



Annual Report 2019/20

PREPARED BY THE GOLDEN RAIN FOUNDATION

*There are far better things
ahead than we leave behind.*



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2019-20 Board Of Directors



LINDA STONE

*GRF President,
Mutual 3 Director*

2019 – 2020 – GRF President, Golden Rain Foundation, Member of Executive Committee, Member of Website Redesign Ad hoc Committee and Member of Health Care Center Advisory Board.

Elected to Board 2013.



SUSAN HOPEWELL

*Vice President, Executive
Chair, Mutual 6 Director*

2019 – 2020 - Chair of Executive Committee, Vice Chair of Mutual Administration Committee, Member of Communications/IT and Governing Documents Committees and Website Redesign Ad hoc Committee.

Elected to Board 2016.



RONDE WINKLER

*GRF Treasurer, Finance Chair,
Mutual 10 Director*

2019 – 2020 - Chair of Finance and Strategic Planning Ad hoc Committees, Member of Executive (GRF Treasurer) and Physical Property Committees, Member of Facilities & Amenities Review and Management Services Review Ad hoc Committees, and Member of Health Care Center (HCC) Advisory Board.

Elected to Board 2017.



SUZANNE FEKJAR

*GRF Corporate Secretary,
Mutual 8 Director*

2019 – 2020 - Member of Executive Committee (Corporate Secretary), Vice Chair of Physical Property Committee, and Member of Management Services Review Ad hoc Committee.

Elected to Board 2016.



LEAH PERROTTI

*Recreation Chair,
Mutual 1 Director*

2019 - 2020 - Chair of Recreation Committee and Facilities & Amenities Review Ad hoc Committees, Member of Architectural Design and Review, Executive and Physical Property Committees, and Strategic Planning Ad hoc and Website Redesign Ad hoc Committees.

Elected to Board 2015.



JOANN ST. AUBIN

Mutual 1 Director

2019 – 2020 - Vice Chair of Governing Documents Committee, Member of Architectural Design and Review, Mutual Administration, and Recreation Committees.

Elected to Board 2019.



PAULA SNOWDEN

*Governing Docs Chair,
Mutual 2 Director*

2019 – 2020 - Chair of Governing Documents Committee, Member of Mutual Administration Committee, Physical Property and Recreation Committees, Member of Strategic Planning Ad hoc and Website Re-design Ad hoc Committees.
Elected to Board 2014.



PAUL PRATT

*SB&T Chair,
Mutual 2 Director*

2019 – 2020 - Chair of Security, Bus & Traffic Committee, Vice Chair of Communications/IT Committee, Member of Finance Committee and Member of Management Services Review Ad hoc and Strategic Planning Ad hoc Committees.
Elected to Board 2015.



MARSHA GERBER

*Mutual Admin Chair,
Mutual 4 Director*

2019 – 2020 - Chair of Mutual Administration, Vice Chair of Security, Bus & Traffic Committee, Member of Executive and Recreation Committees and Strategic Planning Ad hoc Committee.
Elected to Board 2018.



WILLIAM THOMPSON

Mutual 5 Director

2019 – 2020 – Member of Communications/IT, Mutual Administration and Security, Bus & Traffic Committees.
Elected to Board 2019.



KATHLEEN RAPP

*Physical Prop Chair,
Mutual 7 Director*

2019 – 2020 - Chair of Physical Property and Management Services Review Ad hoc Committees, Member of Executive, Finance, and Recreation Committees, and Member of Facilities & Amenities and Strategic Planning Ad hoc Committees.
Elected to Board 2013.



TONY DODERO

Mutual 9 Director

2019 – 2020 - Member of Architectural Design and Review, Finance, and Security, Bus & Traffic Committees.
Elected to Board 2017.



IRMA HEINRICHS

*ADR Committee Chair,
Mutual 11 Director*

2019 –2020 - Chair of Architectural Design & Review Committee, Vice Chair of Recreation Committee, and Member of the Facilities & Amenities Ad hoc, Strategic Planning Ad hoc, and Website Redesign Ad hoc Committees.

Elected to Board 2017.



LUCILLE FINDLAY

Mutual 12 Director

2019 –2020 - Member of Governing Documents, Mutual Administration and Security, Bus & Traffic Committees.

Elected to Board 2018.



BARRY LUKOFF

*HCC Advisory Chair,
Mutual 14 Director*

2019 – 2020 - Member of Finance, Governing Documents, Physical Property and Recreation Committees, Member of Facilities & Amenities Review Ad hoc Committee and Chair of Health Care Center Advisory Board.

Elected to Board 2014.



PHIL FRIEDMAN

Mutual 15 Director

2019 –2020 - Member of Finance and Physical Property Committees and Facilities & Amenities Review Ad hoc and Management Services Review Ad hoc Committees.

Elected to Board 2019.



JANET ISOM

Mutual 16 Director

2019 – 2020 - Member of Architectural Design and Review, Communication/IT Committee, and Security, Bus & Traffic Committees.

Elected to Board 2019.



NICK MASSETTI

*Communications IT Chair,
Mutual 17 Director*

2019 – 2020 - Chair of Communications/IT Committee and Website Redesign Ad hoc Committee, Member of Finance, Mutual Administration and Security, Bus & Traffic Committees, and Member of Strategic Planning Ad hoc Committee.

Elected to Board 2019.

Message from THE PRESIDENT



For the past three years, I have had the privilege of being President of the Golden Rain Foundation. It is with pride that I present the report about the activities, events and accomplishments of The Foundation during the 2019-2020 year. As always, GRF is guided by our Mission Statement:

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

But first, come with me as I drive down memory lane beginning with the entrance. Restoration of the Globe was finalized in 2016 amid controversy. But the result is worthy of Leisure World...a beautiful sight during the day, spectacular at night. The Security office got new bathrooms and is slated to be remodeled within the next couple of months. The On-site Sales office was completely remodeled inside and out...with new signage and beautiful landscaping. And now we have new tenants who already are bringing more sales which in turn means lower assessments.

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

Clubhouse One got a new roof, paint and new lobby furniture. The Golf Hitting cages were moved to be closer to the Golf Course. Speaking of the Golf Course, it got new Tee boxes, the lake got new fountains and the addition of a patio and remodeled starter area and lobby is a pleasure to behold! When the new pool with its expanded size, new spa and landscaping is finished, it will be state of the art.

The medians along St. Andrews were redone...taking out Ficus trees that were destroying our streets...and adding drought tolerant planting and boulders. Beautiful. Clubhouse Six was painted on the exterior, inside floors were refinished giving Hospitality a new look.

Building Five saw a new Copy and Supply Center, Satellite Security Office and Decal Center, and two Conference Rooms for the convenience of members. The Administration building saw remodeled Stock Transfer and Mutual Administration offices and a new roof. The new tenant at the Healthcare Center means more income to offset the budget plus a beautifully remodeled center with expanded services.

Service Maintenance now has lovely remodeled offices and break room, new bathrooms, shower and lockers. Purchasing was not forgotten, with new offices too.

What more can be said about Mission Park: state of art pickle ball courts, bocce ball court (with plans for an additional bocce ball court), picnic and barbecue area. And take a walk-through Serenity Garden, especially at night with its lovely lights.

Clubhouse Four was completely remodeled: paint, floors, lockers, glass doors, tv monitors, drapes, murals, rock walls, wall panel, remodeled Lapidary, Art and Ceramic rooms.

The Library has a new and welcoming entrance, new shelves and an outdoor areas to play games. Veterans Plaza was created to hold large outside venues such as the Christmas Tree lighting, and with a new cover will provide shade in the summer.

Clubhouse Three has the addition of the Learning Center with unprecedented enrollment for classes including new computers and a new kitchen.

This past year we completed our wall project, fully enclosing our campus with 10' block walls.

The Golden Rain Foundation began the 2019-2020 term with three new directors: JoAnn St. Aubin (Mutual 1), William Thompson (Mutual 5), and Nick Massetti (Mutual 17).

I want to thank the 2019-2020 team of GRF Board members. Collectively they have done the time and work necessary to get the job done...a job well done!

Please read carefully each Committee Chairperson's report on their committees work and you will easily note the number of projects and programs that have been accomplished this past year...outstanding!

I want to thank:

- **The 2019-2020 GRF Board of Directors** for their commitment to the Foundation and for all their hard work and the many hours needed to ensure a successful year. There isn't enough room to itemize the individual accomplishments of each director, it would take many, many pages. But know that each and every one of the Directors has been instrumental in the success of the whole. I have been honored this year to work with this respected group.

- **The committees and their respective chairs** that put in a lot of heart and soul, time and effort towards achieving our ambitious goals.
- **And the 9,000 members** for their support in attending the committee meetings, special meetings, Town Halls and the monthly GRF Board meetings.
- We have **two Directors retiring** in June who will be sorely missed.
- **Ronde Winkler (Mutual 10)** has sat on the Board since 2013. She has served as Corporate Secretary, two terms as Treasurer and two terms as GRF President ...we will miss her wise counsel.
- **Lucille Findlay (Mutual 12)** has sat on the Board since 2018. In those two years, Lucille has sat the Architectural Design and Review, Communications/ITS, Governing Documents and Mutual Administration/Service Maintenance Committees where she added insight and value.

I want to add special thanks to the fabulous staff led by Executive Director Randy Ankeny. The GRF employees are the best! To a person they go above and beyond: they are dedicated; professional; hardworking; always helpful, amenable and cheerful. They truly are the Foundation's greatest asset. They are more than employees...they are family.

I have said often...it takes a village. This was never more apparent when late last year I had a stroke. In my three-month absence, Vice President Susan Hopewell assumed my duties as well as her own, with help from Randy, Deanna Bennett and Corina Mancilla. They did a fabulous job, never missing a step. I am forever grateful and appreciative.

My heartfelt thanks for all of the wishes, personal cards, and prayers that I have received. They are truly humbling and at the same time greatly appreciated.

I still find it unbelievable that I have been President of the Golden Rain Foundation for the past 3 years. What an honor and privilege it has been, and what a joy to have shared it with such a talented, dedicated and wise Board, and with such a terrific group of members. I cannot thank you all enough for your help and support, and most of all, for continuing to participate and be involved with this important organization. Thank you again, and best wishes always!

Linda Stone

Message from VICE PRESIDENT



SUSAN HOPEWELL

*Vice President,
Golden Rain Foundation*

The Vice-President's duties include acting as Chair of the Executive Committee (EC), Chair of the Parking Rule Violations (PRV) Panel and assisting the President, as necessary, including sitting in for the President in the event of absence.

One of the goals Linda Stone, GRF President, and I set for this term was to document some of the duties of the President and the Vice President. Documentation and training are critical to a smooth transition of any change in personnel; this includes the inevitable changes in GRF Board Officers. As Vice President this year, I was called upon to act as President for several months, while the President was on medical leave. This was further proof of the need for documentation and training. I am very grateful to Randy Ankeny, Executive Director, Deanna Bennett, Executive Coordinator and to Corina Mancilla, Assistant to the Executive Director, for their guidance, advice and patience as I stepped in to fill some very big shoes. With their help we managed to carry on without a hiccup. I am very pleased, as is the entire GRF staff, the Board of Directors and our Leisure World community, that Ms. Stone has returned to her duties as GRF President.

The PRV Panel convenes to hear and rule on appeals requested by those who have received parking tickets on GRF Trust Property. The Vice-President chairs the panel which is comprised of GRF Directors. The PRV Panel is grateful to the Security Services Director Victor Rocha and Fara Macartney, Security Secretary for their support in this important process.

EC is comprised of the GRF officers as well as the Chairs of the Recreation, Physical Property and the Mutual Administration/Service Maintenance Committees. The Committee's primary responsibility is to work with Human Resources in the management of employee related issues, services and benefits.

Leann Dillman was appointed H.R. Director in 2019 and has demonstrated exceptional leadership skills. As with every organization, the cost of health care insurance is one of the largest budget items. Ms. Dillman has been persistent and successful in negotiating favorable rates without sacrificing quality coverage for GRF staff. She provides supporting documentation, trends and guidance to the Committee members as we decide on important personnel issues and policies. We are grateful to her and her assistant, Jamilah De Roux, for their commitment to serving the needs of our employees, the management staff and Committee members.

Susan Hopewell

Message from CORPORATE SECRETARY



SUZANNE FEKJAR

*Corporate Secretary,
Golden Rain Foundation*

What does a corporate secretary do? The corporate secretary is a senior officer of Golden Rain Foundation and is elected by the Board members.

The “nuts and bolts” of the corporate secretary functions falls into several areas.

One of the duties is to co-sign share transactions, assembled by the Stock Transfer Department; Manager, Belinda Meacham and her dedicated staff are to be congratulated on their prompt and accurate processing of these technical documents. The Corporate Secretary also interacts with the Stock Transfer Manager during the GRF Board of Directors election season, verifying candidate eligibility and ensuring the deadlines for balloting and voting are met. Special care and attention were exercised by the Stock Transfer Manager this year as a newly instituted Senate bill, affecting the elections, had to be taken into account on short notice. Kudos again to the Stock Transfer Department for ensuring the integrity of the election process!

Another duty of the Corporate Secretary is the designation as one of the Foundations’ named representatives on many financial documents and bank accounts which provides the opportunity to recognize the Director of Finance Carolyn Miller and her excellent team.

The Corporate Secretary ensures compliance with Annual meeting notice requirements to the membership, The Executive Coordinator, Deanna Bennett, assists by publishing the notification as well as the invitations for members to participate in the annual meeting, via pre-written inquiries, that are certified by the Corporate Secretary. She also supports the Board meeting Corporate Secretary duties, updating my roll call rosters and providing accurate minute meetings for the Corporate Secretary’s signature.

I sincerely appreciate the support I receive from my fellow GRF Directors and staff. The GRF Executive Director, Randy Ankeny, has assembled a capable and conscientious staff; Deanna Bennett and Corina Mancilla are always available to provide assistance.

I look forward to the 2020-2021 GRF Board of Directors term.

Suzanne Fekjar

Message from TREASURER



RONDE WINKLER

*Treasurer,
Golden Rain Foundation*

The members of the Golden Rain Foundation, (GRF), should be pleased with the financial health and safety of the Foundation funds. Reserve and Capital funds are all protected in Certificates of Deposits spread over forty federally insured banks by our two financial consultants, Morgan Stanley and US Bancorp. The challenge in the future will be to maximize our investment income to keep up with inflation.

As your elected Treasurer, I have had the privilege of Chairing the Finance Committee and signing checks for our operating expenses, reserve and capital accounts (two signatures required) and the review of all electronic fund transfers and debit card use. Many years ago, someone recommended that I take the opportunity to be the treasurer of an organization to really understand and know how an organization operates. The three years I have served as GRF Treasurer has given me insight on all the many departments of the Foundation.

It is the responsibility of the Treasurer and the members of the Finance Committee to insure the financial health of The Golden Rain Foundation (GRF), by oversight on the operating budget, income producing contracts, cash management, investments, insurance policies, and our certified audits. All this would be difficult without the expertise and sound business practices of our Finance Department under the very capable expertise of our Director of Finance, Carolyn Miller, and interaction with our Executive Director, Randy Director. On behalf of the Finance Committee, I thank you both for your guidance.

Ronde Winkler



2019/2020 Board Meeting Recaps

Recap of GRF board activity

MEETING DATE:
JULY 23, 2019

Approved Minutes

MOVED and duly approved the minutes of the May 28, 2019 Golden Rain Foundation (GRF) Board of Directors (BOD) meeting, as presented.

Approved Minutes

MOVED and duly approved the minutes of the June 4, 2019 Golden Rain Foundation (GRF) Board of Directors (BOD) Special meeting, as presented.

Approved Minutes

MOVED and duly approved the minutes of the June 11, 2019 Golden Rain Foundation (GRF) Board of Directors (BOD) Special meeting, as presented.

Approved Minutes

MOVED and duly approved the minutes of the June 18, 2019 Golden Rain Foundation (GRF) Board of Directors (BOD) meeting, as presented.

General – Amend Trust Property Landscape Contract

MOVED and duly approved to amend the contract with Anguiano Lawn Care in order for the vendor to add one (1) additional landscaping person to better serve the community and reduce the rotation time needed, for a cost not to exceed \$3,727 per month, or \$44,720 for a twelve (12) month period. Funding available in the 2019 Operating budget and authorize the ADR Committee Chair to sign the change order.

General – Capital Funding Request – Dynamics: Additional Funding

MOVED and duly approved additional Capital funding of \$25,000, to the Dynamics software project, to support customization necessary to maintain integrity of the system and to provide enhanced reporting to the Mutual Corporations.

Remove agenda items

MOVED and duly approved to remove agenda items 11. c.ii., c.iii. and c.iv. and return them to the Executive Committee for further review.

Approved Minutes

MOVED and duly approved the minutes of the June 25, 2019 Golden Rain Foundation (GRF) Board of Directors (BOD) meeting were approved, as presented.

MEETING DATE:
JULY 23, 2019

General – Establish Ad hoc Committee – Website Redesign

MOVED and duly approved and thereby established the Website Redesign Ad hoc Committee and grants to the Ad hoc Committee limited authority specifically stated within the GRF governing documents, and policies or other authority as granted by the BOD or as stated within this policy.

MOVED and duly approved the appointment of Nick Massetti as Chair, Irma Heinrichs, Susan Hopewell, Leah Perrotti, Paula Snowden and Linda Stone to the Website Redesign Ad hoc Committee.

General – Approve Contract with Tahitian Herbal

MOVED and duly approved a contract with Tahitian Herbal, for the limited use of Trust property within Building 5, for the sole purpose of installation of a vending machine and authorize the President to sign the contract.

General – Approve July GRF Board Report

MOVED and duly approved the July GRF Board Report, as amended and reviewed by the GRF President and Vice President.

Communications & IT Committee – Approve Business Use of Trust Property for Transportation Pick Up and Drop Off

MOVED and duly approved a new pick up location for Modern Buds bus service, at the Amphitheater bus stop, contingent upon the GRF being listed as an additional insured on its Certificate of Liability Insurance.

Communications & IT Committee – Amend Policy 5050-34 – Digital Billboards

MOVED and duly approved to refer 5050-34, Digital Billboards back to the Communications & IT Committee recommending a joint meeting with the Recreation Committee to specifically address requirements for posting and any other issues requiring clarification.

Communications & IT Committee – Use of LW Weekly for Printing of GRF Board Meeting Minutes

MOVED and duly approved the printing of the GRF Board meeting summary only in LW Weekly and provide copies of the Draft and Approved GRF Board meeting minutes at the GRF Administration Reception Desk, upon request, effective September 1, 2019, contingent upon no less than four (4) articles within LW Weekly, including a front page notice on the revision to current practice.

Executive Committee – Amend 30-5110-3 Executive Committee Charter

MOVED and duly approved to amend 30-5110-3, Executive Committee Charter, incorporating the additional Committee goals approved by the GRF Board of Directors at the retreat held on June 27, 2019 and updating the cost center numbers.

Executive Committee – Approve Increase of GRF Entry Wages of \$13.25 to \$15.00 and Increase Wages for All Staff Earning Below \$15.00 to New GRF Entry Wage of \$15.00

This item was removed from the agenda and referred back to the Executive Committee for review and discussion.

Executive Committee – Approve Benefit Package Modification: Remove Eligibility of 401k Match for Part Time New Hires, Effective September 1, 2019

This item was removed from the agenda and referred back to the Executive Committee for review and discussion.

Executive Committee – Approve Benefit Package Modification: Reduce 401k Match to 1.5%, for All Eligible Employees, Effective Upon Notice Required by Law

This item was removed from the agenda and referred back to the Executive Committee for review and discussion.

Facilities and Amenities Review (FAR) Ad hoc Committee –Amend 30-5175-3, Facilities and Amenities Ad hoc Committee

MOVED and duly approved to amend 30-5175-3, Facilities and Amenities Review Ad Hoc Committee Charter, as amended, pending Board approval of the new formatting recommended by the Governing Documents Committee.

Facilities and Amenities Review (FAR) Ad hoc Committee –TENTATIVE VOTE: Amend 30-1406-1, Limitations on Use and Adopt 30-1406-2, Limitations on Use, Fees.

MOVED and duly approved to tentatively amend 70-1406-1, Limitations on Use, as amended, and tentatively adopt 70-1406-2 (fee schedule extracted from 70-1406-1), pending Board approval of the new formatting recommended by the Governing Documents Committee and pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on August 27, 2019.

Finance Committee – Accept June Financial Statements

MOVED and duly approved to accept the financial statements June 2019, for audit.

Finance Committee – Approve Funds Transfer Request – Reserve Funds

MOVED and duly approved a transfer of \$1,022,000 of reserve funds, from First Foundation Bank to Morgan Stanley, \$250,000 from First Foundation Bank reserve funds and \$245,000 from US Bancorp reserve funds to Morgan Stanley following the receipt of maturing investments from those financial institutions, for the purposes of maximizing insured funds and to invest in brokered CDs at Morgan Stanley.

Finance Committee – Approve CD Purchase – Reserve Funds

MOVED and duly approved the purchase of brokered CDs, through Morgan Stanley, totaling \$1,517,000 of reserve funds, with terms ranging from 12 months to 18 months, at the prevailing interest rates, at the time of purchase.

Finance Committee – Amend 40-5115-3, Finance Committee Charter

MOVED and duly approved to amend 40-5115-3, Finance Committee Charter, incorporating the additional Committee goals approved by the GRF Board of Directors at the retreat held on June 27, 2019.

Governing Documents Committee – Ratify New DMS Categories and Titles

MOVED and duly ratified the use of new header categories and document titles for the current GRF governing documents (reduce the header from three lines to two lines and replace the current document names with new document names).

Governing Documents Committee – Adopt Proposed GRF Governing Documents Format

MOVED and duly approved the formatting of GRF governing documents, as amended: (reduce the space between the Document History and end of text of governing document on the last page, amend the Document History section from one column to three columns, add the section ‘Key Words’, in bold below Document History, move the text “GOLDEN RAIN FOUNDATION, Seal Beach, California to the footer, and reduce the size of footer text to 10 point).

MOVED and duly approved a revision to all GRF Committee Charters presented to the Board today: Paragraph one: “Pursuant to state statute (Corp. Code §7210; Corp. Code §7212(c)) and Article VIII of the Bylaws of the Golden Rain Foundation (GRF), the Board of Directors (BOD) hereby establishes the Committee and grants to the Committee authority specifically stated within the GRF governing documents.” Paragraph two: “In accordance with Article VII Section I of the Bylaws, the committee chair and members shall be appointed by the GRF President and approved by action of the BOD, and add GOALS:

a. Increase organizational effectiveness and efficiency, b. Protect, preserve, and improve our assets.

Governing Documents Committee – Adopt 30-5180-3 Governing Documents Committee Charter

MOVED and duly approved to adopt 30-5180-3, Governing Documents Committee Charter, as amended.

Physical Property Committee – Reserve Funding Request – Heat Pumps, Clubhouse Two, Units #2 and #6

MOVED and duly approved to award a contract to Greenwood Heating and Air to replace two (2) heat pumps, in Clubhouse Two: units #2 and #6, for a cost not to exceed \$12,800, Reserve Funding, and authorize the President to sign the contract.

Physical Property Committee – Amend 60-5130-3, Physical Property Committee Charter.

MOVED and duly approved to amend 60-5130-3, Physical Property Committee Charter, incorporating the additional Committee goals approved by the GRF Board of Directors at the retreat held on June 27, 2019.

Physical Property Committee – Capital Funding Request- SCE Charge Ready Program/EV Charging Stations

MOVED and duly authorized SCE to install the infrastructure for five (5) electric charging stations at Clubhouse Two parking lot, funding through the SCE Charge Ready Program, and to authorize the installation of five (5) level two (2) charging ports, at a cost not to exceed \$10,000, Capital Funding, and authorize the President sign any agreements and authorize the Executive Director to make the needed purchase of equipment.

Physical Property Committee – Reserve Funding Request – Replacement of Channel Fencing, Main Gate Entrance

MOVED and duly approved to award a contract to Quality Fence for the replacement of 60' of fencing over the channel, at the Main Gate Entrance, for a cost not to exceed \$3,000, Reserve Funding, and authorize the President to sign the contract.

Recreation Committee – Adopt 70-1433-1, Trust Property Locker Rules and Regulations MOVED and duly approved to adopt 70-1433-1, Trust Property Locker Rules and Regulations, which sets forth the rules and regulations for the use of Trust Property Lockers.

Recreation Committee – Amend 70-1422-3, Marquee Usage

MOVED and duly approve to amend 70-1422-3, Marquee, changing the name to Marquee Usage and clarifying usage procedures.

Recreation Committee – Amend 70-5135-3, Recreation Committee Charter

MOVED and duly approved to amend 70-5135-3, Recreation Committee Charter, incorporating the additional Committee goals approved by the GRF Board of Directors at the retreat held on June 27, 2019, updating the Committee duties, and updating the cost center numbers associated with the Recreation Committee.

Security, Bus & Traffic Committee – Amend 50-5145-3, Security, Bus & Traffic Committee Charter

MOVED and duly approved to amend 80-5145-3, Security, Bus and Traffic Committee Charter, incorporating the additional Committee goals approved by the GRF Board of Directors at the retreat held on June 27, 2019.

Security, Bus & Traffic Committee – Approve Request to Seal Beach Police Department for Traffic Enforcement on Trust Property

MOVED and duly approved to send a formal request to the City of Seal Beach City Council, for Seal Beach Police Department traffic enforcement upon Trust Property as Trust Property has been certified to meet the standards of CAMUTCD.

**MEETING DATE:
AUGUST 27, 2019**

Approved Minutes

MOVED and duly approved the minutes of the July 23, 2019 Golden Rain Foundation (GRF) Board of Directors (BOD) meeting were approved, as presented.

General – Approve August GRF Board Report

MOVED and duly approved the August GRF Board Report, as presented.

Architectural Design and Review Committee – Reserve Funding Request – Landscaping, Perimeter Wall Outside the Parking Lots, from the Amphitheater to Clubhouse Six

MOVED and duly approved to award a contract to Anguiano Lawn Care for the removal of shrubbery and installation of African Daisies, at the perimeter wall outside the parking lots from the Amphitheater to Clubhouse Six, at a cost not to exceed \$15,190, Reserve funding, and authorize the President sign the contract.

Architectural Design and Review Committee – Operating Funding Request – Holiday Lighting Agreement

MOVED and duly approved to award a contract for 2019 holiday lighting services to Magical Holiday Designs, in the amount of \$26,395.00, Operating funding.

Architectural Design and Review Committee – Amend 10-5160-3, ADRC Charter

MOVED and duly approved to amend 10-5160-3, ADRC Charter, as amended, incorporating the additional Committee goals approved by the GRF Board of Directors at the retreat held on June 27, 2019, adding the review and approval of monthly staff reports to the Committee, and furnishing a report at the GRF Annual meeting.

Communications/IT Committee – Amend 20-5125-3, Communications/IT Committee Charter

MOVED and duly approved to remove this item from the agenda and return to the Communications/IT Committee for further review.

Communications/IT Committee – Rescind 20-5118-3, IT Services (ITS) Committee Charter

MOVED and duly approved to remove this item from the agenda and return to the Communications/IT Committee for further review.

Executive Committee – Amend 30-1022-3, Petitions

MOVED and duly approved to amend 30-1022-3, Petitions, as amended, removing the reference to the prohibition of employees promoting or soliciting petitions; this is more appropriately included in the Employee Handbook.

Executive Committee – Adopt 30-1010-1, Authorized Spokesperson

MOVED and duly approved to adopt 30-1010-1, Authorized Spokesperson, establishing how the GRF Board and all GRF staff may communicate with internal clubs, groups, organizations, city, county, state and federal agencies and representatives and any media, including social media.

Executive Committee – Amend 30-5110-3 Executive Committee Charter

MOVED and duly approved to amend 30-5110-3, Executive Committee Charter, establishing the parameters of topics for discussion in the closed Executive Session meetings, general refinement of document language and updating of documents under the new document formatting system.

Executive Committee – Approve Directors’ Handbook

MOVED and duly approved to amend the GRF Directors’ Handbook, updating Committee Charter numbers, amending the frequency of attendance at the Parking Rules Violation Panel, generally refining document language, and indicating that every motion requires a second.

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

MOVED and duly approved to remove this item from the agenda and return to the Facilities and Amenities Review Committee for further review.

Facilities and Amenities Review (FAR) Ad hoc Committee - FINAL VOTE: Adopt 30-1406-2, Limitations on Use, Fees

MOVED and duly approved to remove this item from the agenda and return to the Facilities and Amenities Review Committee for further review.

Finance Committee – Accept July Financial Statements

MOVED and duly approved to accept the financial statements July 2019, for audit.

Finance Committee – Approve Funds Transfer Request – Reserve Funds

MOVED and duly approved a transfer of the balance in the First Foundation Bank money market account, of approximately \$25,853 in reserve funds, to close the account, plus \$1,600,000 of reserve funds from US Bank to Morgan Stanley, for the purpose of maximizing insured funds and to invest in brokered CDs at Morgan Stanley.

Finance Committee – Approve CD Purchase – Reserve Funds

MOVED and duly approved the purchase of brokered CDs from Morgan Stanley, totaling \$1,600,000, plus the balance of the First Foundation Bank money market account of reserve funds, with terms ranging from 6 months to 12 months, at the prevailing interest rates, at the time of purchase.

Finance Committee – Approve CD Purchase – Capital Improvement Funds

MOVED and duly approved the purchase of brokered CDs from US Bancorp, upon maturity of a CD in September, totaling \$247,000 of Capital Improvement funds, with a term ranging from 6 months to 12 months, at the prevailing interest rates, at the time of purchase.

Finance Committee – Approve New Vendor – Lockbox Services

MOVED and duly approved to accept the proposal submitted by ClickPay and to authorize the President to sign the proposal.

Finance Committee – Rescind 30-5519-3, Committee Budgeted Expenses

MOVED and duly approved to rescind 30-5119-3, Committee Budgeted Expenses, as it is no longer applicable.

Finance Committee – Approval of the Proposed 2020 Operating Budget

MOVED and duly approved the proposed 2020 Operating Budget, as presented in Exhibit A in the agenda packet.

Governing Documents Committee – Approve Alpha Designation to Type Codes, New Document Numbers

MOVED and duly approved the addition of an alpha designation, to be added to the document type codes, when necessary.

Mutual Administration Committee – Approve Bereavement Packet

MOVED and duly approved the Bereavement Packet for distribution.

Mutual Administration Committee – Amend 50-5165-3, Mutual Administration and Service Maintenance Committee Charter

MOVED and duly approved to amend 50-5165-3, Mutual Administration Committee Charter, incorporating the additional Committee goals approved by the GRF Board

of Directors at the retreat held on June 27, 2019, general refinement of document language, updating of cost center numbers and incorporating the purpose, duties and limitations of the Service Maintenance Committee.

Mutual Administration Committee – Rescind 50-5170-3, Service Maintenance Committee Charter

MOVED and duly approved to rescind 50-5170-3, Service Maintenance Committee Charter, as the purpose, duties and limitations of the Service Maintenance Committee have been combined with the 50-5165-3, Mutual Administration Committee.

Mutual Administration Committee – Approve Installation of California Lottery, Self-Serve, Ticket Machine

MOVED and duly approved the use of approximately 5 square feet of Trust Property, within the lower lobby of Building 5, for the installation and operation of a Self-Serve Terminal California Lottery ticket machine and authorize the President to sign the agreement.

Physical Property Committee – Capital Funding Request – Shade Cover, Veterans’ Plaza

MOVED and duly approved to award a contract to USA Shade & Fabric Structures, for the installation of a 25’ x 60’ shade structure, at Veterans Plaza, based on ADRC approved color selections, at a cost not to exceed \$26,986 and add a \$3,000 contingency to cover permit fees and any unexpected expense, for a total cost of \$29,986, Capital funding, and authorize the President to sign the contract.

Physical Property Committee – Reserve and Capital Funding Requests – Pool Complex Replacements and Renovations

MOVED and duly approved Capital/Reserve Funding in the amount not to exceed a total of \$750,000 based on the scope of work called out in Exhibit A in the agenda packet, current Reserve funding is \$555,065, Capital funding needed would be \$194,935, and authorize the President sign any contracts and the Executive Director make the needed purchases for the Renovations of the Swimming Pool and area, after Finance Committee review.

Physical Property Committee – Reserve Funding Request – Replacement of Parking Stall Street Markings

MOVED and duly approved to award a contract to MJ Jurado to mark all Trust Property parking spots adjacent to curbs, with T’s and L’s, at a cost not to exceed \$18,270, Reserve funding, and authorize the President to sign the contract.

Physical Property Committee – Reserve Funding Request – Replacement Interior Components of Clubhouse Six Leased Space (Apartment)

MOVED and duly approved Reserve funds, in the amount not to exceed \$5,968, to install new blinds, paint and replace the flooring in the Ambulance Room at Club-

house Six and authorize the President to sign the contract.

Recreation Committee – Reserve Funding Request – Golf Tee Box Replacement

MOVED and duly approved to award a contract with Eagle Golf Construction for the replacement of the nine (9) Golf Course T-Boxes, in the amount \$70,923, from Reserve Funds.

Recreation Committee – Rescind 70-1202-1, Club Membership

MOVED and duly approve to rescind 70-1202-1, Club Membership, as the rules contained in this document have been incorporated into document 70-1203-1, Membership of Clubs.

Recreation Committee – Adopt 70-1203-1, Membership of Clubs

MOVED and duly approved to adopt 70-1203-1, Membership of Clubs, incorporating the rules found in document 70-1203-1, Club Membership, effective October 1, 2019.

MOVED and duly approved to amend 70-1203-1, Member of Clubs, section 1.2.1.2 to add “or any local, state, or federal laws or requirements”.

Recreation Committee – Approve Locker Use Agreement

MOVED and duly approved the Locker Use Agreement, as presented.

Recreation Committee – Approve Locker Agreement/Invoicing Cycle

MOVED and duly approved the Locker Agreement/Invoicing Cycle, as presented.

Recreation Committee – TENTATIVE VOTE: Amend 70-1487.01.-2, Recreational Vehicle Lot (RVL) – Schedule of Fees

MOVED and duly TENTATIVELY approved to amend 70-1487.01-2, Recreational Vehicle Lot (RVL) – Schedule of Fees, for the required 28 day notice of proposed change under Civil Code §4360(a). Final action on the proposed amendment will be held at the September 24, 2019 GRF Board meeting.

Security, Bus & Traffic Committee – Conceptual Approval – Contracted Off-Property Bus Service, Two Days per Week

The Motion failed to conceptually approve contracted off-property bus service at an estimated annual expense of \$67,800 incorporating the expense into the 2020 operational budget for an additional .86 papm and direct the Security Bus and Traffic Committee to finalize contractual terms and conditions and present options for consideration for a rider use fee, for presentation at the September 2019 GRF Board meeting.

MEETING DATE:
SEPTEMBER 24, 2019

Approved Minutes

MOVED and duly approved the minutes of the May 28, 2019 Golden Rain Foundation (GRF) Board of Directors (BOD) meeting, as presented.

Approved Minutes

MOVED and duly approved the minutes of the June 4, 2019 Golden Rain Foundation (GRF) Board of Directors (BOD) Special meeting, as presented.

Approved Minutes

MOVED and duly approved the minutes of the June 11, 2019 Golden Rain Foundation (GRF) Board of Directors (BOD) Special meeting, as presented.

Approved Minutes

MOVED and duly approved the minutes of the June 18, 2019 Golden Rain Foundation (GRF) Board of Directors (BOD) meeting, as presented.

General – Amend Trust Property Landscape Contract

MOVED and duly approved to amend the contract with Anguiano Lawn Care in order for the vendor to add one (1) additional landscaping person to better serve the community and reduce the rotation time needed, for a cost not to exceed \$3,727 per month, or \$44,720 for a twelve (12) month period. Funding available in the 2019 Operating budget and authorize the ADR Committee Chair to sign the change order.

General – Capital Funding Request – Dynamics: Additional Funding

MOVED and duly approved additional Capital funding of \$25,000, to the Dynamics software project, to support customization necessary to maintain integrity of the system and to provide enhanced reporting to the Mutual Corporations.

MEETING DATE:
JULY 23, 2019

Remove agenda items

MOVED and duly approved to remove agenda items 11. c.ii., c.iii. and c.iv. and return them to the Executive Committee for further review.

Approved Minutes

MOVED and duly approved the minutes of the June 25, 2019 Golden Rain Foundation (GRF) Board of Directors (BOD) meeting were approved, as presented.

General – Establish Ad hoc Committee – Website Redesign

MOVED and duly approved and thereby established the Website Redesign Ad hoc Committee and grants to the Ad hoc Committee limited authority specifically stated within the GRF governing documents, and policies or other authority as granted by the BOD or as stated within this policy.

MOVED and duly approved the appointment of Nick Massetti as Chair, Irma Heinrichs, Susan Hopewell, Leah Perrotti, Paula Snowden and Linda Stone to the Website Redesign Ad hoc Committee.

General – Approve Contract with Tahitian Herbal

MOVED and duly approved a contract with Tahitian Herbal, for the limited use of Trust property within Building 5, for the sole purpose of installation of a vending machine and authorize the President to sign the contract.

General – Approve July GRF Board Report

MOVED and duly approved the July GRF Board Report, as amended and reviewed by the GRF President and Vice President.

Communications & IT Committee – Approve Business Use of Trust Property for Transportation Pick Up and Drop Off

MOVED and duly approved a new pick up location for Modern Buds bus service, at the Amphitheater bus stop, contingent upon the GRF being listed as an additional insured on its Certificate of Liability Insurance.

Communications & IT Committee – Amend Policy 5050-34 – Digital Billboards

MOVED and duly approved to refer 5050-34, Digital Billboards back to the Communications & IT Committee recommending a joint meeting with the Recreation Committee to specifically address requirements for posting and any other issues requiring clarification.

Communications & IT Committee – Use of LW Weekly for Printing of GRF Board Meeting Minutes

MOVED and duly approved the printing of the GRF Board meeting summary only in LW Weekly and provide copies of the Draft and Approved GRF Board meeting minutes at the GRF Administration Reception Desk, upon request, effective September 1, 2019, contingent upon no less than four (4) articles within LW Weekly, including a front page notice on the revision to current practice.

Executive Committee – Amend 30-5110-3 Executive Committee Charter

MOVED and duly approved to amend 30-5110-3, Executive Committee Charter, incorporating the additional Committee goals approved by the GRF Board of Directors at the retreat held on June 27, 2019 and updating the cost center numbers.

Executive Committee – Approve Increase of GRF Entry Wages of \$13.25 to \$15.00 and Increase Wages for All Staff Earning Below \$15.00 to New GRF Entry Wage of \$15.00

This item was removed from the agenda and referred back to the Executive Committee for review and discussion.

Executive Committee – Approve Benefit Package Modification: Remove Eligibility of 401k Match for Part Time New Hires, Effective September 1, 2019

This item was removed from the agenda and referred back to the Executive Committee for review and discussion.

Executive Committee – Approve Benefit Package Modification: Reduce 401k Match to 1.5%, for All Eligible Employees, Effective Upon Notice Required by Law

This item was removed from the agenda and referred back to the Executive Committee for review and discussion.

Facilities and Amenities Review (FAR) Ad hoc Committee –Amend 30-5175-3, Facilities and Amenities Ad hoc Committee

MOVED and duly approved to amend 30-5175-3, Facilities and Amenities Review Ad Hoc Committee Charter, as amended, pending Board approval of the new formatting recommended by the Governing Documents Committee.

Facilities and Amenities Review (FAR) Ad hoc Committee –TENTATIVE VOTE: Amend 30-1406-1, Limitations on Use and Adopt 30-1406-2, Limitations on Use, Fees.

MOVED and duly approved to tentatively amend 70-1406-1, Limitations on Use, as amended, and tentatively adopt 70-1406-2 (fee schedule extracted from 70-1406-1), pending Board approval of the new formatting recommended by the Governing Documents Committee and pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on August 27, 2019.

Finance Committee – Accept June Financial Statements

MOVED and duly approved to accept the financial statements June 2019, for audit.

Finance Committee – Approve Funds Transfer Request – Reserve Funds

MOVED and duly approved a transfer of \$1,022,000 of reserve funds, from First Foundation Bank to Morgan Stanley, \$250,000 from First Foundation Bank reserve funds and \$245,000 from US Bancorp reserve funds to Morgan Stanley following the receipt of maturing investments from those financial institutions, for the purposes of maximizing insured funds and to invest in brokered CDs at Morgan Stanley.

Finance Committee – Approve CD Purchase – Reserve Funds

MOVED and duly approved the purchase of brokered CDs, through Morgan Stanley, totaling \$1,517,000 of reserve funds, with terms ranging from 12 months to 18 months, at the prevailing interest rates, at the time of purchase.

Finance Committee – Amend 40-5115-3, Finance Committee Charter

MOVED and duly approved to amend 40-5115-3, Finance Committee Charter, incorporating the additional Committee goals approved by the GRF Board of Directors at the retreat held on June 27, 2019.

Governing Documents Committee – Ratify New DMS Categories and Titles

MOVED and duly ratified the use of new header categories and document titles for the current GRF governing documents (reduce the header from three lines to two lines and replace the current document names with new document names).

Governing Documents Committee – Adopt Proposed GRF Governing Documents Format

MOVED and duly approved the formatting of GRF governing documents, as amended: (reduce the space between the Document History and end of text of governing document on the last page, amend the Document History section from one column to three columns, add the section ‘Key Words’, in bold below Document History, move the text “GOLDEN RAIN FOUNDATION, Seal Beach, California to the footer, and reduce the size of footer text to 10 point).

MOVED and duly approved a revision to all GRF Committee Charters presented to the Board today: Paragraph one: “Pursuant to state statute (Corp. Code §7210; Corp. Code §7212(c)) and Article VIII of the Bylaws of the Golden Rain Foundation (GRF), the Board of Directors (BOD) hereby establishes the Committee and grants to the Committee authority specifically stated within the GRF governing documents.” Paragraph two: “In accordance with Article VII Section I of the Bylaws, the committee chair and members shall be appointed by the GRF President and approved by action of the BOD, and add GOALS:

a. Increase organizational effectiveness and efficiency, b. Protect, preserve, and improve our assets.

Governing Documents Committee – Adopt 30-5180-3 Governing Documents Committee Charter

MOVED and duly approved to adopt 30-5180-3, Governing Documents Committee Charter, as amended.

Physical Property Committee – Reserve Funding Request – Heat Pumps, Clubhouse Two, Units #2 and #6

MOVED and duly approved to award a contract to Greenwood Heating and Air to replace two (2) heat pumps, in Clubhouse Two: units #2 and #6, for a cost not to exceed \$12,800, Reserve Funding, and authorize the President to sign the contract.

Physical Property Committee – Amend 60-5130-3, Physical Property Committee Charter

MOVED and duly approved to amend 60-5130-3, Physical Property Committee Charter, incorporating the additional Committee goals approved by the GRF Board of Directors at the retreat held on June 27, 2019.

Physical Property Committee – Capital Funding Request- SCE Charge Ready Program/EV Charging Stations

MOVED and duly authorized SCE to install the infrastructure for five (5) electric charging stations at Clubhouse Two parking lot, funding through the SCE Charge Ready Program, and to authorize the installation of five (5) level two (2) charging ports, at a cost not to exceed \$10,000, Capital Funding, and authorize the President sign any agreements and authorize the Executive Director to make the needed purchase of equipment.

Physical Property Committee – Reserve Funding Request – Replacement of Channel Fencing, Main Gate Entrance

MOVED and duly approved to award a contract to Quality Fence for the replacement of 60' of fencing over the channel, at the Main Gate Entrance, for a cost not to exceed \$3,000, Reserve Funding, and authorize the President to sign the contract.

Recreation Committee – Adopt 70-1433-1, Trust Property Locker Rules and Regulations

MOVED and duly approved to adopt 70-1433-1, Trust Property Locker Rules and Regulations, which sets forth the rules and regulations for the use of Trust Property Lockers.

Recreation Committee – Amend 70-1422-3, Marquee Usage

MOVED and duly approve to amend 70-1422-3, Marquee, changing the name to Marquee Usage and clarifying usage procedures.

Recreation Committee – Amend 70-5135-3, Recreation Committee Charter

MOVED and duly approved to amend 70-5135-3, Recreation Committee Charter, incorporating the additional Committee goals approved by the GRF Board of Directors at the retreat held on June 27, 2019, updating the Committee duties, and updating the cost center numbers associated with the Recreation Committee.

Security, Bus & Traffic Committee – Amend 50-5145-3, Security, Bus & Traffic Committee Charter

MOVED and duly approved to amend 80-5145-3, Security, Bus and Traffic Committee Charter, incorporating the additional Committee goals approved by the GRF Board of Directors at the retreat held on June 27, 2019.

Security, Bus & Traffic Committee – Approve Request to Seal Beach Police Department for Traffic Enforcement on Trust Property

MOVED and duly approved to send a formal request to the City of Seal Beach City Council, for Seal Beach Police Department traffic enforcement upon Trust Property as Trust Property has been certified to meet the standards of CAMUTCD.

**MEETING DATE:
AUGUST 27, 2019**

Approved Minutes

MOVED and duly approved the minutes of the July 23, 2019 Golden Rain Foundation (GRF) Board of Directors (BOD) meeting were approved, as presented.

General – Approve August GRF Board Report

MOVED and duly approved the August GRF Board Report, as presented.

Architectural Design and Review Committee – Reserve Funding Request – Landscaping, Perimeter Wall Outside the Parking Lots, from the Amphitheater to Clubhouse Six

MOVED and duly approved to award a contract to Anguiano Lawn Care for the removal of shrubbery and installation of African Daisies, at the perimeter wall outside the parking lots from the Amphitheater to Clubhouse Six, at a cost not to exceed \$15,190, Reserve funding, and authorize the President sign the contract.

Architectural Design and Review Committee – Operating Funding Request – Holiday Lighting Agreement

MOVED and duly approved to award a contract for 2019 holiday lighting services to Magical Holiday Designs, in the amount of \$26,395.00, Operating funding.

Architectural Design and Review Committee – Amend 10-5160-3, ADRC Charter

MOVED and duly approved to amend 10-5160-3, ADRC Charter, as amended, incorporating the additional Committee goals approved by the GRF Board of Directors at the retreat held on June 27, 2019, adding the review and approval of monthly staff reports to the Committee, and furnishing a report at the GRF Annual meeting.

Communications/IT Committee – Amend 20-5125-3, Communications/IT Committee Charter

MOVED and duly approved to remove this item from the agenda and return to the Communications/IT Committee for further review.

Communications/IT Committee – Rescind 20-5118-3, IT Services (ITS) Committee Charter

MOVED and duly approved to remove this item from the agenda and return to the Communications/IT Committee for further review.

Executive Committee – Amend 30-1022-3, Petitions

MOVED and duly approved to amend 30-1022-3, Petitions, as amended, removing the reference to the prohibition of employees promoting or soliciting petitions; this is more appropriately included in the Employee Handbook.

Executive Committee – Adopt 30-1010-1, Authorized Spokesperson

MOVED and duly approved to adopt 30-1010-1, Authorized Spokesperson, establishing how the GRF Board and all GRF staff may communicate with internal clubs, groups, organizations, city, county, state and federal agencies and representatives and any media, including social media.

Executive Committee – Amend 30-5110-3 Executive Committee Charter

MOVED and duly approved to amend 30-5110-3, Executive Committee Charter, establishing the parameters of topics for discussion in the closed Executive Session meetings, general refinement of document language and updating of documents under the new document formatting system.

Executive Committee – Approve Directors’ Handbook

MOVED and duly approved to amend the GRF Directors’ Handbook, updating Committee Charter numbers, amending the frequency of attendance at the Parking Rules Violation Panel, generally refining document language, and indicating that every motion requires a second.

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

MOVED and duly approved to remove this item from the agenda and return to the Facilities and Amenities Review Committee for further review.

Facilities and Amenities Review (FAR) Ad hoc Committee - FINAL VOTE: Adopt 30-1406-2, Limitations on Use, Fees

MOVED and duly approved to remove this item from the agenda and return to the Facilities and Amenities Review Committee for further review.

Finance Committee – Accept July Financial Statements

MOVED and duly approved to accept the financial statements July 2019, for audit.

Finance Committee – Approve Funds Transfer Request – Reserve Funds

MOVED and duly approved a transfer of the balance in the First Foundation Bank money market account, of approximately \$25,853 in reserve funds, to close the account, plus \$1,600,000 of reserve funds from US Bank to Morgan Stanley, for the purpose of maximizing insured funds and to invest in brokered CDs at Morgan Stanley.

Finance Committee – Approve CD Purchase – Reserve Funds

MOVED and duly approved the purchase of brokered CDs from Morgan Stanley, totaling \$1,600,000, plus the balance of the First Foundation Bank money market account of reserve funds, with terms ranging from 6 months to 12 months, at the prevailing interest rates, at the time of purchase.

Finance Committee – Approve CD Purchase – Capital Improvement Funds

MOVED and duly approved the purchase of brokered CDs from US Bancorp, upon maturity of a CD in September, totaling \$247,000 of Capital Improvement funds, with a term ranging from 6 months to 12 months, at the prevailing interest rates, at the time of purchase.

Finance Committee – Approve New Vendor – Lockbox Services

MOVED and duly approved to accept the proposal submitted by ClickPay and to authorize the President to sign the proposal.

Finance Committee – Rescind 30-5519-3, Committee Budgeted Expenses

MOVED and duly approved to rescind 30-5119-3, Committee Budgeted Expenses, as it is no longer applicable.

Finance Committee – Approval of the Proposed 2020 Operating Budget

MOVED and duly approved the proposed 2020 Operating Budget, as presented in Exhibit A in the agenda packet.

Governing Documents Committee – Approve Alpha Designation to Type Codes, New Document Numbers

MOVED and duly approved the addition of an alpha designation, to be added to the document type codes, when necessary.

Mutual Administration Committee – Approve Bereavement Packet

MOVED and duly approved the Bereavement Packet for distribution.

Mutual Administration Committee – Amend 50-5165-3, Mutual Administration and Service Maintenance Committee Charter

MOVED and duly approved to amend 50-5165-3, Mutual Administration Committee Charter, incorporating the additional Committee goals approved by the GRF Board of Directors at the retreat held on June 27, 2019, general refinement of document language, updating of cost center numbers and incorporating the purpose, duties and limitations of the Service Maintenance Committee.

Mutual Administration Committee – Rescind 50-5170-3, Service Maintenance Committee Charter

MOVED and duly approved to rescind 50-5170-3, Service Maintenance Committee Charter, as the purpose, duties and limitations of the Service Maintenance Committee have been combined with the 50-5165-3, Mutual Administration Committee.

Mutual Administration Committee – Approve Installation of California Lottery, Self-Serve, Ticket Machine

MOVED and duly approved the use of approximately 5 square feet of Trust Property, within the lower lobby of Building 5, for the installation and operation of a Self-Serve Terminal California Lottery ticket machine and authorize the President to sign the agreement.

Physical Property Committee – Capital Funding Request – Shade Cover, Veterans’ Plaza

MOVED and duly approved to award a contract to USA Shade & Fabric Structures, for the installation of a 25’ x 60’ shade structure, at Veterans Plaza, based on ADRC approved color selections, at a cost not to exceed \$26,986 and add a \$3,000 contingency to cover permit fees and any unexpected expense, for a total cost of \$29,986, Capital funding, and authorize the President to sign the contract.

Physical Property Committee – Reserve and Capital Funding Requests – Pool Complex Replacements and Renovations

MOVED and duly approved Capital/Reserve Funding in the amount not to exceed a total of \$750,000 based on the scope of work called out in Exhibit A in the agenda packet, current Reserve funding is \$555,065, Capital funding needed would be \$194,935, and authorize the President sign any contracts and the Executive Director make the needed purchases for the Renovations of the Swimming Pool and area, after Finance Committee review.

Physical Property Committee – Reserve Funding Request – Replacement of Parking Stall Street Markings

MOVED and duly approved to award a contract to MJ Jurado to mark all Trust Property parking spots adjacent to curbs, with T’s and L’s, at a cost not to exceed \$18,270, Reserve funding, and authorize the President to sign the contract.

Physical Property Committee – Reserve Funding Request – Replacement Interior Components of Clubhouse Six Leased Space (Apartment)

MOVED and duly approved Reserve funds, in the amount not to exceed \$5,968, to install new blinds, paint and replace the flooring in the Ambulance Room at Clubhouse Six and authorize the President to sign the contract.

Recreation Committee – Reserve Funding Request – Golf Tee Box Replacement

MOVED and duly approved to award a contract with Eagle Golf Construction for the replacement of the nine (9) Golf Course T-Boxes, in the amount \$70,923, from Reserve Funds.

Recreation Committee – Rescind 70-1202-1, Club Membership

MOVED and duly approve to rescind 70-1202-1, Club Membership, as the rules contained in this document have been incorporated into document 70-1203-1, Membership of Clubs.

Recreation Committee – Adopt 70-1203-1, Membership of Clubs

MOVED and duly approved to adopt 70-1203-1, Membership of Clubs, incorporating the rules found in document 70-1203-1, Club Membership, effective October 1, 2019.

MOVED and duly approved to amend 70-1203-1, Member of Clubs, section 1.2.1.2 to add “or any local, state, or federal laws or requirements”.

Recreation Committee – Approve Locker Use Agreement

MOVED and duly approved the Locker Use Agreement, as presented.

Recreation Committee – Approve Locker Agreement/Invoicing Cycle

MOVED and duly approved the Locker Agreement/Invoicing Cycle, as presented.

Recreation Committee – TENTATIVE VOTE: Amend 70-1487.01.-2, Recreational Vehicle Lot (RVL) – Schedule of Fees

MOVED and duly TENTATIVELY approved to amend 70-1487.01-2, Recreational Vehicle Lot (RVL) – Schedule of Fees, for the required 28 day notice of proposed change under Civil Code §4360(a). Final action on the proposed amendment will be held at the September 24, 2019 GRF Board meeting.

Security, Bus & Traffic Committee – Conceptual Approval – Contracted Off-Property Bus Service, Two Days per Week

The Motion failed to conceptually approve contracted off-property bus service at an estimated annual expense of \$67,800 incorporating the expense into the 2020 operational budget for an additional .86 papm and direct the Security Bus and Traffic Committee to finalize contractual terms and conditions and present options for consideration for a rider use fee, for presentation at the September 2019 GRF Board meeting.

MEETING DATE:
SEPTEMBER 14, 2019

Approved Minutes

MOVED and duly approved the minutes of the August 28, 2019 Golden Rain Foundation (GRF) Board of Directors (BOD) meeting were approved, as presented.

General – Approve September GRF Board Report

MOVED and duly approved the September GRF Board Report, as presented.

General – Ratify Emergency Action – Water Line, North Gate Road

MOVED and duly approved to ratify the emergency actions and related Reserves expenditures taken by the Executive Director to replace the underground copper water line at North Gate.

Communications/IT Committee – Amend 20-5125-3, Communications/IT Committee Charter

MOVED and duly approved to amend 20-5125-3, Communications/IT Committee Charter, by adding keywords as well as incorporating the additional Committee goals approved by the GRF Board of Directors at the retreat held on June 27, 2019, and incorporating the purpose, duties and limitations of the IT Committee.

Communications/IT Committee – Rescind 20-5118-3, IT Services (ITS) Committee Charter

MOVED and duly approved to rescind 20-5118-3, ITS Committee Charter, as the purpose, duties and limitations of the Committee have been combined with the 20-5125-3, Communications/IT Committee Charter.

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

MOVED and duly approved to tentatively amend 70-1406-1, Limitations on Use, for the required 28 day notice of proposed change under Civil Code §4360(a). Final action on the proposed amendment will be held at the October 22, 2019 GRF Board meeting.

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

MOVED and duly approved to adopt 70-1406-2, Limitations on Use, Fees, for the required 28 day notice of proposed change under Civil Code §4360(a). Final action on the proposed amendment will be held at the October 22, 2019 GRF Board meeting.

Facilities and Amenities Review (FAR) Ad hoc Committee – Conceptual Approval – Trust Property, Mini Farm

MOVED and duly approved to conceptually approve GRF's direct oversight over Trust Property commonly identified as the 1.8 acres. Such conceptual approval is granted to provide Committee use of staff and general resources to draft a compre-

hensive plan covering the use of the 1.8 acres for the mutual benefit of a majority of GRF Shareholders/Members, for Board review and approval.

Finance Committee – Accept August Financial Statements

MOVED and duly approved to accept the financial statements August 2019, for audit.

Finance Committee – Selection of Audit Firm – Financial Audit and Tax Preparation Services for 2020-2022

MOVED and duly approved to accept the proposal from CliftonLarsonAllen (CLA), for annual financial audit and tax preparation services, for the fiscal years 2020 through 2022.

Finance Committee – Amend 40-5528-1, Refund of Excess Income

MOVED and duly approved to amend 40-5528-1, Refund of Excess Income, clarifying “fiscal year, operations budget” income as the subject and amending the approved methods to eliminate excess income, as presented.

Finance Committee – Amend 40-5540-1, Contingency Operating Fund

MOVED and duly approved to amend 40-5540-1, Contingency Operating Fund, updating the authorized uses of the fund, increasing the maximum balance to \$1,000,000, directing the Finance Committee to make an annual recommendation to the GRF Board pertaining to the maximum balance, establishing levels of authority to draw on the fund and updating how the fund may be replenished, as presented.

Finance Committee – TENTATIVE 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, pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on October 22, 2019.

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

MOVED and duly approved to adopt 50-1201-2, GRF Identification Cards, Fees, as presented, pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on October 22, 2019.

Physical Property Committee – Reserve Funding Request – Administration and Amphitheater Building Roofs

MOVED and duly approved to award contracts to Howard Roofing for the roof replacement at the Administration and Amphitheater buildings, for a base bid cost of \$431,687, and to Greenwood Heating and Air, for the removal and re-installation of all HVAC equipment on these roofs, for a cost of \$12,800 (including the replacement of one original unit), and contingency of \$55,513, for a total cost not to exceed \$500,000, Reserve Funding, and authorize the President to sign the contracts.

Recreation Committee – FINAL VOTE: Amend 70-1487-2, Recreational Vehicle Lot (RVL) – Schedule of Fees

MOVED and duly approved to amend Policy 70-1487-2, Recreational Vehicle Lots, Schedule of Fees, as amended.

Recreation Committee – Conceptual Approval – Learning Center

MOVED and duly approved to conceptually approve the modification of Trust Property to provide the opportunity to provide a variety of general Educational and Instructional classes for the benefit of the Shareholder/Members. The Recreation Committee is directed to finalize a general scope of modifications, furnishings and equipment needs to support the operations of ongoing education and instruction and provide all details and costs to the Board for final approval.

Recreation Committee – Amend 70-1445-1, Mission Park

MOVED and duly approved to amend 70-1445-1, Mission Park, changing the beginning hour of operation to 8:00 a.m., from 9:00 a.m.

Security, Bus & Traffic Committee – Approve Contract – Citation Services

MOVED and duly approved to award a contract to Complus Data Innovations, Inc. (COMPLUS), for parking enforcement citation equipment and supplies, for a term of 3 years beginning at the end of a 90 day implementation period after the signing of the contract, with no upfront costs or fees, and authorize the President to sign the contract contingent upon the required modifications.

MEETING DATE:
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. c.i. 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.

**MEETING DATE:
NOVEMBER 26, 2019**

Approved Consent Agenda

MOVED and duly approved to adopt the Consent Agenda: Committee/Board meeting minutes for the month of October, as presented; minutes of the October 22, 2019 Golden Rain Foundation (GRF) Board of Directors (BOD), as amended; the November GRF Board Report as presented; the financial statements October 2019, for audit; and the purchase of brokered CDs, from US Bancorp, totaling \$250,000 of Capital Improvement funds, with a term not to exceed eighteen (18) months at the broker's discretion, at the prevailing rates at the time of purchase.

General – Pool Area Renovation Project

MOVED and duly approved an additional \$15,000 of funding (\$12,500 Reserves Funds and \$2,500 Capital Funds) for the golf patio portion of the project, as approved at the August 27, 2019 meeting of the GRF Board, for the replacement of the area drainage pipes, underground electrical, associated area irrigation and the building awning and the installation of a retaining wall around the Magnolia tree and authorize the President to sign any associated agreements and/or authorize the Executive Director to initiate the purchases as required for the completion of these noted additional projects.

MOVED and duly approved to continue the demolition and discovery portions of the locker rooms and pool and spa section of the project and authorize staff to use available contingency funds within the approved project for such discovery and professional consultation.

MOVED and duly approved to place any replacements of the locker rooms, pool and spa section of the approved project on hold, pending final discovery, and direct staff

to provide a full report at the January meeting of the Physical Properties Committee. The Physical Properties Committee is directed to review the scope of the approved project against all items discovered under the demolition phase of the project and provide a recommendation to the GRF Board at the January meeting.

MOVED and duly approved to direct staff to hold a general town hall meeting on the project, as well as publish informational articles in LW Weekly, to keep the community informed on the delay of the project noting the unknown conditions discovered during the demolition phase of the approved project.

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

MOVED and duly approved to amend 20-5050-1, Billboards, updating the document language and amend 20-5050-4, Request to Display on Billboards, updating the types of documents that may be displayed and restating the instructions to complete the request.

Communications/IT Committee – Adopt 20-2806-1, Community Publications

MOVED and duly approved to adopt 20-2806-1, Community Publications, consolidating multiple documents pertaining to the use of print (LW Weekly), digital (LW Live), and other communications media with the community.

Communications/IT Committee – Rescind Communications/IT Committee Documents

MOVED and duly approved to rescind 20-2810-1, Community Submissions, 20-2811-1, News Coverage of Candidates, 20-2825-1, Special Columns, 20-2840.02-1, Deadlines, 20-2840.04-3, News Stories, 20-2840.06-3, Obituaries, 20-2840.07-3, News Photos, 20-2840.08-3, News Coverage, 20-2840.09-3, Survey Collections Point, 20-2869-3, LW Live, as presented.

Executive Committee – FINAL 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, as presented.

Executive Committee – FINAL 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, as presented.

Executive Committee – Adopt 30-5093-3, Member Rules of Conduct, Procedure for Notification of Violation and Right to Hearing

MOVED and duly approved to adopt 30-5093-3, Member Rules of Conduct, Procedure for Notification of Violation and Right to Hearing, as presented.

Executive Committee – Amend 30-5101-1, Limitation of Terms

MOVED and duly approved to amend 30-5101-1, Limitation of Term – GRF Officers & Chairs, removing the restriction of Chairs of the GRF standing committees not being permitted to succeed themselves in office for more than two (2) terms, as presented.

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

MOVED and duly approved to amend 70-1406-1, Limitations on Use, as amended (establishing criteria for who may use specified Trust Property, the addition of the Multi-use Court and Bocce Ball Court, updates of various Clubhouse Rules, an update of criteria for use of Clubhouse Facilities by outside organizations, a reference to 70-1406-2, Limitations on Use, Fees, for fee information, and authorization for the Golden Age Foundation to use the hospitality area in any Clubhouse, on any holiday, for the benefit of the Members), pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on January 28, 2020.

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

MOVED and duly approved to adopt 70-1406-2, Limitations on Use, Fee, establishing fees for organizations using Trust Property, as presented, pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on January 28, 2020.

Finance Committee – Approve 2019/2020 Master Insurance Policy Renewal

MOVED and duly approved the master insurance policy proposal, dated November 7, 2019, as submitted, in the amount of \$2,219,449, for the policy period of December 1, 2019 to November 30, 2020, and authorize the President to sign the required renewal documents pursuant to the related proposal as prepared and submitted by DLD Insurance Brokers, Inc.

Finance Committee – Exclusive Use of Trust Property, Onsite Resales Building

MOVED and duly approved the exclusive lease of Trust Property, commonly identified as the Onsite Resales Building, with the Januszka Group, Inc., per the stipulated terms and conditions of the lease agreement and upon the Januszka Group, Inc. providing all documentation as required by the agreement, and authorize the President to sign the agreement.

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

MOVED and duly approved to send notice of non-renewal of the exclusive use of Trust Property, within Clubhouse Three, by the Video Producers Club.

Physical Property Committee – Amend 60-5350-3, Construction Bids and Contracts

MOVED and duly approved to amend 60-5350-3, Construction Bids and Contracts, updating the document language, as presented.

Physical Property Committee – Approve SCE Street Light Head Replacements to LED

MOVED and duly approved the replacement of an estimated 281 SCE Street light heads with energy efficient LED 4000K lights, for the cost of \$326.40, each, or \$91,718 total. The expense to replace the lights is to be collected within a 20-year period tariff, and authorize the President sign the agreement.

Physical Property Committee – Reserve Funding Request – Main Gate, LED Lights

MOVED and duly approved for the Service Maintenance Department to replace the existing lighting at the Security Offices with LED light panels and replace the ceiling tiles, for a cost not to exceed \$3,550, Reserve funding.

Physical Property Committee – Reserve Funding Request – Clubhouse Three, Lobby Door Replacement

MOVED and duly approved to award a contract to Axxess Door to replace the automatic doors at Clubhouse Three Lobby, for a cost not to exceed \$9,878, Reserve funding, and authorize the President sign the contract.

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

MOVED and duly approved to adopt 70-2504-1, The Library, Rules and 70-2504-3, The Library, Procedures, which set forth the rules and procedures for the Leisure World Library, as presented.

Recreation Committee – Rescind 70-2501-1, Library, General Information

MOVED and duly approved to rescind 70-2501-1, Library, General Information, as presented.

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

MOVED and duly approved to adopt 70-2504-2, The Library, Fees, which sets forth

the fees associated with late charges, lost or damaged materials, and library services, pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on January 28, 2020.

Recreation Committee – TENTATIVE VOTE: Adopt 70-1447-1, Use of Community Facilities, Mini-Farm

MOVED and duly approved to adopt 70-1447-1, Use of Community Facilities – Mini Farm - Rules, setting forth the rules for fair and equitable use of the Mini Farm area, as presented, pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on January 28, 2020.

Recreation Committee – Amend 70-1400-1, Co-Occupants and Qualified Permanent Residents (QPR) Use of Clubhouses

MOVED and duly approved to return 70-1400-1, Use of GRF (Trust) Facilities, to the Recreation Committee, for review.

Recreation Committee – Capital Funding Request – Approve Feasibility Study, Savory Hospitality

MOVED and duly approved the professional consulting services by Savory Hospitality, per the attached proposal dated September 11, 2019, in the amount of \$2,300, Capital Funding, and approve the President to sign the agreement.

Recreation Committee – Capital Funding Request – Fitness Center Improvements

MOVED and duly approved consulting services from K Allan Consulting for the Fitness Center improvements, in an amount not to exceed \$3,000, Capital funds, and to approve the President to sign the contract.

Recreation Committee – Capital Funding Request – RV Lot Aisle and End Marker Replacement

MOVED and duly approved the replacement of all aisle and end cap markers throughout the RV lot, Capital funding, in an amount not to exceed \$3,330, and to the authorize Recreation Department to complete this task.

Recreation Committee – Rescind Previous GRF BOD Motion re: Locker Agreement Invoice Cycle

MOVED and duly approved to rescind the GRF Board of Directors' action of August 27, 2019, pertaining to Locker Agreement/Invoicing Cycle, and recommend the Recreation Department collect payment, at the time of renewal.

MEETING DATE:**DECEMBER 17, 2019***President's Comments*

MOVED and duly approved the placement of the Workers' Compensation Insurance, for the term of December 31, 2019 to December 31, 2020, on the December 17, 2019 Board agenda, as allowed within provisions of Civil Code §4930.

Approved Consent Agenda

MOVED and duly approved to adopt the Consent Agenda: Committee/Board meeting minutes for the month of November, as presented; minutes of the November 26, 2019 Golden Rain Foundation (GRF) Board of Directors (BOD), as amended; the December GRF Board Report as presented; and the financial statements, November 2019, for audit.

Communications/IT Committee – TENTATIVE VOTE: Adopt 20-2806-2, Community Publications - Fees

MOVED and duly approved to adopt 20-2806-2, Community Publications - Fees, which sets forth fees and guidelines for obituary submissions and articles from religious organizations, pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on January 28, 2020.

Communications/IT Committee – Capital Funding Request – Main Gate and Yard Internet Upgrades – Ubiquiti

MOVED and duly approved internet upgrades for the main gate and yard, in an amount not to exceed \$16,500, Capital Funds, and authorize the President to sign any applicable contracts.

Executive Committee – TENTATIVE VOTE: Amend 30-5025-3, GRF Election Procedures

MOVED and duly approved to amend 30-5025-3, GRF Election Procedures, accepting the amendments recommended by corporate counsel and with the Executive Committee, as presented, pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on January 28, 2020.

Executive Committee – EMERGENCY ACTION: Approve Renewal of Workers' Compensation Insurance

MOVED and duly approved renewal of our contract for Workers' Compensation Coverage, with Berkshire Hathaway Homestate Companies (BHHC), for the 2020 policy year, in the amount of \$225,812 and authorize the GRF President to sign the renewal.

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

MOVED and duly approved exclusive use of Trust Property, per the terms and conditions of the attached agreements and authorize the President to sign the agreements conditioned upon: Club/Organization Boards approval of the agreement as provided, annual lease payment and, any documentation required under the terms and condition

of the agreement.

1. Approximately 543 sq. ft., within CH3, for one dollar (\$1.00) per year, paid in advance, under the terms and conditions per the attached agreement, for use by the Genealogy Club, from January 1, 2020, to December 31, 2020.
2. Exclusive use of approximately 320 sq. ft., within the upper amphitheater, for one dollar (\$1.00) per year, paid in advance, under the terms and conditions per the attached agreement, for use by the Video Producers Club, from January 1, 2020, to December 31, 2020.
3. Exclusive use of approximately 239 sq. ft., within the upper amphitheater, for one dollar (\$1.00) per year, paid in advance, under the terms and conditions per the attached agreement, for use by the Theater Club, from January 1, 2020, to December 31, 2020.
4. Exclusive use of approximately 434 sq. ft., within CH1, for one dollar (\$1.00) per year, paid in advance, under the terms and conditions per the attached agreement, for use by the Historical Society, from January 1, 2020, to December 31, 2020.
5. Exclusive use of approximately 910 sq. ft., within the 1.8 acres, for one dollar (\$1.00) per year, paid in advance, under the terms and conditions per the attached agreement, for use by Rolling Thunder, from January 1, 2020, to December 31, 2020.
6. Exclusive use of approximately 8,800 sq. ft., of exterior Trust Property located adjacent to the North/West perimeter wall off El Dorado, for one dollar (\$1.00) per year, paid in advance, under the terms and conditions per the attached agreement, for use by Mutual Eight, from January 1, 2020, to December 31, 2020.

Mutual Administration Committee – Capital Funding Request - Custom Programming for Mutual SRO Reports

MOVED and duly approved Capital funding, not to exceed \$5,000, for custom programming necessary to generate the Mutual monthly SRO reports (SROs by Bill Code), in an Excel sortable format, if a reasonable solution cannot be identified.

Mutual Administration Committee – Micro Trenching Machine, Service Maintenance

MOVED and duly approved to authorize the Executive Director to purchase the Barreto Micro Trencher for the Service Maintenance Department, from B & M Lawn and Garden Center, for a cost of \$9,007.15 plus \$500 for any contingencies, with a total cost not to exceed \$9,507.15, Capital funding.

Security, Bus & Traffic Committee – Amend 80-5538-1, Bus Safety Rules

MOVED and duly approved to refer 80-5538-1, Bus Safety Rules, back to the Security, Bus & Traffic Committee for further review.

MEETING DATE:
JANUARY 28, 2020

Approved Consent Agenda

MOVED and duly approved to adopt the Consent Agenda: Committee/Board meeting minutes for the month of November, as presented; minutes of the December 17, 2019 Golden Rain Foundation (GRF) Board of Directors (BOD), as amended; the January 2020 GRF Board Report as presented; the financial statements, December 2019, for audit; and approved Reserve Funds Investment Purchase.

General -Conceptual Approval – Orange County Registrar, Onsite Voting Drop Box

MOVED and failed to approve the use of Trust Property for the hosting of an Orange County Registrar of Voters ballot drop off box.

MOVED and duly approved to direct the Executive Committee to review option of a pop-up voting site, that is easily accessible by bus, and report to the GRF Board of Directors no later than August 2020.

Communications/IT Committee – FINAL VOTE: Adopt 20-2806-2, Community Publications - Fees

MOVED and duly approved to adopt 20-2806-2, Community Publications - Fees, which sets forth fees and guidelines for obituary submissions and articles from religious organizations, as presented.

Executive Committee – FINAL VOTE: Amend 30-5025-3, GRF Election Procedures

MOVED and duly approved to amend 30-5025-3, GRF Election Procedures, accepting the amendments recommended by corporate counsel and with the Executive Committee, as presented.

Executive Committee – Amend 30-5028-3, GRF Director’s Handbook

MOVED and duly approved to amend 30-5028-3, GRF Director’s Handbook, which outlines the types of issues and projects the GRF Board is responsible for overseeing, the Board and Committee process and the teamwork required for managing the Trust Property and serving the Mutuals.

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

MOVED and duly approved to amend 70-1406-1, Limitations on Use, as amended, establishing criteria for who may use specified Trust Property, the addition of the Multi-use Court and Bocce Ball Courts, an update of various Clubhouse Rules, an update of criteria for use of Clubhouse facilities by outside organizations, a reference to 70-1406-2, Limitations on Use, Fees, for fee information, and authorization for the Golden Age Foundation to use the hospitality area in any Clubhouse, on any holiday, for the benefit of the Members, as presented.

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

MOVED and duly approved to adopt 70-1406-2, Limitations on Use, Fees, as presented, establishing fees for outside organizations using Trust Property, as presented.

Finance Committee – Amend 40-2230-2, Authorized Signatories

MOVED and duly approved to amend 40-2230-3, Authorized Signatories, specifying the number of signatories required on all disbursements and checks for payment of money in the name of the Golden Rain Foundation.

Physical Property Committee – Non-scheduled Reserve Funding – Replacement of Allen’s Alley Wall

MOVED and duly approved to remove agenda item 10.f.i., Non-scheduled Reserve Funding – Replacement of Allen’s Alley Wall, from the January 28, 2020 GRF Board agenda and return this matter to the Physical Property Committee for additional research, investigation and Communication with Mutual Three

Recreation Committee – Amend 70-1400-1, Co-occupants and Qualified Permanent Residents (QPR), Use of Clubhouses

MOVED and duly approved to amend 70-1400-01, Co-occupants and Qualified Permanent Residents (QPR), Use of Clubhouses, which reassigns the document to the Recreation Department rather than the Stock Transfer Office, updates document language, establishes Mutual approval of Qualified Permanent Residents (QPR), establishes that non-resident health care providers shall be required to obtain Service Passes and are not entitled to use any Trust facilities, and clarification of Mutual Seventeen lessees’ usage of Trust Property facilities.

Recreation Committee – FINAL VOTE: Amend 70-2504-2, Library Fees

MOVED and duly approved to adopt 70-2504-2, The Library, Fees, which sets forth the fees associated with late charges, lost or damaged materials, and library services, as presented.

Recreation Committee – FINAL VOTE: Adopt 70-1447-1, Use of Community Facilities, Mini-Farm - Rules

MOVED and duly approved to adopt 70-1447-1, Use of Community Facilities – Mini Farm - Rules, setting forth the rules for fair and equitable use of the Mini Farm area; the policy, as presented, shall go into effect on January 1, 2021. During the subsequent time period, the Recreation Committee and staff shall completely develop all required policies, operational guidelines and plans to execute and enforce the policy as presented.

MOVED and duly approved to authorize the Recreation Committee and staff to issue all required due notices, including, but not limited to notice of existing violations and safety concerns, notices of pending changes in operations and procedures as deemed in the best interest of the Recreation Committee to fulfill Policy 70-1447-1, as presented.

Security, Bus & Traffic Committee –Amend 80-5538-1, Bus Safety Rules

MOVED and duly approved to amend 80-5538-1, Bus Safety Rules, which identifies the type of hand-pulled carts allowed on the buses at the driver’s discretion, adds “assistive devices” to the items that must not protrude into the aisle, establishes a prohibition of pets, except for registered service animals on the buses, specifies the rules for transporting pets on the buses, for GRF approved pet event days, and affirms the bus drivers’ authority.

MEETING DATE:

FEBRUARY 25, 2020

Approved Consent Agenda

MOVED and duly approved to adopt the Consent Agenda: Committee/Board meeting minutes for the month of January, as presented; minutes of the January 28, 2020 Golden Rain Foundation (GRF) Board of Directors (BOD), as presented; the February 2020 GRF Board Report as presented; the financial statements, January 2020, for audit; and approved Reserve Funds Investment Purchase.

General - Reserve Funding Request – Roof Replacement Administration Building, Latent Construction Defects

MOVED and duly approved an additional \$37,573, Reserve funding, in contingencies for Roof Project #927-19, resulting in a total of \$93,068 (\$55,513 BOD approved funding) for contingencies for the project, and authorize the Physical Property Chair to approve the change orders.

General – Fitness Center Expansion and Enhancement, Design Approval

MOVED and duly approved to conceptually approve the design concept (Exhibit A in the agenda packet) for the expansion and enhancement of the Fitness Center and authorize the Physical Property, Recreation and Architectural Design Review Committees to take all required actions to finalize all plans and specifications and to fully develop all costs for the proposed project. Upon securing all required costs, request the availability of Reserve and Capital funds from the Finance Committee. With the Finance Committee’s determination of available funding, recommend the GRF Board review and approve the design concept.

General – Design Approval – Pool, Spa, and Locker Room Replacement

MOVED and duly approved the design concepts (Exhibits A and B in the agenda packet) for the replacement of the Pool, Spa and Lockers Room, required by the uncovered presence of numerous critical latent construction defects and authorize the Physical Properties, Recreation and Architectural Design Review Committees to take all required actions under a budget, as approved by the Board, to complete the replacement of the Pool, Spa and Locker Rooms, as quickly as reasonably possible.

Executive Committee – GRF Healthcare Benefits Renewal

MOVED and duly approved the renewal of the following GRF employee benefit plans for the plan year beginning April 1, 2020, and ending March 31, 2021: Anthem Blue Cross Medical Low and High HMO Plans, Guardian Dental HMO and PPO Plans, Guardian VSP Vision Plan, Guardian Basic Life and AD&D Insurance Plan, Guardian Long Term Disability Plan, Guardian Accident and Critical Illness Plan, Guardian Employee Assistance Plan, and Guardian Voluntary Life Plan.

Executive Committee – Capital Funding Request – Administration Building, Vacant Office Repurpose

MOVED and duly approved the office rehabilitation expenses for technology purchases and office furniture for the repurposing of the vacant office on the second floor of the Administration Building, Capital Funding, not to exceed \$2,000.

Executive Committee – Appoint Inspector of Elections for GRF and Mutual Board Elections

MOVED and duly approved to appoint Accurate Voting Services as the Inspectors of Election for the 2020 GRF and Mutual Board elections.

Finance Committee – Approve Reserve Study Proposal

MOVED and duly approved to accept the Loyalty Plan pricing, as presented in the proposal submitted by Association Reserves (Exhibit A in the agenda packet) for the preparation of a reserve study update with site visit for the budget year 2021, followed by two updates with no site visits for budget years 2022 and 2023, totaling \$9,600 per year, to be charged to each respective year's operating budget.

Physical Property Committee – Reserve Funding Request – Pool/Golf Course Project

MOVED and duly approved additional Reserve funding, not to exceed \$750,000, to replace both pools, equipment and rooms, refurbish the locker rooms, as needed, and replace all needed utilities as called out in Exhibit A in the agenda packet, and authorize the President sign the required contracts for the project.

Physical Property Committee – Capital Funding Request – Clubhouse Three, Knowledge and Learning Center, Rooms Nine and Ten

MOVED and duly approved Capital Funding, in an amount not to exceed \$315,000, for the upgrades and betterments for the Knowledge and Learning Center at Clubhouse Three: Room Nine for the purpose of creating a Knowledge and Learning Center based on the scope of work presented (Exhibit A in the agenda packet), including contingencies for assistive listening devices and unforeseen items, for a total cost not to exceed \$110,000, and Room Ten for the purpose of creating a Knowledge and Learning Center based on the scope of work presented (Exhibit A in the agenda packet), including contingencies for assistive listening devices and unforeseen items, for a total cost not to exceed \$205,000, and to authorize the President sign the contracts and Physical the Property Chairperson authorize any contingency funds.

Physical Property Committee –Capital Funding Request– 1.8 Area, Electrical

MOVED and duly approved to award a contract to Schlick Services to install a 400-amp electric panel at the 1.8 area with seven new light poles and fixtures including conduit for video surveillance and adding \$4,000 in contingencies for permits and any unforeseen needs, for a total cost not to exceed \$ 43,677, Capital funding, and to authorize the President sign the contracts and Physical Property Chairperson authorize any contingency funds.

Physical Property Committee – Operating Funding Request– Fire Protection Contract

MOVED and duly approved to award a contract to National Fire Protection, to service and maintain Trust Property fire protection equipment, for a three-year period, at a total cost of \$15,246, Operating funding, and authorize the President to sign the contract.

Physical Property Committee –Reserve Funding Request – Painting Projects -Clubhouse Four, Service Maintenance and Library

MOVED and duly approved to award a contract to Certa Pro Painters, for the exterior painting of Clubhouse Four and the Service Maintenance buildings, as well as the interior painting of the Library and Friends of the Library buildings, for a total cost not to exceed \$34,388, including a 5% contingency (\$1,638), Reserve funding, and authorize the President sign the contract and Physical Property Chairperson authorize any contingency funds.

Physical Property Committee – Capital Funding Request – Main Gate Improvements (Exit Area, Break Room and Kitchen Area

MOVED and duly approved improvements at the Security Main Gate (break room, kitchen area and exit office), to be carried out by the Service Maintenance Department as called out in Exhibit A in the agenda packet, for a cost not to exceed \$17,440, Capital funding, and authorize the Executive Director to issue the work order.

Physical Property Committee – Reserve Funding Request – Clubhouse Four, Replace Flooring, Lapidary Room

MOVED and duly approved to award a contract to Cornerstone Flooring, to replace the flooring in the Lapidary Room of Clubhouse Four, for a cost not to exceed \$8,684, and add contingencies of \$1,316, for a total project cost not to exceed \$10,000, Reserve funding, and to authorize the President to sign the contracts and Physical Property Chairperson authorize any contingency funds.

Physical Property Committee – Reserve Funding Request– Administration Building, Replacement of HVAC Unit One

MOVED and duly approved the replacement of the rooftop HVAC, unit #1, at the Administration Building, for a cost not to exceed \$4,200, Reserve funding, and authorize the Executive Director to initiate the request and authorize the President to approve the agreement.

Policy Recap 2019-2020

ARCHITECTURAL DESIGN & REVIEW COMMITTEE (N/A)

Amended

- 10-5160-3 ADRC Charter (Aug) (Sept)

COMMUNICATIONS/IT COMMITTEE

Adopted

- 20-2806-2 Service Fees (Dec)

Amended

- 20-2806-1 News Coverage (Nov)
- 20-5050-1 Digital Billboards (Jul) (Sept) (Nov)
- 20-5050-4 Request to Display on Digital Billboards Aug) (Sept) (Nov)
- 20-5125-3 Communications/IT Committee Charter (Aug) (Sept)

Rescinded

- 20-2804-36 Community Newsletter Submissions (Nov)
- 20-2810-36 Community Submissions (Nov)
- 20-2811-36 News Coverage of Candidates (Nov)
- 20-2825-36 Special Columns (Nov)
- 20-2840.02-36 Deadlines (Nov)
- 20-2840.04-36 News Stories (Nov)
- 20-2849.06-36 Obituaries (Nov)
- 20-2840.07-36 News Photos (Nov)
- 20-2840.08-36 News Coverage (Nov)
- 20-2840.09-36, Collection Point (Nov)
- 20-2869-36 LW Live (Nov)

Reviewed

- 20-2806-1 Community Publications (Feb)
- 20-2841-2 Graphic Design Services (Dec)
- 20-5050-1 Digital Billboards (Sept)

EXECUTIVE COMMITTEE

Adopted

- 30-1010-1 External Communication, Authorized Spokesperson (Aug)
- 30-5083-3, Anti-Discrimination Procedures (Mar)
- 30-5093-3 Member Rules of Conduct, Procedure for Notification of Violation and Right to Hearing (Nov)

Amended

- 30-1220-3 Member Code of Conduct (Aug)
- 30-5020-1, Organization of the Board (Mar)
- 30-5025-3 GRF Election Procedures (Dec)
- 30-5025-3, GRF Election of Officers (Mar)
- 30-5092-1, Code of Ethics (Mar)
- 30-5101-1 Limitation of Terms (Nov)
- 30-5110-3 Executive Committee Charter (Aug) (Sep)

Reviewed

- 30-1010-1 External Communication, Authorized Spokesperson (Jul)
- 30-1220-1, Sub-Committee Resident Specialist (Mar)
- 30-1220-3 Member Code of Conduct (Jul)

FINANCE COMMITTEE

Amended

- 40-2115-1 Copy and Supply (Oct)
- 40-2115-2 Copy and Supply, Fees (Oct)
- 40-2230-3 Authorized Signatories (Jan)
- 40-3324-2 Purchasing Fees (Oct)
- 40-5061-2 Fees (Sep)
- 40-5515-3 Finance Committee Charter (Jul) (Sep) (Oct)
- 40-5516-3 Committee Non-budgeted Expenses (Oct)
- 40-5528-1 Refund of Access Income (Sep)
- 40-5540-1 Contingency Operating Fund (Sep)

Rescinded

- 30-5519-3, Committee Budgeted Expenses (Aug)

Reviewed

- 40-5061-2, Fees (Oct)
- 40-5115-3 Finance Committee Charter (Dec)
- 40-5520-1 Reserves (Dec)

MUTUAL ADMINISTRATION COMMITTEE

Adopted

- 50-1201-2 GRF Identification Cards, Fees (Sep)

Amended

- 50-1201-1 GRF Identification Cards (Sep)
- 50-1610-3 GRF Membership Eligibility Criteria
- 50-5165-3 Mutual Administration Committee Charter (Aug) (Sep) (Oct)

Reviewed

- 50-2115-1 Copy and Supply Center Services (Oct)
- 50-2115-2 Copy and Supply Center Services, Fees (Oct)
- 50-5336-1 Gate Passes (Sep)
- 70-1400-1 Use of GRF (Trust) Facilities

Rescinded

- 50-5170-3 Service Maintenance Charter (Aug)
- 1801-33 Qualified Permanent Resident and Co-occupant Agreements

PHYSICAL PROPERTY COMMITTEE

Amended

- 60-5130-3 Physical Property Committee Charter (Jul) (Sep)
- 60-5350-3 Construction Bids and Contracts (Nov)

Reviewed

- 60-3331-1 Landscape Perimeter Walls (Oct)
- 60-5130-3 Physical Property Committee Charter (Oct)
- 60-5504-1 Insurance Requirements-Contractors (Oct)
- 60-5504-1A Insurance Requirements-Vendors (Oct)

RECREATION COMMITTEE

Adopted

- 70-1203-1 Member of Clubs (Aug)
- 70-1433-1 Locker Use (Jul)
- 70-1447-1 Use of Community Facilities-Mini Farm (Nov)
- 70-2504-1 Library Rules (Sep) (Nov)
- 70-2504-2 Library Rules, Fees (Sep) (Nov)
- 70-2504-3 Library Procedures (Sep) (Nov)
- 70-2504-4 Release of Liability Form (Oct)

Amended

- 70-1400-1 Co-occupants and Qualified Permanent Residents (QPR), Use of Clubhouses (Jan)
- 70-1442-3 Marquee (Jul)
- 70-1445-1 Mission Park (Sep)
- 70-1447-1 Use of Community Facilities-Mini Farm (Nov)
- 70-5135-3 Recreation Committee Charter (Jul) (Sep)

Rescinded

- 70-2501-1 Community Facilities Library Patron Use (Sep)

SECURITY, BUS & TRAFFIC COMMITTEE

Adopted

- 80-5580-1, Gate Passes – Rules (Mar)
- 80-5580-2, Gate Passes – Fees (Mar)
- 80-5580-3, Gate Passes – Procedures (Mar)

Amended

- 80-5145-3 Security Committee Charter (Sep)
- 80-5538-1 Bus Safety Rules (Dec) (Jan)

Rescinded

- 80-5536-1, Guest Passes (Mar)

Annual Meeting Minutes

June 11, 2019

ANNUAL MEETING MINUTES - GOLDEN RAIN FOUNDATION June 11, 2019

CALL TO ORDER

The 56th Annual Meeting of Members of the Golden Rain Foundation was held in Clubhouse Four on June 11, 2019, called to order by President Linda Stone.

President Stone stated that today's meeting had been convened in compliance with Article III, Sections 2 and 3, of the Foundation's By-Laws and, following Corporate Secretary Fekjar's statement that all members were sent notice of such meeting, she declared it to be in session at 2:01 p.m.

PLEDGE OF ALLEGIANCE

GRF Corporate Secretary Suzanne Fekjar led the Pledge of Allegiance.

ROLL CALL

The Corporate Secretary reported that Board Members Perrotti, Pratt, Snowden, L. Stone, Gerber, Hopewell, Rapp, Fekjar, Dodero, Winkler, Heinrichs, Findlay, Lukoff, Friedman, Isom, and Moore were present. Executive Director Ankeny and Director of Finance Miller were also present. Sixteen members were present, constituting a quorum of the voting majority.

MEMBERSHIP PARTICIPATION

President Stone stated that by prearrangement, through a notice published for three consecutive weeks in the *Leisure World Weekly*, members wishing to do so were invited to participate in the Annual Meeting. Three written requests were received and referred to the appropriate departments and/or committees.

APPROVAL OF 2018 ANNUAL MEETING MINUTES

By REQUEST of Mutual Six, shareholder Lynn Baidack, the reading of the minutes of the Annual Meeting, held on June 12, 2018, was dispensed with, and the minutes were approved and ordered to be filed in the corporate records as heretofore published. Ms. Fekjar seconded the motion; the Board members present unanimously indicated their favor of the motion.

INTRODUCTION OF PRESENT DIRECTORS

The present Board members were introduced by President Stone:

Mutual One, Leah Perrotti; Mutual One; Mutual Two, Paula Snowden; Mutual Two, Paul Pratt; Mutual Three, Linda Stone; Mutual Four, Marsha Gerber; Mutual Five, Mutual Six, Susan Hopewell; Mutual Seven, Kathy Rapp; Mutual Eight, Suzanne Fekjar; Mutual Nine, Tony Dodero; Mutual Ten, Ronde Winkler; Mutual Eleven, Irma Heinrichs; Mutual Twelve, Lucille Findlay; Mutual Fourteen, Barry Lukoff; Mutual Fifteen, Phil Friedman; Mutual Sixteen, Janet Isom; and Mutual Seventeen, Perry Moore.

Annual Meeting Minutes of the Board of Directors, 06.11.19

Director Richard Stone was seated on the Mutual One Board on Friday, June 7, 2019 and Director Wayne Gould was seated on the Mutual Five Board on Tuesday, June 11, 2019.

President Stone recognized retiring Mutual One, Five and Seventeen GRF Representatives for their service on the Board. On behalf of the community, President Stone thanked these Board members for their hard work and dedication and shared a brief history of their GRF activities.

INTRODUCTION OF NEWLY-ELECTED DIRECTORS

President Stone then introduced the newly elected directors of the Board: JoAnn St. Aubin, Mutual One; William Thompson, Mutual Five; and Nick Massetti, Mutual Seventeen.

REPORTS

In accordance with Article V, Section 2, of the GRF By-Laws, the Annual Meeting of members is the time and place for receiving reports from chairpersons. President Stone offered the opportunity for the committee chairs to offer comments, regarding their Committees. The Chairs thanked the members of their committees and staff members individually.

EXECUTIVE DIRECTOR'S COMMENTS

The Executive Director thanked the Shareholder/members, the GRF Board and the staff for another excellent year.

INSTALLATION OF NEWLY-ELECTED DIRECTORS

President Stone announced that Ms. St. Aubin, Mr. Thompson, and Mr. Massetti were officially installed as Directors of the Golden Rain Foundation.

ADJOURNMENT

The meeting was adjourned at 3:17 p.m.

Suzanne Fekjar, Corporate Secretary
Board of Directors
/dfb

These are tentative minutes only, subject to the approval of the members of the Golden Rain Foundation.



**2019/2020
Committee
Reports**

ARCHITECTURAL DESIGN & REVIEW COMMITTEE



Committee Chair

Irma Heinrichs

Committee Members

Tony Dodero, Janet Isom,
Leah Perrotti, JoAnn St. Aubin

Cost Center under

Committee oversight: ADR

The ADR Committee has worked diligently this year on various projects aimed at enhancing our community and lifestyle.

The pool renovation has become a major project. The discovery of many deficiencies within the infrastructure required immediate replacement. This project also includes the expansion of the pool and the renovation of the women's and men's shower areas. Our members will be able to avail themselves of this greatly enhanced amenity, as well as appealing to prospective buyers interested in joining our community. Other projects include landscape replacement on Trust Property, the addition of murals in our club houses and the Golf Course renovations.

I would like to thank Committee Members Tony Dodero, Janet Isom, Leah Perrotti and JoAnn St. Aubin for their hard work, time commitment and enthusiasm. Our work could not be accomplished without the support provided by the GRF staff members, particularly Mark Weaver, Facilities Director, and David Rudge, Physical Property Manager, and Thomas Fileto, Recreation Manager. Also, without question, I want to thank Randy Ankeny, Executive Director, and Linda Stone, GRF President, and Susan Hopewell, GRF Vice President, for their support and guidance. Their efforts and expertise have provided the support we needed to accomplish many of our goals. Lastly, we could not have accomplished any of our tasks without the support of our outstanding recording secretary, Corina Mancilla.

Thank you to the ADR Committee for your dedication to this Committee and our community.

Respectfully submitted,

Irma Heinrichs

GENERAL INFORMATION ABOUT DEPARTMENT

Along with oversight of landscaping in the community, the Architectural Design Review Committee has been involved in many projects and reviewed many requests for design, color and material choices for Leisure World Seal Beach. Some of the contributions from the committee include:

1. INSTALLATION OF AFRICAN DAISIES AT THE FOUR CORNERS OF GOLDEN RAIN ROAD AND ST ANDREWS DRIVE AND AT THE HEALTH CARE CENTER PARKING LOT



2. NUVISION SIGN REPLACEMENT.



3. SELECTION OF FABRIC COLOR, DESERT SAND, AND POST STRUCTURE COLOR, BROWN, FOR THE VETERANS PLAZA SHADE STRUCTURE



4. GRF ENTRY PASS

SPEED LIMIT 25	GRF ENTRY PASS DISPLAY ON THE DASHBOARD
MUTUAL	ISSUED ON MAY 10, 2020
12	EXPIRES NOON OF MAY 13, 2020
123B	LICENCE PLATE 6TRJ677

5. POOL AREA SELECTIONS



6. STANDARD FURNITURE – NAVY BLUE CAFÉ CHAIRS AND 36" W X 29" H ROUND NATURAL TABLE



7. SERENITY GARDEN LANDSCAPE IMPROVEMENTS.



8. LANDSCAPE IMPROVEMENTS AT CLUBHOUSE FOUR WEST SIDE

**9. POT AND PLANT SELECTION-
VETERANS PLAZA • CLUBHOUSE TWO •
CLUBHOUSE SIX**





COMMUNICATIONS & IT COMMITTEE

Over the past year the Communications and ITS Committee continued its role of oversight of the operations of the GRF Communications and ITS Departments as they continue to provide the Mutuals and their occupants with services they can truly value.

The following department reports will describe improvements made to recurring and new publications that provide valuable information that help to enhance our daily living within the community. Many completed improvements are actually behind the scenes such as upgrades to staff computer software, a new policy tracking software, a new software help manage service maintenance transactions and several other accomplishments. I would like to acknowledge and express the Committee's gratitude to the talented



Committee Chair

Nick Massetti, Chair

Committee Members

- Susan Hopewell, Vice Chair
- Janet Isom
- Paul Pratt
- William Thompson
- Linda Stone, Ex-Officio

Committee Charter

Policy 5125-36

Cost Center under Committee oversight:

Cost Center 236 – News

and dedicated IT Supervisor Daniel Fabian and IT Technician Seth Iskenderian who keep our systems operating while at the same time implementing the improvements.

The newspaper is also continually evolving as an important economical path to provide residents with required official updates as well as news about the myriad activities that make our community so special. Challenged by the decline of news print advertising revenue a more cost effective printing and delivery system has been implemented along with improved sales management. Important next steps include improving our social media presence as well as the on line accessibility of the newspaper. I would like to also express the Committee's gratitude to the talented and dedicated Director of Communications and Technology Nataly Chigireva and all the staff for providing the attractive and useful publications that help us get the most out of our leisure living.

The Committee also acknowledges the continuing support of Communications OPS Coordinator Katya Lukina who adds to her normal creative duties in the Communications Department to serve also as Committee Recording Secretary.

Respectfully,

Nick Massetti

Chair Communications Committee.

COMMUNICATIONS DEPARTMENT REPORT

GENERAL INFORMATION

The Communications Department is one of the vital GRF departments. For many years its printed and digital publications have served the Leisure World community as a source of important information.

The Communications Department is responsible for the production, print and distribution of LW Weekly Newspaper, several annual magazines, projects such as calendars, maps, bus schedules, email alert system (LW Live), and, most importantly, services such as Classifieds, advertising sales and sponsorship of Amphitheater events.

By analyzing, developing and implementing new marketing and communication strategies, The Communications Department is supporting GRF corporate goals, contributing to building corporate reputation and value, expanding advertising revenue sources and boosting sales.

From the development of an effective department operation strategy, to the improved branding and design of main GRF communication mediums, the Communications Department this year further extended its level of expertise and services across the Leisure World community, breaking new ground in several key areas.

2019 / 2020 PROJECTS & PUBLICATIONS

1. LW Weekly

LW Weekly newspaper provides a communications medium for the Golden Rain Foundation (GRF), Mutual Boards of Directors and Leisure World members / shareholders. It reports on community news, special events, social clubs and meetings. It also features news and information on local events, health, finance, travel, the arts and consumer protection – scams and fraud. It is published weekly and delivered to every front door plus 2,000 copies to local senior centers, care facilities and businesses. LW Weekly is also available on www.lwsb.com and is the most visited page of the website.

- In 2019 in order to offset declining advertising interest, the Communication Department significantly negotiated distribution pricing, increased advertising pricing for inserts, contracted newspaper printing to a different printing facility - all to achieve the desirable production savings.

LW WEEKLY STATISTIC

Quantity:	8,000
Average Page Count:	32
Advertising/Editorial ratio	60/40

2019 Ad revenue: \$722,776

- Printing actual: \$178,520
- Distribution: \$ 120,284
- Net revenue: \$423,972

2. Community Map Redesign

Last year the Communications Department accomplished very big project - creation of a realistic, detailed community map. The 25 x 20.5 4-color Comprehensive Community Map was developed to easily navigate Leisure World, its administrative offices, clubhouses, churches and other important locations within as well as highlighting the different Mutual borders. The Community Map is given to all new move-ins and is made available to Shareholder/members throughout the year – it is also sold for \$1.00 to potential buyers and realtors.

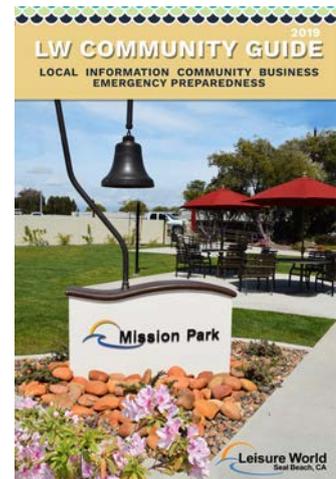


3. 2019 LW Community Guide

A 160-page directory with shareholder/member contact information also got a makeover; we added useful information about important community procedures like disaster preparedness, Leisure World facilities, local and federal government and internal and city-wide service information; and yellow pages featuring local business advertisements. The LW Community Guide will replace the annual Telephone Directory publication moving forward.

LW DIRECTORY STATISTICS

Quantity:	7,500
Ad Revenue	\$43,165
Printing/Distribution:	\$12,146
Total Revenue:	\$31,019



4. 2019 LW Calendar

We are continuously improving the look and feel of all GRF publications. This year's Calendar had better printed quality, a professional design and thanks to Leisure World Shareholder's talents, so many beautiful photographs.

5. 2020 Minibus Schedule Guide

The Communications Department is proud to present a redesigned, full color, 32-page comprehensive guide to navigate the GRF bus system. We have updated routes, schedules and maps and created additional spacing for advertisers to offset the cost of print and production. The Minibus Guide is available to Shareholder/members throughout the year.

6. 2019 Spotlight On Entertainment and Sponsorship

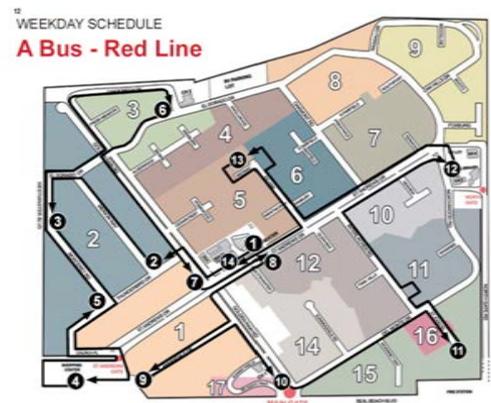
An exciting redesigned 32-page magazine that showcases the music, shows, movies and special events that take place in Leisure World throughout the year. It also includes comprehensive calendars for weekly, monthly and yearly GRF events. The Spotlight On Entertainment is published yearly and delivered to every front door.

2019 SPOTLIGHT STATISTICS

Quantity:	7,500
Spotlight Magazine Ad Sales:	\$11,330
Amphitheater Shows Sponsor Sales:	\$13,500
Amphitheater Movies Sponsor Sales:	\$2,800
Printing Costs:	\$7,000

7. LW Live

LW Live is Leisure World's one-way, real time email alert system that keeps Shareholder/members informed during emergencies and communicates urgent information about safety, governance and recreation issues. Residents can sign up for this service in person or online. Our hardworking staff improved visual design of emails and made it more exciting to read.



8. Tecnavia Software & Launch of LWEEKLY.com

Tecnavia Software is a powerful solution used by many newspapers to provide readers with a responsive design website and digital replica of our valued print publications.

Tecnavia will allow us:

- To emphasize web content as a complement to print media.
- Combine all our live news print ed content into a unified online reader experience.
- Maintain web page layout with minimal production effort. Print stories automatically extracted for web use.
- Add breaking news, publish to social networks, enrich content via video galleries.
- Sell subscriptions combining print digital (web print replica) or digital only.
- Expand advertiser marketplace features and display ads automatically exported from print edition.
- Display locally sold web ads or participate in TAN! Tecnavia’s Ad Network
- Provide regional national ads without extra sales effort.
- Provide online forms for readers to submit announcements, classifieds and letters to the editor through website
- Add unlimited 3rd party links, e.g. AP, weather, etc.



Projects mentioned above are just some highlights of the Communications Department contribution to GRF. During 2019-2020 the Communications Department also redesigned some parts of LW Weekly, Realtors Guide Brochure, created Job Fair GRF Employee Booklet and Kiosk Design, Updated Advertising Media Kits, designed 100s of Digital Billboards, GRF Corporate Style & Presentation and much more.

IT DEPARTMENT REPORT

GENERAL INFORMATION

Information Technology is an essential element in any company. Computer hardware and software allows businesses to innovate and work more efficiently. The IT department is responsible for the research, implementation, maintenance, and expansion of all information technology systems.

The department's primary objective is to support staff and ensure all technical hardware and systems are functioning properly. The department is also responsible for the flow of information amongst staff members, the board/committees, and the residents via the community website and various software systems.

The IT Supervisor interfaces directly with technical support vendors and ensures both companies' goals align.

By utilizing technology, the Golden Rain Foundation staff maximizes efficiency and accomplishes its mission: cater to Leisure World's shareholders by managing and maintaining the community's facilities.

LIST OF 2019 PROJECTS

Square POS

Description of Project: We are currently utilizing NCR Silver in 8 locations to process debit and credit card transactions. We have upgraded to Square POS which is more user friendly and has card readers that are quicker and reliable. The software allows staff to generate online invoices and bill customers via email which makes it easier for residents to make purchases. It also reduces incoming office traffic. In addition, the Accounting department reported more robust reporting tools.

Date:	April 2019
Equipment Cost:	\$250
Monthly Cost:	\$20



Nest Thermostats

Description of Project: We have 13 thermostats located throughout the GRF offices. Thermostats control approximately half of the energy bill on average. These thermostats run 24 hours a day, 7 days a week, which leads to unnecessary energy costs. Nest smart thermostats are the first thermostat to become ENERGY STAR certified. We are saving 15% on cooling and 15% on heating a year where NEST is installed – about \$200/month cost savings annually per thermostat.

Date:	May 2019
Device Cost:	\$230





Play Digital Signage

Description of Project: We have 8 digital billboards installed throughout the facilities. These billboards have become an effective channel of communication from the GRF to the residents. We have upgraded to Amazon 4k Fire Stick TVs with the PLAY digital signage software. The new software allows us to control all digital billboards from one computer, check Internet connectivity of all devices, and automatically schedule flyers to be removed on a certain date.

Date:	August 2019
Hardware Cost:	\$50
Monthly per billboard:	\$18

Surveillance Cameras

Description of Project: We replaced and upgrade surveillance cameras in a number of key locations. These locations are crosswalks and high traffic areas. High resolution security cameras allow us to stream and record clearer footage in the event of an incident.

Date:	October 2019
Camera Cost:	\$400

PowerDMS & Governing Documents

Description of Project: The GRF and Mutual policies are the documents which govern our community – therefore it is of utmost importance that these policies are managed properly. The PowerDMS software improves our policy workflow and allows for track changes, a review & approval process, audit trails, document version history, searchability, and notification functionality.

We re-formatted and re-numbered all policies to “governing documents” so they are more organized and simpler to read. The new governing documents page lists all governing documents by department and category.

Date:	February 2020
Annual Cost:	\$6,300



airFiber Internet Upgrades

Description of Project: We installed high frequency antennas at the security gate and service maintenance yard. These 24GHz antennas increase internet speeds by x3 for staff at these key locations. Call quality and general system speed is increased which improves overall productivity.

Date:	March 2020
Cost:	\$19,500



EXECUTIVE COMMITTEE



Committee Chair

Susan Hopewell

Committee Members

Kathy Rapp, Leah Perrotti, Linda Stone, Suzanne Fekjar, Marsha Gerber, Ronde Winkler

Committee Charter: 5110-30

Cost Center under Committee oversight: Cost Center 320, 330, 629, 655

One of the responsibilities of the Executive Committee is to work with the Human Resources Department in the management of employee related issues, services, and benefits. Leann Dillman was appointed Human Resources Director in 2019. She has demonstrated exceptional leadership and skills from day one. Her responsibilities include benefits administration, training, and development of GRF staff, employee relations, employee recruitment and screening as well as compensation and payroll management. She and her assistant, Jamilah De Roux, have created a well-run and deeply respected department that serves the vast needs of our management staff and GRF employees. Another vital role of the Human Resources Department is understanding and complying with labor laws. This is challenging under the best of circumstances, especially in California. In March 2020, with the outbreak of COVID-19, this became even more challenging with changes in Federal and State laws. Ms. Dillman and Ms. De Roux did an outstanding job of compiling, understanding, and communicating these changes, not only to management, but also to GRF staff. In an extremely stressful and uncertain time, their compassionate assistance to employees in navigating and understanding the new “normal” was outstanding. We are grateful for their commitment to excellence.

Susan Hopewell

GENERAL INFORMATION ABOUT DEPARTMENT

Human Resources is primarily responsible for all of the GRF staff members. It is our pleasure to provide our organization with structure and the ability to meet the business needs through managing our most valuable assets – our employees.

GRF’s Human Resources Department is a multi-faceted department involving strategic and comprehensive approaches to managing people as well as encouraging collaboration and safety. In addition, our focus includes recruiting the right people for the right job, employee-employer relations, competitive wages and benefits, day to day operations for personnel and payroll changes along with being in compliance with all federal, state and local labor laws

LIST OF 2019 PROJECTS:

1. Project 1 News Room Rehabilitation

The storeroom in the News building had been long neglected and a daunting project. With the collaboration of the departments who share this common space, the “great clean out” was accomplished. Thanks to Mutual Administration and Stock Transfer, Human Resources was able to organize, file, and clean the shared area.



2. Project 2 Monthly Staff Recognition Award Program

The Golden Rain Foundation values the efforts of its employees to achieve its goals in providing an enhanced quality of life for our active adult community of Seal Beach Leisure World. Outstanding employees deserve to be recognized both as a reward for exceptional performance and as a model to other employees. With the inception of this new award program in April 2019, GRF recognized employees who have gone “above and beyond” the call of duty. This award program is intended to show appreciation and recognition of individuals for these exceptional contributions and customer service inside and outside of their departments. We are happy to celebrate the employees who were selected in this year’s program.

NAME	DEPARTMENT	MONTH
SORA LEE	FINANCE	APRIL 2019
GEORGE MADRID	SERVICE MAINTENANCE	MAY 2019
BELINDA MEACHAM	STOCK TRANSFER	JUNE 2019
LARRY NORLANDER	SECURITY	JULY 2019
SUSAN FLYNN	RECREATION	AUGUST 2019
MICHAEL MEZA	PHYSICAL PROPERTY	SEPTEMBER 2019
JEANNIE BRAUN	SERVICE MAINTENANCE	OCTOBER 2019
STEPHANIE LOUISON	MUTUAL ADMINISTRATION	NOVEMBER 2019
MARSHALL KERR	FINANCE	DECEMBER 2019
DIANE SCHULTZE	FINANCE	JANUARY 2019
CONRAD GIACOMAZZI	SERVICE MAINTENANCE	FEBRUARY 2020

Employees nominated for this monthly award are eligible for the Employee of the Year. We are happy to announce that Susan Flynn, August 2019 was honored for her outstanding service to GRF and shareholders. Congratulations to all employees!

Hire and Separations – by Cost Center from April 2019 to March 2020

DEPARTMENT	NEW HIRES	SEPARATIONS
236 - NEWS	2	3
320 - HUMAN RESOURCES	1	1
431 - FINANCE	2	3
432 - PURCHASING	1	1
533 - STOCK TRANSFER	1	2
544 - COPY & SUPPLY	0	1
545 - MUTUAL ADMINISTRATION	3	4
574/575 - SERVICE MAINTENANCE	8	9
656 - GYM	1	0
670 - PHYSICAL PROPERTY	0	0
735 - LIBRARY	2	2
746 - GOLF COURSE	2	3
748 - POOL	2	0
GRAND TOTAL	25	29

Employee Counts by Department – As of March 31, 2020

Department	Full-Time		Part-Time Non-Exempt	Per Diem Non-Exempt	Total
	Exempt	Non-Exempt			
236 – News	1	6	0	0	7
320 – Human Resources	1	1	0	0	2
322 – Emergency Preparedness	0	1	0	0	1
330 – Administration	2	2	0	0	4
431 – Finance	4	6	0	0	10
432 – Purchasing	1	2	0	0	3
533 – Stock Transfer	1	3	0	0	4
544 – Copy & Supply	0	2	0	0	2
545 – Mutual Administration	3	2	0	0	5
574/575 – Service Maintenance	2	32	2	0	36
656 – Gym	0	0	5	0	5
670 – Physical Properties	2	13	1	0	16
735 – Library	2	2	4	0	8
740 – Recreation	3	3	1	0	7
746 – Golf Course	0	0	5	0	5
748 – Pool	0	0	3	2	5
837 – Security	2	16	36	5	59
838 – Transportation	1	3	22	0	26
934 – Information Technology	1	1	0	0	2
Total 2020	26	95	79	7	207
2019	26	95	83	8	212
2018	24	96	98	10	228
2017	24	90	107	8	229

EMPLOYEE LONGEVITY	
Employees with 25 Years or More of Service	
46.9 yrs Juan Robledo – Service Maint.	31.4 yrs Richard Stolarz – Service Maint.
46.4 yrs Ruben Gonzalez – Service Maint.	31.2 yrs Eila VanSauter – Transportation
40.8 yrs Jesus Lopez – Service Maint.	28.4 yrs David VanHorn – Physical Property
39.4 yrs Mark Weaver – Community Facilities	28.1 yrs Gerald Antisdell – Physical Property
38.9 yrs Grant Winford – Transportation	27.6 yrs Felix Rac – Service Maint.
35.7 yrs Terry De Leon – Recreation	27.1 yrs Kevin Black – Physical Property
33.5 yrs Edgar Santamaria – Service Maint.	26.1 yrs William Marquardt – Security
31.7 yrs Ruth Osborn – News	

Total Employee Count

Employee Type	Count	% of Total
Full-time	121	59%
Part-time	79	38%
Per Diem	7	3%
Total	207	

SAFETY

Workers Compensation - Incident Report by Month

- The reduction in our injury rate and the cost of injuries treated resulted in a corresponding reduction in our Experience Modification. The renewal of our Workers' Compensation Insurance carrier provided in an **initial premium reduction of \$44,161.**

Month	Injuries
March 2019	0
April 2019	3
May 2019	5
June 2019	3
July 2019	0
August 2019	1
September 2019	1
October 2019	1
November 2019	1
December 2019	1
January 2020	1
February 2020	2
Total	19

HEALTHCARE

- The approval of our Group Health plan, which included an 8% cost savings in the budgeted Medical Insurance expense for the period April 1, 2020 through December 31, 2020. This is an estimated **savings of \$(47,026)**.

GL Category	2020	Proposed Rates	Amount Over (Under) Budget	
	April to December	April to December	Based on Current Coverage Levels	
6143000 Medical	\$569,349	\$522,333	\$(47,016)	-8.3%
6143300 Dental	\$13,196	\$13,196	\$-	0.0%
6143500 Vision	\$8,609	\$8,604	\$(5)	-0.1%
6145000 Life	\$26,055	\$26,050	\$(5)	0.0%
Total Amount	\$617,209	\$570,183	\$(47,026)	-8%

FINANCE COMMITTEE



Committee Chair

Ronde Winkler

Committee Members

Tony Doderer, Phil Friedman,
Barry Lukoff, Nick Massetti,
Paul Pratt, Kathy Rapp

Cost Center under Committee oversight:

Cost Center 431 – Finance Department

Cost Center 432 – Purchasing Department

Cost Center 439 – Resales Office

Cost Center 460 – Health Care Center

The Finance Committee has the duty to review and approve all financial aspects of the Golden Rain Foundation, (GRF), and forward its recommendation to the GRF Board of Directors for final approval. This includes the operating budget, investments, use of reserve and capital funds, income producing leases and contracts, insurance expense, disposition of assets and acceptance of the annual certified audits.

The monthly Finance Committee meetings are held, as a general rule, after all the Standing Committees meet, to review and approve if funds are available and to continue the use of reserve and capital funds, income producing and finance related expenses such as insurance policies and audits.

Once again, we are pleased to announce our auditors found an unmodified opinion of our December 31, 2019, financial statements. In addition, we leased our resale offices to a new tenant, the Januszka Group, expanded our investments resources to an additional financial group, Morgan Stanley, and reviewed and rewrote the financial policies governing our responsibilities.

The Finance department and Mutual Treasurers incurred additional responsibilities with the passage of SB323, regarding the oversight needed to verify the accuracy of the individual corporation financial statements including GRFs'. Along with the financial statements, the trial balance, accounts receivable, and bank reconciliations all need to be reviewed.

A heartfelt thank you to the Finance Committee members and our corporate Finance Director, Carolyn Miller, and her very capable and very busy staff for doing a very timely and creditable job producing our financial information.

Ronde Winkler

GENERAL INFORMATION ABOUT DEPARTMENT

The Finance and Purchasing departments support all fiscal responsibilities of the Golden Rain Foundation as well as all sixteen Mutual Corporations.

The two departments report to the Finance Committee who oversees all matters pertaining to Finance, Purchasing, Insurance (excluding workers compensation), Investments, Reserve and Capital Funds, Income-Producing Leases and Management Agreements in accordance with Policy 5115-31. The following paragraphs contain brief descriptions of the major functions of the Finance Committee supported by the Finance and Purchasing departments:

- 1. Audits** – The Finance Committee acts as the audit oversight committee. Responsibilities include monitoring internal controls, ensuring the financial statements are prepared and fairly present the financial condition of the Golden Rain Foundation in conformity with U.S. generally accepted accounting principles. Additionally, responsibilities include making all financial records and related information available to the auditors as well as the accuracy and completeness of this information.
- 2. Budgets** – The Committee has full oversight of the compilation of the annual budget prior to board adoption to ensure a prudent budget. Throughout the year, the Committee monitors actual revenues and expenditures against the operating budget to ensure responsible fiscal management.
- 3. Capital Funds** – The Committee monitors capital contributions through the collection of membership fees and reviews all capital expenditure requests to ensure funds are available prior to board approval.
- 4. Contracts** – On a monthly basis, the Committee monitors contract expiration dates in order to allow sufficient time to review expiring contracts and make appropriate modifications for renewal.
- 5. Investments** – The Committee reviews the investment portfolio on a monthly basis and makes prudent investment decisions based on liquidity and demand of funds.
- 6. Policy** – The committee is responsible for creating and updating policies relating to the areas of finance and purchasing as well as rescinding policies that no longer apply.
- 7. Reserve Funds** – The Committee reviews the annual reserve study and closely monitors reserve funds so that funding will be sufficient as projects are needed. Additionally, the committee monitors reserve contributions and expenditure requests to ensure funds are available prior to board approval.
- 8. Disposition of Assets** – The Committee reviews and approves the resale or disposition of any company asset that has reached its useful life and will no longer be used by GRF.

LIST OF 2019 - 2020 PROJECTS:

1. Launched Microsoft Dynamics

The new software application manages inventory, work orders (SROs) and purchase orders, replacing Great Plains and Adapt software applications that are no longer supported. The new system offers robust features and improved integrity compared to the legacy systems. The software conversion began in January 2019 and was successfully implemented the last week of June through the first week of July 2019.

2. Trained Staff on Microsoft Dynamics

The front office users of the new system are staff members from the Service Maintenance, Purchasing, and Finance departments. Once the software was set up and ready for testing, all users of the system were trained to understand and become familiarized with the new system.

3. Created Standard Operating Procedures for Dynamics Users

When converting over to a new system, it is necessary to create new standard operating procedures. Procedures for all major tasks performed in Dynamics have been documented to ensure proper and consistent use of the new system.

4. Improved Storage Management in Warehouse

Utilizing Microsoft Dynamics, set up a bin system for storing inventory. A bin system assigns an address to each stock item to more easily locate stock items within the warehouse.

5. Improved Accountability with Truck Inventory

Microsoft Dynamics was set up to track inventory by each Service Maintenance technicians' truck. Now, inventory movement is more visible and traceable, thus improving truck inventory management

6. Improved Receiving Management

A change was made to standard operating procedures with the launch of Microsoft Dynamics that improved the tracking of receiving non-stock items purchased. Purchase orders containing non-stock items can be tracked from the first step of ordering (creating the purchase order) to the final step of processing the invoice associated with the purchase (closing the purchase order).

7. Major Appliance Review and Negotiation

Bids were solicited from new suppliers on the major appliance program. As a result, staff was able to secure improved delivery lead times with cost savings expected to exceed \$20,000 annually.

8. Adopted the 2020 budget timely in August 2019

The budget was approved one month ahead of the traditional timeline and was distributed to the membership timely.

9. 2019 Financial Audit

Received a clean financial audit from CliftonLarsonAllen LLP and distributed the annual report timely.

FUN FACTS

Finance department

- 16,172 vendor invoices and reimbursements processed
- \$47,181,623 disbursed on 8,421 checks from 36 checking accounts
- 127 bank accounts reconciled each month
- \$12,129,704 in property taxes paid on time
- 7,135 Edison payments processed totaling \$446,070
- \$2,868 in commissions earned from processing Edison payments
- 450 escrows processed totaling 6,372 transactions and 3,150 escrow check deposits processed
- 4.4 Tons of quarters processed during the year totaling \$176,192

Purchasing department

- 2,469 purchase orders written totaling over \$3.5M in purchases
- 1,345 cash register transactions from walk-in customers serviced
- \$44,822 walk-in sales averaging \$33.32 per transaction
- 8,106 material requisitions processed

Copy & Supply

- 130,000 copies sold
- 129 Passport photos taken
- 130 Notary Services performed

Resales Office

- Received \$490,980 in rental income for 2019

Health Care Center

- Received \$660,000 in rental income for 2019

UNAUDITED FINANCE STATEMENT

03/06/2020
3:04 PM

1020 Golden Rain Foundation
Budget Comparison Recap - GRF
12/31/2019

Page: 1

P.O. Box 2069
Seal Beach CA 90740

Unaudited

Dec Actuals	Dec Budget	Budget Variance	Acct #	Description	Y-T-D Actual	Y-T-D Budget	Budget Variance	Annual Budget
662,032	698,367	36,335		Salaries & Wages	7,985,047	8,275,057	290,010	8,275,057
140,936	182,800	41,864		Employment Taxes & Benefits	1,770,029	2,134,009	363,981	2,134,009
70,428	34,529	(35,899)		Employee Related	547,545	295,603	(251,942)	295,603
53,627	37,275	(16,352)		Supplies	353,315	388,187	34,872	388,187
117,014	0	(117,014)	6415000	Materials Pass-Thru	1,508,975	0	(1,508,975)	0
43,808	46,151	2,343		Utilities	600,407	617,945	17,538	617,945
34,762	29,716	(5,046)		Professional Fees	429,102	376,137	(52,965)	376,137
233,920	209,260	(24,660)		Facilities Rentals & Maintenance	2,133,600	2,194,189	60,589	2,194,189
16,981	20,258	3,277		Community Entertainment	370,273	388,088	17,815	388,088
397	966	569	6482000	Dues, Memberships & Books	8,372	15,416	7,044	15,416
0	0	0	6482500	Election Expense	75,652	63,000	(12,652)	63,000
28,142	1,982	(26,160)		Fuel & Oil	109,431	82,928	(26,503)	82,928
4,570	5,840	1,270		Mail-Outs	9,967	18,355	8,388	18,355
29,558	28,548	(1,010)		Newspaper Printing	349,078	378,422	29,344	378,422
8,064	2,950	(5,114)	6484000	Permits & Licenses	32,289	38,484	6,195	38,484
0	5,000	5,000	6484500	Postage	20,510	30,000	9,490	30,000
724	860	136	6485500	Records Retention	2,821	2,620	(201)	2,620
603	0	(603)	6491000	Miscellaneous Writeoffs	27,406	0	(27,406)	0
0	166	166	6721000	State & Federal Taxes	0	2,000	2,000	2,000
39,725	33,378	(6,347)	6731000	Property & Liability Insurance	460,539	487,269	26,731	487,269
0	0	0	6731001	Key Person Life Insurance	2,174	2,174	1	2,174
0	1,000	1,000	6951000	Committee Discretionary Expense	1,000	10,000	9,000	10,000
22,043	417	(21,626)		Write-Offs	29,688	3,950	(25,738)	3,950
104,164	104,164	0	8161000	Replacement Rsv Contributions	1,250,000	1,250,000	0	1,250,000
1,611,499	1,443,627	(167,872)		Total Expenses	18,077,219	17,053,833	(1,023,386)	17,053,833
				Other Cost Recovery				
3,705	3,700	5	5335000	Management Fee	44,405	44,400	5	44,400
25,500	18,500	7,000		Certificate Preparation Fees	265,500	223,950	41,550	223,950
145	1,250	(1,105)	5351100	Parking Fines	7,588	15,000	(7,412)	15,000
57,413	23,410	34,003		Other Income	522,543	377,364	145,179	377,364
105,219	91,825	13,394		Rental Income	1,223,089	1,195,500	27,589	1,195,500
2,605	359	2,246		Interest Income	164,094	15,904	148,190	15,904
60,979	83,599	(22,620)		News Advertising Income	894,883	1,140,504	(245,621)	1,140,504
93,802	160,541	(66,739)	5891000	SRO Labor Cost Recovery	1,378,275	1,496,391	(118,116)	1,496,391
113,025	0	113,025		Materials Recovery	1,506,073	0	1,506,073	0
462,392	383,184	79,208		Total Other Cost Recovery	6,006,451	4,509,013	1,497,438	4,509,013
1,045,393	1,045,420	(27)	5330000	Income / Refund from Mutuals	12,544,628	12,544,820	(192)	12,544,820
1,507,785	1,428,604	79,181		Total Cost Recovery	18,551,079	17,053,833	1,497,246	17,053,833
(103,714)	(15,023)	(88,691)		Net Income / (Expense) Before Off Budget	473,860	0	473,860	0
				Off Budget Items				
77,402	0	(77,402)	8110000	Depreciation Expense	1,037,314	0	(1,037,314)	0
77,402	0	(77,402)		Total Off Budget Items	1,037,314	0	(1,037,314)	0
(181,116)	(15,023)	(166,093)		Net Income / (Expense)	(563,453)	0	(563,453)	0

2020 SUMMARIZED OPERATING BUDGET

Golden Rain Foundation 2020 Operating Budget Summarized by Function

	Wages & <u>Benefits</u>	Other Net <u>Costs</u>	Total <u>2020</u>	Total <u>2019</u>	<u>Change</u>	<u>Per Unit Per Month</u>	
						<u>2020</u>	<u>2019</u>
Administration	\$3,497,513	\$2,243,674	\$5,741,187	\$5,679,222	\$61,965	\$72.41	\$71.62
Security & Transportation	2,217,985	228,237	\$2,446,222	2,373,511	72,711	30.85	\$29.93
Recreation Services	934,772	2,324,039	\$3,258,811	3,275,642	(16,831)	41.10	\$41.31
Physical Property	3,904,437	550,788	4,455,225	4,475,458	(20,233)	56.18	\$56.44
Reserve Contributions	0	1,300,000	1,300,000	1,250,000	50,000	16.39	15.76
Gross Trust Administration	\$10,554,707	\$6,646,738	\$17,201,445	\$17,053,833	\$147,612	\$216.93	\$215.06
Less Rentals & Other Cost Recoveries			(4,267,580)	(4,509,013)	241,433	(53.82)	(56.86)
Net Trust Administration Cost (Regular Assessment)			<u>\$12,933,865</u>	<u>\$12,544,820</u>	<u>\$389,045</u>	<u>\$163.11</u>	<u>\$ 158.20</u>

GOVERNING DOCS COMMITTEE



Committee Chair

Paula Snowden

Committee Members

Lucille Findlay

Susan Hopewell

Barry Lukoff

JoAnn St. Aubin

The Governing Documents Committee is a newly created committee of the Golden Rain Foundation (GRF) Board of Directors (BOD).

Our goal is to review all GRF governing documents and update them to be consistent in format, understandable and as concise as possible. Our hope is this will make the governing documents more useful to our GRF Members.

We are using a new software, Power DMS, which will help maintain the integrity of our documents. Two of our GRF staff, Corina Mancilla and Daniel Fabian have worked diligently to learn the system, help the committee use its capabilities, and train other staff. This has been a time-consuming process and their efforts have been instrumental in the Committee's efforts and success in achieving our goal.

Our accomplishments include:

- 1. Developing new format for all Rules, Fees, Procedures, and Forms;*
- 2. Establishing guidelines for naming and numbering our Rules, Fees, Procedures, and Forms;*
- 3. Establishing guidelines for numbering Mutual documents;*
- 4. Completing document reviews of the following committees: Architectural Design and Review, Communications/ Information Technology Services, Executive, Finance, Mutual Administration, Physical Properties and Security;*
- 5. Updating GRF website with newly formatted Rules, Fees and Procedures; and*

6. *Updating GRF website layout of Rules, Fees and Procedures for easier access by GRF Members.*

As Committee Chair, I would like to thank the GRF Directors who have also put in long hours to get us this far in our tasks:

- | | |
|-------------------|--------------------------------|
| ■ JoAnn St. Aubin | Mutual 1 |
| ■ Linda Stone | Mutual 5 and GRF BOD President |
| ■ Susan Hopewell | Mutual 6 |
| ■ Lucille Findlay | Mutual 12 |
| ■ Barry Lukoff | Mutual 14 |

Our efforts have also been supported by other directors with an interest in making our Rules more understandable. We thank them as well for their valuable insight and suggestions.

I submit this 2019-2020 report with gratitude to all who have worked on this committee's efforts.

Paula Snowden

– Mutual 2

Chair of Governing Documents Committee

MUTUAL ADMINISTRATION COMMITTEE



Committee Chair

Marsha Gerber, Chair

Committee Members

Lucille Findlay, Susan Hopewell,
Nick Massetti, JoAnn St. Aubin,
Paula Snowden, William Thompson

Charter: 5165-MAC

The Mutual Administration Committee (MAC) is the most exciting committee I believe because we deal with the Mutuals themselves. The Golden Rain Foundation is the management company that helps the Mutuals in almost every facet of everyday living. This committee assists in this task to make everything run smoothly.

I would like to thank my committee members who worked tirelessly to create, revise and update procedures for the benefit of the Mutuals and their shareholders: Susan Hopewell, Vice Chair from Mutual 6; Lucille Findley from Mutual 12; Nick Massetti from Mutual 17; JoAnn St. Aubin from Mutual 1; Paula Snowden from Mutual 2; and William Thompson from Mutual 5.

It has been a very busy nine months. In July the committee revised and improved the Bereavement Workbook (Now called the “Planning Ahead For My Family” Workbook); helped in the design of new Ownership Stock Certificate Envelopes. In September we worked on completely revising the “Welcome to Sunny Days in Seal Beach Leisure World” packet (Now called “The Welcome Packet”). In September we worked on Members’ ID renewal, notification and process for 2020. In October the committee tackled the Hazardous Waste Flyer given to new shareholders. In October the committee was consulted on the upcoming Community Guide by Nataly Chigireva, Communications and

Technical Director, and started working on the 2020 GRF Election Timetable. We wrapped up the year in December by recommending funding for custom programming for Mutual Monthly SRO reports. In January of the new year 2020, the committee amended the power of attorney notice and disclosure given to shareholders and made decisions regarding the Resource Rack in Building Five. In February the topic of discussion was what documents are required to be provided to new owners in the Welcome Packet. In March we are deep into the Mutual and GRF Election cycle under the guidance of Jodi Hopkins, Mutual Administration Director, and Belinda Meacham, Stock Transfer Manager.

The committee thanks the department heads that take time out of their busy schedule to be a part of our Mutual Administration Committee meeting. Also beyond excellent our thanks to Deanna Bennett and Ripa Barua, our recording secretaries who do much more than take minutes at the committee meeting. They coordinate most everything all month long and keep us on track.

I have enjoyed every minute of being Chair of this committee. It is the heart and soul of Leisure World and I am grateful for the opportunity given to me.

Marsha Gerber

Mutual Administration Committee

GENERAL INFORMATION

Leisure World's Sixteen Mutual Corporations are separate entities, each with jurisdiction over their own land and Buildings and governed by an elected Board of Directors. The Board enforces and establishes Rules, Regulations, and Policy.

With direction from Sixteen Mutual Corporations, through their Board of Directors, we implement change and improvements. Our Department turns their decisions into action by working with all GRF Departments, and their legal counsel, to complete projects in a timely and efficient manner.

The Mutual Administration Department maintains the highest level of standards and professionalism. Combined with our determination and individual skills, providing service to all Sixteen Mutual Corporations, is an invaluable part of our department.

The Mutual Administration Department consists of the Stock Transfer Office, Mutual Administration Manager, Member Resources Assistant & Liaison, Office Receptionist, Office Secretary and Recording Secretaries. With the guidance of the Mutual Administration Director, all staff in our department works together as a team to make sure Shareholders, Directors, Guests and Vendors receive great customer service.

List of 2019 Projects:

- 1. Amended and Restated Bylaws for Ten Mutuals
- 2. Policy Conversion to Power DMS
- 3. Amended Occupancy Agreement for Ten Mutuals
- 4. Mass Mailings for Sixteen Mutuals
- 5. Towing Agreements for Sixteen Mutuals
- 6. Ritual Insurance Renewal- Mutuals
- 7. Cleaned and Organized Storage area above the News Office
- 8. Mutual Elections Process: Update to abide by new laws SB 323

FUN FACTS:

- **Number of letters mailed out: 1,394**
- **Phone call received by Mutual Administration:**
 - Mutual Administration Director Extension 315 - 1,743
 - Mutual Administration Manager Extension 374 - 335
 - Office Secretary Extension 313 - 3686
 - Recording Secretary 319 – 832
 - Recording Secretary 320 – 352
 - Recording Secretary 329 – 534
 - Receptionist 521 – 8388
 - Member Resources & Assistance Liaison 317 – 3,865
- **Grand total of phone call to Mutual Administration – 19,735**
- **Pledge of Allegiance: Recited 310 times; Not including IDR's, Hearings and Conference Calls**

MUTUAL	# of Units	# of Estates at time of Election	Total # of Ballots Received	Total % of Members Voting	Total Votes Cast for Write-in Candidates Who Accepted Nomination	Total Votes Cast for Abstention Only	Total Votes Cast for Quorum Only
ONE	844	26	439	52%	0	7	2
TWO	864	n/a	556	64%	0	16	0
THREE	432	n/a	243	56%	0	2	0
FOUR	396	12	211	54%	0	3	0
FIVE	492	8	228	47%	0	4	8
SIX	408	n/a	273	66%	0	2	0
SEVEN	384	n/a	292	76%	0	1	0
EIGHT	348	n/a	245	70%	0	8	0
NINE	384	n/a	237	61%	151*	5	2
TEN	276	n/a	197	71%	114**	7	0
ELEVEN	312	n/a	196	62%	0	5	0
TWELVE	452	13	226	50%	0	6	0
FOURTEEN	328	n/a	257	78%	0	8	0
FIFTEEN	502	n/a	325	64%	0	4	0
SIXTEEN	60	5	42	76%	0	0	1
SEVENTEEN	126	10	83	71%	0	2	0

* = Two (2) people were nominated from the floor and accepted nomination. A total of one hundred fifty-one (151) votes were cast.

** = One (1) person was nominated from the floor and accepted nomination. A total of one hundred fourteen (114) votes were cast.

MUTUAL	Bylaw Amendment	Yes	No	Abstain	Passed	
ONE	Amend and Restate Bylaws	315	89	33	yes	
TWO	Amend and Restate Bylaws in compliance with C-Corp	344	204	8	no	
THREE	Amend and Restate Bylaws in compliance with C-Corp	185	51	7	no	
FOUR	Amend and Restate Bylaws in compliance with C-Corp	215	43	15	yes	
FIVE	Amend and Restate Bylaws in compliance with C-Corp	264	23	5	yes	
SIX	Amend and Restate Bylaws in compliance with C-Corp	171	68	6	no	
SEVEN	Amend and Restate Bylaws in compliance with C-Corp	146	87	2	no	
EIGHT	Amend and Restate Bylaws in compliance with C-Corp	156	35	6	yes	
NINE	Amend and Restate Bylaws in compliance with C-Corp	115	77	4	no	
TEN	Amend and Restate Bylaws in compliance with C-Corp	157	88	12	no	
ELEVEN	Amend and Restate Bylaws in compliance with C-Corp	229	77	19	no	
TWELVE	Amend Bylaws	70	9	4	yes	
FOURTEEN	Amend Covenants, Conditions and Restrictions (Declaration)	71	7	5	no	
FIFTEEN		502	n/a	64%	0	
SIXTEEN		60	5	42	76%	0
SEVENTEEN		126	10	83	71%	0

PRESIDENTS' COUNCIL

Council Members:

- Mutual 15: Jackie Dunagan, President
- Mutual 10 Ruthann Arlart, Vice President
- Mutual 2: Peggy Keller, Secretary
- Mutual 1: Donna Gambol
- Mutual 3: Carol Ginthner
- Mutual 4: Mike Levitt
- Mutual 5: Linda DeRungs
- Mutual 6: Mary Granger
- Mutual 7: Sue Rotter
- Mutual 8: Jeri Dolch
- Mutual 9: Beth Mayer
- Mutual 11: Brenda Hemry
- Mutual 12: Richard Carson
- Mutual 14: Lee Melody
- Mutual 16: Dale Watkins
- Mutual 17: Cathy Gassman

Topics of Discussion Under the Council's Oversight:

- TIT Ticketing System
- Paint Disposal and Drop-Off
- Mosquito Prevention
- Towing and Parking Enforcement
- Hazardous Waste Disposal
- Guest Passes
- Air Conditioning/HVAC/ Heat Pump Units
- Waste Bins
- Elections
- Leisure World Buying and Selling Handout
- Superwire Recording Secretary:
- Ms. Bennett, Executive Coordinator

Guest Speakers:

- Mr. Rocha, Security Director
- Ms. Januszka, Onsite Home Sales
- Mr. Weedall, Fenn Pest Control
- Mr. Fabian, IT Supervisor
- Ms. Almedia, Emergency Preparedness Committee
- Mr. Thorpe, Fireavert
- Mr. Perry, Mr. Dowers, Ms. Clark, Ms. Romines, Insurance Brokers
- Dr. Chung, Healthcare Center
- GRF Vice President Hopewell, Mutual Director's Reference Guide

President's Message:

What an interesting and exciting year this has been since the new Council members were elected in May and June, 2019. Eight of the sixteen Presidents elected are first term Presidents. With all of the business happening both in Mutuels and GRF, the learning curve has been very steep. The seasoned Presidents have been generous with their time to answer questions and offer advice. The new Presidents have been receptive and enthusiastic to accept the offers. The Council is a congenial group that has worked well together in joint efforts. It has been a pleasure to be the President, elected by my peers, of this group of leaders.

Jackie Dunagan

General Information about this Council:

- This organization shall be known as Leisure World Seal Beach President's Council. The purpose is the establishment of personal relationships between the 16 Mutual Presidents of Leisure World, to the end that ideas and problems affecting all Mutuels may be discussed and to receive pertinent information from management on any action to be taken by individual Mutual Boards. Any collective opinion reached by the Council shall be considered ONLY as a consensus of the Presidents. Th regular meeting of the President's Council shall be held on the first Thursday of each month at 9:00 AM Clubhouse 4 Section B.

MEMBER RESOURCES & ASSISTANT LIAISON ANNUAL REPORT JUNE 2019 TO MAY 2020

GENERAL INFORMATION

-Assistance provided to Shareholder's to address areas of concern and/or complaints in a confidential manner. Services include a non-judgmental assessment of needs, linkages to community resources, short term case management, support and guidance.

-Identification and establishment of community resources designed to enhance independence, dignity and quality of life for our Shareholders.

-Goals of service to improve the quality of life for LW Shareholders by assisting with resources, support, and removing barriers to accessing services.

STATISTICS FOR 2019

Total Home Visits:	224
Total Office Visits:	366
Total Phone Calls:	1708
Total County Reports:	27
Total Resources Given:	839

Facilitation of services into the community:

- Alzheimer's Family Center – Mind Booster's 4-week Workshops, January 31 to February 21, 2020
- Alzheimer's Family Center – Memory Check-ups February 2020
- OC Office on Aging to offer Evidenced Based Education Workshops for Balance Management - Coordination of 10 Workshops offered for Balance with over 200 LW Shareholders served.
- Community Action Partnership of OC Food Bank Monthly Program
- 1,208 Boxes of Non-perishable food for LW Shareholders (June 2019 to February 2020).
- Assistance with Cal-Fresh Applicants – 35 Shareholders assisted to date.
- Coordination with Rolling Thunder Golf Cart Club to deliver (CAPOC) boxes of food to homebound Shareholders.
- California Telephone Access Program Distribution Event and Smartphone Trainings offered monthly in 2019 and 2020.

- Transportation and Meal Delivery Town Hall Presentation September 2019.
- OC Hoarding Task Force Conference October 2019.
- World Elder Abuse Awareness Day Conference June 2019
- GRF Life Options Expo June 2019
- Pathways Grief Group: Fall 2019 – 8 LW Shareholders served.
- Pathways Grief Group: Spring 2020 (March to April).
- Pathways Thanksgiving Baskets to Homebound Residents November 2019.
- Senior Medicare Fraud Townhall – November 2019.
- Sunshine Club Presentation May 2019.
- Contributions to LW Weekly to Expand Awareness on Health & Safety Concerns.
- Promote awareness of Member Resource Liaison availability and resources through LW Website.

LEISURE WORLD SEAL BEACH MUTUAL CORPORATIONS

MUTUAL 1

President: Donna Gambol

Directors: 9

Buildings: 70

Units: 844

MUTUAL 4

President: Mike Levitt

Directors: 7

Buildings: 33

Units: 396

MUTUAL 7

President: Sue Rotter

Directors: 5

Buildings: 32

Units: 384

MUTUAL 10

President: Ruthann Arlart

Directors: 6

Buildings: 23

Units: 276

MUTUAL 14

President: Lee Melody

Directors: 7

Buildings: 34

Units: 328

MUTUAL 2

President: Peggy Keller

Directors: 9

Buildings: 72

Units: 864

MUTUAL 5

President: Linda DeRungs

Directors: 7

Buildings: 41

Units: 492

MUTUAL 8

President: Jeri Dolch

Directors: 5

Buildings: 29

Units: 348

MUTUAL 11

President: Brenda Henry

Directors: 6

Buildings: 26

Units: 312

MUTUAL 15

President: Jackie Dunagan

Directors: 7

Buildings: 48

Units: 502

MUTUAL 17

President: Cathy Gassman

Directors: 5

Buildings: 3

Units: 126

MUTUAL 3

President: Carol Ginthner

Directors: 7

Buildings: 36

Units: 432

MUTUAL 6

President: Mary Granger

Directors: 7

Buildings: 34

Units: 408

MUTUAL 9

President: Beth Mayer

Directors: 7

Buildings: 32

Units: 384

MUTUAL 12

President: Richard Carson

Directors: 7

Buildings: 44

Units: 452

MUTUAL 16

President: Dale Watkins

Directors: 5

Buildings: 5

Units: 60

PHYSICAL PROPERTY COMMITTEE

As the Physical Property Committee Chair, I have enjoyed the opportunity to lead this standing committee and want to thank the committee members and the staff for their help and participation as we addressed the issues of importance to the Mutuals and the community that we serve.

The members of the committee include the Vice Chair, Suzanne Fekjar, Barry Lukoff, Phil Friedman, Paula Snowden, Ronde Winkler and Leah Perrotti. Their experience, preparation, thoughtful participation and suggestions were invaluable and we were able to accomplish a great deal in one very busy year.

Over the past year we have developed the Total Quality Checklist for Clubhouses 2 and 6, and began the Pool and Golf Course renovations, roof replacement for the Amphitheater, Administration Building and News Building, Streets Phases 3 and 4, new electric service for lighting and surveillance at the 1.8 acre area, new gates at the 1.8 acre area, Clubhouse 4 Phase 4 renovation of the Ceramics, Art and Lapidary rooms and the hallway, Clubhouse 3 Learning Center rooms, Veteran's Plaza shade structure, R.V. Lot improvements, SCE lighting improvements, CARE apartment renovation, Main Gate interior improvements, Canoebrook/Allen's Alley wall replacement, upper amphitheater renovation, code compliance with the new labor laws, Fitness Center improvements, Amphitheater ramp feasibility study and other projects to maintain the Trust Property as needed.

All of our hard work would not have been possible without the support of a dedicated and experienced staff. Thank you to Mark Weaver, Facilities Director, David Rudge, Physical Property Manager, our Recording Secretary, Marcy Kmieciak, and all of the staff members of the Physical Property Department and Service Maintenance. A special thank you to Deanna Bennett and Corina Mancilla for keeping us up to date on the calendar and officially posted and published.

I have been very fortunate to work with all of you in a very productive year.

Kathy Rapp



Committee Chair

Kathy Rapp, Chair

Committee Members

Barry Lukoff - Vice chair
Susie Fekjar
Phil Friedman
Leah Perrotti
Paula Snowden
Ronde Winkler

Cost Centers:

670, 679

GENERAL INFORMATION

The Community Facilities Department has completed another very busy year. The department was responsible for the implementation of many major GRF projects as well as the day to day tasks of the Physical Properties and direction of the Service Maintenance and Transportation Departments. Undertaking its primary functions, the Physical Properties Department reviewed and issued more than 1,900 Building Permits; completed more than 1,600 escrow related inspections producing more than 4,300 work orders, and conducted more than 5,800 Fire/Safety/Health and Sanitation inspections, generating more than 1,110 correction letters and more than 1,200 work orders for the Mutuals.

The department has also worked very close with outside agencies including SCE, Orange County Public Works, City of Seal Beach and So Cal Gas to assist in the many projects completed in the community.

Ongoing contracts this year to maintain the integrity of the GRF Community Facilities include: fire extinguisher maintenance, termite and pest control, sewer drain cleaning and maintenance, trash, traffic light maintenance, elevator maintenance, tree trimming and landscape maintenance of the Golf Course and Community Facilities along with all utilities and executed more than 35 contracts.

The Physical Property Department has executed more than 115 contracts and been extremely busy working on Mutual Corporation Projects as follows:

- Re-roofing of Mutual buildings and carports
- Sewer Repairs and re-lining of Mutual buildings
- Concrete, pavement repairs and replacements of sidewalks and carports
- Copper re-pipes
- Painting and wood repairs
- Fire, flood, abatement. Recovery of Units

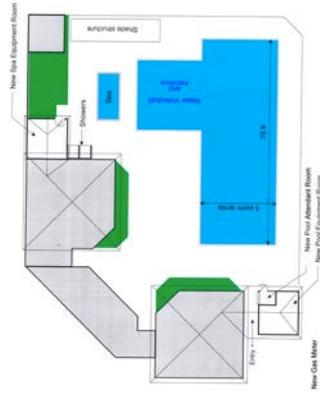
LIST OF 2019-2020 PROJECTS

1. Pool, Spa and Locker Room replacement

Project #925-19

- Approved Budget: \$1,650,000.
- Funding: Reserve, Capital, Reserve
- Date Committee Approved: Aug. 2019
- Date Board Approved: Aug. 2019
- Project Status: in process

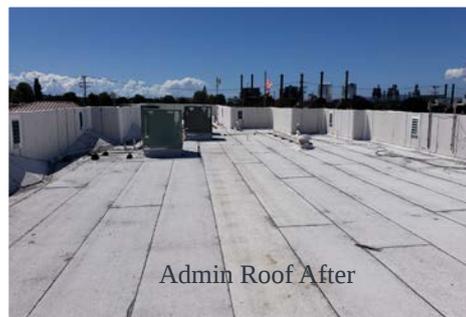
- Scope of Work: The project began as a refreshing of the pool area. With the uncovering the presence of numerous latent construction defects during initial construction a complete replacement of the pool, spa, and locker rooms was authorized.



2. Administration, Amphitheater, and News Building Roofs and HVAC replacement

Project #927-19

- Approved Budget: \$500,000.
- Funding: Reserve
- Date Committee Approved: Sept. 2019
- Date Board Approved: Sept. 2019
- Project Status: in process
- Scope of Work: Roof repairs have been made to these buildings over recent years and due to latent construction defects the roofs were replaced. The Heating the cooling unit on the Administration Building was also replaced as required. Following Phase 1 improvements that updated the two restrooms at the Amphitheater, the re-roofing in Phase 2 was completed after delays due to inclement weather.



3. 1.8 Acres gate and electrical replacement

Project # 931-19

- Approved Budget: \$43,677.
- Funding: Capital
- Date Committee Approved: Feb. 2020
- Date Board Approved: Feb. 2020
- Project Status: in process
- Scope of Work: A gate was installed in the area housing the mini farms and large trash dumpsters to provide extra security during hours the area is closed. Electrical power will be installed to support seven new light poles and fixtures and installing conduit for video surveillance.

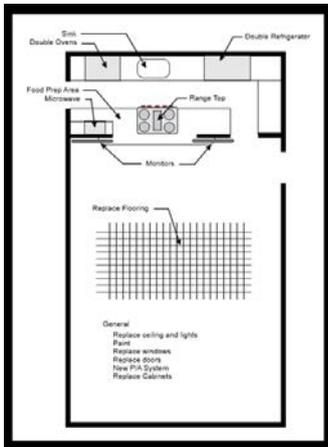
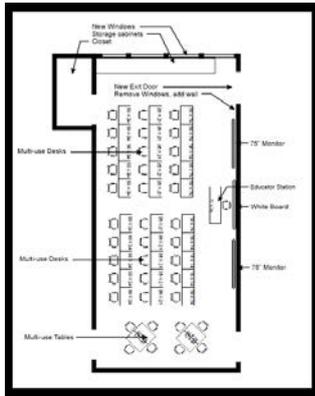


4. Clubhouse Three Knowledge and Learning Center

Project # 945-20

- Approved Budget: \$205,000.
- Funding: Capital
- Date Committee Approved: Feb. 2020
- Date Board Approved: Feb. 2020
- Project Status: in process
- Scope of Work:

Clubhouse Three rooms 9 and 10 are being renovated and transformed into classrooms for classes taught by accredited teaching staff. The automatic doors were replaced in a previously completed project for easier entry and exit of the clubhouse.



5. Clubhouse Four display cabinet and lockers renovation

Project # 906-19

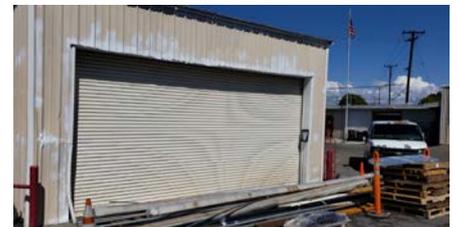
- Approved Budget: \$20,850.
- Funding: Capital
- Date Committee Approved: March 2019
- Date Board Approved: March 2019
- Project Status: Completed
- Scope of Work: The renovation of display cabinet at the entry to the clubhouse provided an enhancement to showcased items and information. Installation of new lockers provided security for club member items and refreshed the appearance of the aisle that houses them.



6. Clubhouse Four, Service Maintenance Yard Exterior Painting & Library, Friends of Library Interior Painting

Project #943-20

- Approved Budget: \$34,388.
- Funding: Reserve
- Date Committee Approved: Feb. 2020
- Date Board Approved: Feb. 2020
- Project Status: in process
- Scope of Work: Exterior painting of the buildings was scheduled using the Reserve Study and provided a refreshed look to Clubhouse Four, the service maintenance yard. The Library and Friends of the library buildings have been delayed due to logistical issues.



7. Main Gate Security office lighting improvements

Project # 937-19

- Approved Budget: \$3,550
- Funding: Reserve
- Date Committee Approved: Nov. 2019
- Date Board Approved: Nov. 2019
- Project Status: in process

- Scope of Work: Improvements and updates are being made at the front gate offices, break room and kitchen areas to provide LED lighting. The new lighting will provide a cost savings, updated look, and better lighting for staff.

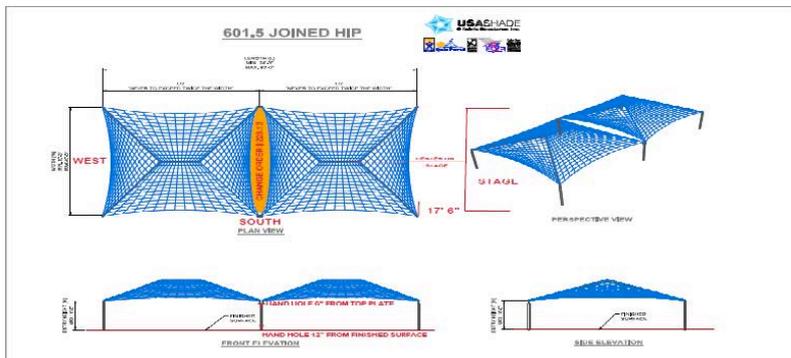


8. Veterans Plaza complex Shade Cover

Project # 918-19

- Approved Budget: \$29,986.
- Funding: Capital
- Date Committee Approved: Aug. 2019
- Date Board Approved: Aug. 2019
- Project Status: in process

- Scope of Work: After the completion of the new Veterans Plaza area an additional cover was ordered and installed to provide and attractive shade option.



9. Clubhouse Four – Ceramics, Lapidary and Art room updates – Phase 4

Project #932-19

- Approved Budget: \$42,020.
- Funding: Capital
- Date Committee Approved: Oct. 2019
- Date Board Approved: Oct. 2019
- Project Status: in process
- Scope of Work: Rooms frequently used by clubs were in need of updates to the flooring, paint, some cabinets due to being beyond repair. The finished rooms provided new energy put into the creative projects done by shareholders.



10. Service Maintenance Yard interior locker room renovation

Project # 896-19

- Approved Budget: \$73,624.
- Funding: Capital
- Date Committee Approved: Jan 2019
- Date Board Approved: Feb. 2019
- Project Status: Completed
- Scope of Work: A second phase of renovation took place in the Service Maintenance Yard and offices. The exterior of the buildings was painted and provided an updated look. The bathrooms were renovated to provide more efficient use of space, update the fixtures, improve water efficiency and updated the lockers and general look of the locker room area for the staff.





11. News Building automatic door closure

Project #904-19

Approved Budget: \$3,626.

Funding: Capital

Date Committee Approved: March 2019

Date Board Approved: March 2019

Project Status: Completed

Project Total: \$3,626.

Scope of Work:

An automatic door closure was installed to open the door for easier access for all shareholders.



12. St. Andrews Drive median landscaping

Project #898-19

■ Approved Budget: \$260,282.

■ Funding: Reserve

■ Date Committee Approved: Feb. 2019

■ Date Board Approved: Feb. 2019

■ Project Status: Completed

■ Scope of Work: New and attractive landscaping and boulders have been installed at the medians that divide two way traffic on St. Andrews Drive.



13. Trust Street CAMUTCD compliance

Project #738-15R

- Approved Budget: \$237,800.
- Funding: Capital, Reserve
- Date Committee Approved: April 2017
- Date Board Approved: April 2017
- Project Status: Completed
- Project Total: \$181,573

- Scope of Work: To help ensure a safe driving, parking, and walking experience for shareholders, guests and staff, the Trust streets in the community were assessed. A plan was developed by traffic engineers to comply with road markings and traffic flow standards. The plan was applied inside the community and made enforceable by law enforcement.

Included was a re-set of the red curb markings, sand blasting, traffic sign reduction and a California Manual on Uniform Traffic Control Devices (CA MUTCD) certification was obtained.



14. Trust Street T&L street markings

Project #919-19

- Approved Budget: \$18,270
- Funding: Reserve
- Date Committee Approved: Aug. 2019
- Date Board Approved: Aug. 2019
- Project Status: Completed
- Project Total: \$18,270.

- Scope of Work: The “T&L” street markings help to ensure properly spaced parking spots to optimize parking.





15. Reconfigure of Building Five first floor

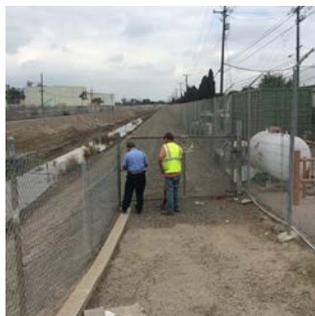
Project #905-19

- Approved Budget: \$17,223.
- Funding: Capital
- Date Committee Approved:\$17,223.
- Date Board Approved: March 2019
- Project Status: March 2019
- Project Total: Completed
- Scope of Work: The expansion of the Recreation office created a move for the Security department’s decal and lost and found office. The Copy & Supply office was expanded to include a showroom. The space was optimized for ease of access. Enclosures were installed as well as enhancing the work spaces.

16. Perimeter Wall Sections J & K

Project #591-01B-J&K

- Approved Budget: \$650,000.
- Funding: Reserve
- Date Committee Approved: Jan. 2015
- Date Board Approved: Jan. 2015
- Project Status: Completed
- Project Total: \$650,000.
- Scope of Work: The completion of the last portion of the Perimeter wall was completed after lengthy navigation of permits and approvals from the Orange County Flood Control, the County of Orange Public Works, and the City of Seal Beach. Once the approvals were obtained the project was completed on time and on budget.



17. Replacement of asphalt and concrete on Trust Property

Project #902-19

- Approved Budget: \$69,516.
- Funding: Reserve
- Date Committee Approved: March 2019
- Date Board Approved: March 2019
- Project Status: Completed
- Project Total: \$69,516.
- Scope of Work: Areas near Building Five, Clubhouse Two, and Clubhouse One adjacent to Mutual One had uneven or damaged concrete and asphalt that was in need of repair. A 2-inch grind and overlay was applied to the areas.



18. Slurry Seal and Crack Fill on Trust Property- Phases 1 and 2

Project #901-19

- Approved Budget: \$300,000.
- Funding: Reserve
- Date Committee Approved: April 2019
- Date Board Approved: April 2019
- Project Status: Completed
- Project Total: \$300,000.
- Scope of Work: Trust Street streets were assessed for slurry seal and crack filling. Phase 1 included areas of: Golden Rain Road, Pelham road, Danbury Lane, Wentworth Lane, and Medinac Lane and totaled 412,134 square feet.

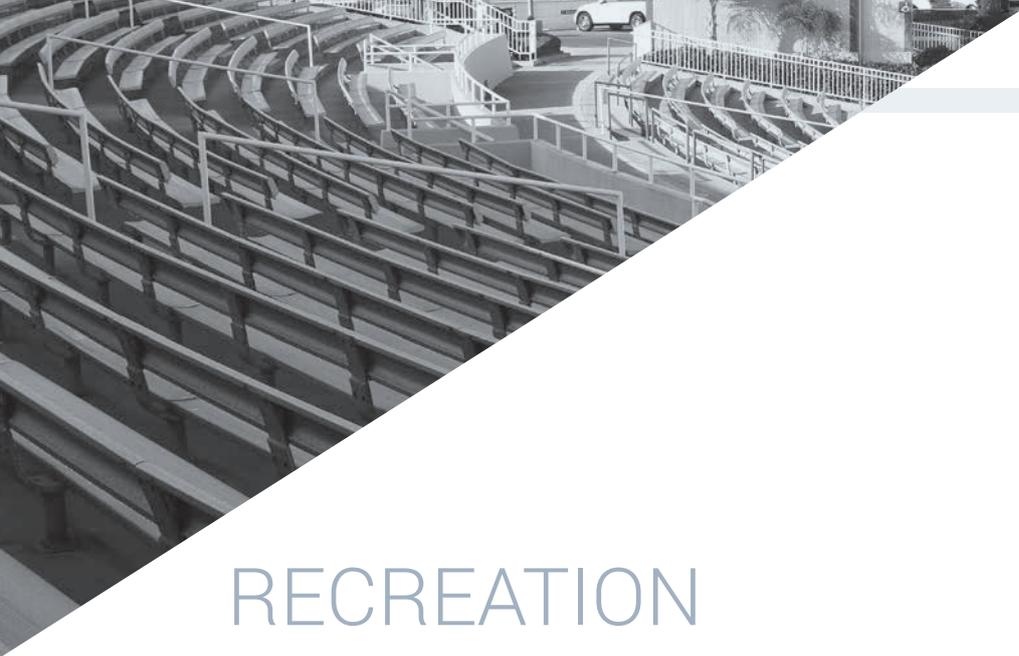
Phase 2 included areas of: Monterey Road, Merion Way, Alderwood Lane, Interlachen Road, Fresh meadow Lane, Cedar Crest Lane, Thunderbird Drive, and Canoe Brook Drive and totaled 335,064 square feet.

19. Medical Building painting, landscaping, concrete and roof improvements

Project #888-18

- Approved Budget: \$22,756.
 - Funding: Capital
 - Date Committee Approved: Dec. 2018
 - Date Board Approved: Dec. 2018
 - Project Status: Completed
 - Project Total: \$13,820.
- Scope of Work: Upgrades for the new tenant and to improve the overall look and access to the Medical building were made. The building was repainted. The landscaping was updated for ease of maintenance and a modern look. The roofing was done to provide additional shelter at the front entry. Concrete improvements were made for easier pedestrian flow.





RECREATION COMMITTEE

The Recreation Department has oversight of all the recreational Facilities including five Clubhouses, Swimming Pool, Golf Course, Amphitheater and Recreational Vehicle Lot. The Recreation Department is responsible for all programs and projects that have been approved by the Recreation Committee.

The Recreation Department has also provided community events and outside trips for the enjoyment of the Shareholders and their guests. The staff has continued to search out events and trips that will be of interest to the Community.

Leah Perrotti



Committee Chair

Leah Perrotti

Committee Members

Perry Moore, Vice Chair
Tony Dodero
Irma Heinrichs
Kathleen Rapp

Sub Committees:

Entertainment Sub Committee

Pool Sub Committee

Restaurant/Bar Sub Committee

Torch Run Sub Committee

LIST OF PAST YEARS EVENTS:

June events:

- **GRF Olympics Award Ceremony**
Clubhouse #2 June 5, 2019.
- **Author Speak!**
Veterans Plaza, June 6, 2019.
- **Los Angeles Opera,**
Dorothy Chandler Pavilion, June 16, 2019.
- **Anaheim Angels Vs. Oakland A's**
Angel Stadium of Anaheim, June 27, 2019.
- **First Amphitheater Show of the Season (Full Barbecue) Texas Tenors,**
Amphitheater, June 27, 2019.

July events:

- **4th of July Car Show and Barbecue**
Clubhouse #6 and parking lot, July 4, 2019.
- **Amphitheater Show: Bruce Springsteen: The Rising,**
July 4, 2019.
- **Phantom of The Opera**
Segerstrom Center for the Arts, July 10, 2019
- **Author Speak!**
Veterans Plaza, July 11, 2019.
- **Amphitheater Show Harmony: Three Dog Night Tribute,**
July 11, 2019.
- **Amphitheater Movie Night Bohemian Rhapsody:**
July 12, 2019.
- **Amphitheater Show Tribute to Kenny Rogers & Dolly Parton:**
July 18, 2019.
- **Amphitheater Show Abba Fab:**
July 25, 2019.
- **Amphitheater Movie Night A Star is Born (2018),**
July 26, 2019.

August events:

- **Amphitheater Show Billy Joel Tribute – The Stranger.** August 1, 2019.
- **Amphitheater Movie Night Instant Family,**
August 2, 2019.
- **Author Speak!**
Veterans Plaza, August.
- **Amphitheater Show Best of Doo Wop – The Diamonds, The Coasters & The Drifters.**
August 8, 2019.
- **Amphitheater Movie Night: Green Book,**
August 09, 2019.
- **Pageant of the Masters**
Laguna Beach, August 14, 2019, (Bus Trip);
- **Amphitheater Show: Mick Adams and The Stones – Rolling Stones Tribute,**
August 15, 2019.
- **Amphitheater Movie Night: First Man,**
August 16, 2019, at dusk;
- **Amphitheater Show: The Papas & The Mamas,**
August 22, 2019.
- **Amphitheater Movie Night**
August 25, 2019.
- **Amphitheater Local Talent Night**
August 26, 2019, at dusk;
- **Amphitheater Show: Gregory Wolfe as Rod Stewart,** August 29, 2019, at dusk.;
- **Amphitheater Movie Night: Spider Man – Into the Spider-Verse,**
August 30, 2019, at dusk;

September events:

- **Author Speak!**
Veterans Plaza, September 2019.
- **Amphitheater Show: Aretha Franklin, Stevie Wonder and Jackie Wilson Tribute,**
September 5, 2019.
- **Amphitheater Movie Night,**
September 6, 2019, at dusk;
- **Amphitheater Show: America's Diamond Live,**
September 12, 2019, (Full Barbecue);

October events:

- **Flu Clinic**
Clubhouse Six, times to be determined;
- **Arts, crafts and Fall Festival Sign ups,**
Clubhouses Two, October 17.
- **Fall Festival**

November events:

- **Arts and Crafts Festival**
Administration Building, November 2 and 3, 2019.
- **Tree Lighting Ceremony,**
Veterans Plaza.

December events:

- **Leisure World Toys for Tots Holiday Show,**
Clubhouse #4
- **Director Appreciation Event,**
Clubhouse #4. Date and time to be determined;
- **Menorah Lighting.**

LIBRARY

The Leisure World Library welcomed 53,780 residents in the Library between May 2019 and March 2020. This includes 384 residents that received a Library card for the first time. Collectively they checked-out 51,787 items from our collection. The Library staff added 3,481 new items to the catalog over the course of the year bringing our collection to a grand total of 39,876 titles.

- With the Library collection growing the Recreation Committee voted to add additional shelving to the LW Library, the project took two days and the much-needed space will allow for breathing room and growth.
- From hosting authors to coordinating community activities the Library aims to provide a wide range of programming that appeals to a variety of residents.
- Residents can experience the richness of cultural arts in and around Los Angeles and Orange counties with bus trips hosted by the LW Library. Some of the trips included the San Juan Capistrano Mission, Day of the Swallows and the Frank Lloyd Wright exhibit at the Bowers Museum.
- Celebrating and encouraging residents' creativity the Library hosts three holiday themed art contests each year, the Spring Egg Decorating contest, the Fall Pumpkin Carving contest and the Winter Gingerbread House contest.
- The Library continues to offer literary programming, hosting both local and national bestselling authors. Our AuthorSpeak! program has been connecting residents with recent and noteworthy authors for the past six years.



SECURITY, BUS AND TRAFFIC COMMITTEE

Security, Bus, and Transportation has been a very active committee over the last year. That was made possible by being backed up by highly effective management and staff that worked hard to complete the committee's requests.

Here are some of the projects that have been completed or are in progress:

- ***Additional Beach / Shopping bus added on Fridays, expanding our outside reach***
- ***A Gate Access system to monitor visitors and increase the flow of traffic.***
- ***Remaking of the streets and changing signage to meet compliance requirements.***
- ***Increased training and structure for staff, while clearly communicating objectives.***
- ***Community outreach***
- ***Security – Multiple Town Hall meetings***
- ***Bus – Monthly Transportation Orientations***

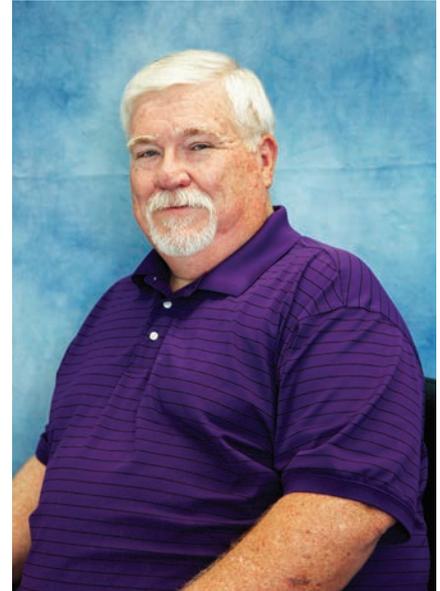
To increase safety and compliance, we have been certified by an independent, certified group to make sure we comply with DMV standards.

The focus of the committee and staff has been to (a.) provide added security without disrupting the community and (b.) add / modify bus transportation options with an effective plan to increase member mobility inside and outside Leisure World.

As Temporary Chair of the Security, Bus and Transportation Committee, I would like to thank management and staff for their hard work, professionalism, and helpfulness.

Obviously, these thanks extend to the Committee, as well. Thank you all for your time and hard work.

Respectfully,



Committee Chair

Paul Pratt

Committee Members

Marsha Gerber, Tony Dodero
William Thompson, Janet Isom,
Lucille Findlay, Nick Massetti

Charter: 5145 – 37

Paul C. Pratt

GENERAL INFORMATION

- The Security Department processed over 2.7 million vehicles through all three entry gates this year.
- Protecting a community the size of a small city, nearly 70 security officers are deployed 24 hour a day, 7 days a week, totaling over 1,600 hours a week of service to shareholders.
- Community Security Town Hall meetings have been instituted, giving the Security Services Director an opportunity to discuss important security topics of the day, along with giving all members of the community an opportunity to share any of their security issue or concerns.
- In addition to community meetings, community outreach has been developed further by articles in LW Weekly.
- Our security officers have received additional classroom training on a wide variety of topics, and future training will include instruction regarding all aspects of their job, from enhancing their customer service skills to interacting with people suffering from Alzheimer's and dementia.
- All GRF employees have received a Security Handbook outlining security polices and procedures, along with noting how they may assist the department in enhancing security for employees and shareholders.
- The Safety Department is part of the Security team, and advanced training for

LIST OF 2020 PROJECTS

1. Project 1

The department is developing an enhanced Visitor Access System that will provide expedited access into the community for all visitors.

2. Project 2

A new Parking Violation System will allow all security officers to issue citations and streamline the administrative process.

FLEET & TRANSPORTATION DEPARTMENT

- During the third and fourth quarter of 2019 the GRF Fleet department continued fulfilling a SB&T committee and GRF Board of Directors action request to refurbish 24 Cushman utility vehicles. While the primary focus of the refurbishments has been on engine and drive train overhauls, a total of the 12 units were to include cosmetic refurbishments. During the 2019 calendar year the Fleet Repair Shop completed 10 drivetrain overhauls and finished 5 repaint / refurbishments. The overhaul / refurbishment project is on track to be completed by April 2020. After the completion of the overhauls the Fleet Department projects an extension of ten (10) years to those vehicles life cycles.
- During the final quarter of 2019 and the first quarter of 2020 the Transportation Department at the request of the SB&T committee began research for ways to return to the Leisure World community the off-site shuttle service to the Trader Joe and Marina Pacifica shopping and entertainment locations. GRF service to these very popular locations was discontinued in May of 2019. The Fleet and Transportation department is continuing to research and develop proposals to have an outside contract service provide a shuttle service to the Trader Joe's and Marina Pacific Mall as well as the new 2nd and PCH center. An action request and proposal regarding this service is expected before the end of the second quarter 2020.
- The Transportation Department at the request of the SB&T committee and with the assistance of the Communications department implemented a major change to the LW Minibus schedule book during 2019-2020. The 2020 schedule book reissue coincided with the first large scale changes to the Minibus service schedule since 2011. A brief summary of the changes are as follows:
 - 1) The LW Minibus schedule book printing format was changed to a landscape orientation allowing for an easier to follow and more user friendly layout.
 - 2) The various route maps were enhanced by eliminating unnecessary details like individual buildings and carports and now are focused more on each routes actual path within each mutual and within the community. A pastel color code now differentiates the communities various mutual's and makes for better contrast on each of the individual routes maps. The print font for the time tables has been increased allowing for an easier read.
 - 3) The minibus service schedules were changed to better reflect the demand needs of the community. Service hours were reduced only during times where the actual passenger demand was minimal.
 - 4) The late afternoon and early evening On-Call Minibus continues to be popular. This service weekdays Monday – Friday is available from 4:15 PM until 5:40 PM. The late afternoon users of the LW Minibus can call for a bus to come to any location served by the community's Minibus system and request a point to point ride. The GRF Transportation department will be working with the communication and recreation departments to promote the usage of the On-Call service with the Monday dinner house service at Clubhouse 1.
 - 5) The 2020 edition of the LW Minibus book was delivered to every residence in Leisure World during the month of February 2020.

ADDITIONAL SERVICE HIGHLIGHTS FROM 2019:

- Provided bus service for the LW Community Holiday Lights tour over five (5) evenings during a week in December and a festive ride was enjoyed by 120 passengers with most nights averaging twenty-four (24) riders.
- The SB&T Committee recommended an approval of an Action Request to allow for a limited number of service days during which the Leisure World community members could bring their pets on board the Minibuses in order to take advantage of special community low cost pet health exam events. This change in policy applies only to specific approved days and also requires all pets to be in an approve carrier or container while on board any Minibus.
- The summer amphitheater concert passenger service and special event ridership set a new record in 2019 with 2,424 passengers using the concert and event shuttles. This was an increase of 6.7% over the previous year's record total. The transportation department has achieved these ridership increases by actively promoting the usage of the Minibus shuttle service to the Thursday night Summer Concerts, the Friday night outdoor movies and special event shuttles to Cinco de Mayo, LW Fall Festival, car show and the holiday tree lighting.
- Minibuses provided 55,200 passenger pickups on the A, B, C, D weekday and weekend fixed Minibus routes. Service was also provided 8,200 passenger pickups on the Access Bus in 2019.
- The Transportation Department continued to partner with the Recreation Department and provided Minibus service to many additional community events outside of the regularly scheduled daily and weekend bus services. Events such as the evening Amphitheater Movie Night, the Cinco de Mayo festival, the Fourth of July Celebration and Car Show, Community expos and forums as well as the Holiday Tree Lighting Ceremony contributed to an increase in Minibus shuttle ridership by shareholder / residents. In addition, the annual flu clinic event was provided with relief from some of the vehicle congestion associated this type of large community event by using a central pickup point for shareholders who then rode the Minibus to the event from that central pickup location.
- During 2019 all passenger pickups for all services provided by the Transportation Departments' Minibuses totaled more than 67,000.
- The monthly Minibus orientation classes were attended by 205 shareholders seeking information on transportation service options available from within and outside of the Leisure World Community. Nearly all of the class attendees participated in the bus ride-along following the class orientation.
- The Transportation Fleet Maintenance department provides mechanical service and repairs all GRF vehicles, tractors, and stationary and mobile powered maintenance equipment. The Transportation Fleet department performed 145 full system Preventive Maintenance, brake and vehicle safety inspection services on GRF vehicles. The department also provided minor to major service and repairs to the Foundations' eighty-five (85) fleet vehicles on 446 Transportation Repair Orders (TRO's) at an average cost of \$245.00 per repair order.
- The GRF vehicle fleet had a total of 29,327 run time hours during the year 2019.

Message from Executive Director



Randy Ankeny

*Executive Director
for the Golden Rain
Foundation*

“There are far better things ahead than we leave behind”, said C.S. Lewis. What a great quote to sum up the 2019/2020 term. In 2022, our community will be 60 years old, and, as we begin to plan to celebrate this meaningful event, we have instituted many projects to reverse the ravages of time and we continue to review our community, your home. The 2019/2020 Board term has truly been monumental in the recognizing that we have reached that point where we can no longer just place another coat of paint over our problems, but must make the difficult decisions to renew and rebuild, constructing a new, stronger foundation to serve you and our community well into the future. When you begin to think of the immensity of this task, you must recognize the resolve required to plan for our future.

Throughout this term, during periods of rapid growth, challenges and change, we have shown our resiliency. Together we went through a world changing event; with Coronavirus, we planned, we stayed calm and, most importantly, we stood together as a community of friends and neighbors.

There are turning points in the life of a community, especially as a community ages past the fifty-year point. Many communities begin to fail

and fall into disrepair and depreciating values, simply because Boards have not planned for and could not respond to needed change. They could not meet a challenge. They could not change their current trajectory. They could not break free of old commitments and obligations. They did not have the strength.

Strength is a vital component to serve on a Board. We are blessed with caring volunteers who freely give their time to serve their fellow shareholder/members. Our Board members worked together establishing prudent financial planning, which in turn creates greater strength, greater courage, greater self-confidence and greater self-honesty in what must be done to protect and enhance the lifestyle and property values of our great community. The beginning of a rebuilt Seal Beach Leisure World is in process and yes, the action to rebuild and replace has required many things from you, notably the strength to support the required changes.

Our strength is in working together, building consistency, building self-honesty regarding the tasks that had to be done, building courage to take risks, building determination to communicate with people and to resolve difficulties and dilemmas, building the skill to maintain community responsibilities even when the actions may impinge upon a few, knowing it's the mutual benefit of a majority of the members that counts. All of these are foundation building for our future and the challenges that will be met and overcome together as we have prepared for this consciously.

My team and I are proud to be part of your community and your lives. Daily I see resilient, strong and very compassionate people all working together.

We have faced times of uncertainty, culminating in a time of great promise. It is a time of great excitement for the Boards (GRF and Mutual) who volunteer their time to support our great community, watch over you and your life.

“**There are far better things ahead
than we leave behind”**

C.S. Lewis

What a wonderful thought it is that some of our best days of our lives haven't happened yet.

Randy Ankeny



Mutual General Reports

Mutual 1 REPORT



Front row: Jill Brennan, secretary; Eileen Merritt, George Tousvannijkerk, Sean Cho, vice president. Back row: Denise Potterton, chief financial officer; Richard Stone, John Barraras, Sandra Luther-Stark, Donna Gambol, president.

MUTUAL ONE BOARD OF DIRECTORS

Donna Gambol, President (Executive Committee, IDR Committee, Trees)

Sean Cho, Vice President (Executive Committee, IT liaison, IDR Committee)

Denise Potterton, Chief Financial Officer, (Executive Committee, Landscape Committee co-chair, Policy Rewrite Committee chair, IDR Committee)

Jill Brennan, Secretary, (Executive Committee, PVR Committee, Policy Committee)

John Barraras, (Physical Properties Committee chair, PVR Committee)

Sandra Luther-Stark, (Fire Inspections chair. PVR Committee)

Eileen Merritt, (Landscaping Committee co-chair, Policy Committee, PVR Committee)

Richard Stone, (Fire Inspection follow ups, PVR Committee)

George Tousvannijkerk, (New Buyer Orientation chair, IDR Committee)

All directors participate in Fire Inspections and New Buyer Orientations dependent upon availability.

The new By-laws were successfully adopted with 315 of the returned ballots in favor. The required number to adopt the change was 295, representing 2/3 of the returned ballots. The By-Law Rewrite Committee, working throughout 2018-19 included former President David Julian, Donna Gambol, George Touvannijkerk, and Denise Potterton. The By-law changes incorporated Davis-Stirling law compliance and eliminated old HUD requirements that are no longer applicable.

All Board members personally distributed final “clean” copies of the document door to door which gave them the opportunity to meet residents, get some exercise, and save the Mutual over \$1000 in postage.

During this past year, the Mutual 1 Board made a concerted effort to reach out to shareholders and provide opportunities for open communication. We began with a picnic in July, that attracted over 150 residents, featuring grilled burgers and hotdogs, with residents supplying a pot-luck array of food stuffs. This was the first such social event in over 10 years!

Mutual One Matters, an occasional newsletter, focusing on issues particularly of interest to shareholders, began publication in July. It is posted on-line, directly emailed to subscribers who provide their addresses, and hard copies are posted in each of the laundry rooms.

In 2018 Mutual 1 entered into a contract with A-1 Plumbing to reline all of its sewers. This project has progressed steadily and by July of this year Blocks 1 and 2 will be complete. Block 3, buildings 43-70 are expected to be completed by year end 2021.

Mutual 1 began fire inspections in all 70 buildings beginning in October 2019 and completed the project in February 2020. Our calendar was accelerated so that inspections do not occur during the election cycle.

We continue our outsourcing of laundry machine service with WASH. This has proved to be an excellent program with rapid response to machine malfunctions. Costs have remained at 75¢ per wash and 25¢ for 45 minutes of drying time.

A Town Hall Meeting was held in Club House 1 in September. We provided residents an overview of some of the Mutual’s plans for improvements and they were invited to make comments and become involved in committee work. We served pizza and cookies to about 200 residents. Little yard flags posted throughout the community publicized the event.

We welcomed over 75 new residents and conducted more than 60 new buyer orientations with a robust increase in unit sales!

Our lawns are green, our flowers blooming; we continue our contract with J & J Landscaping who has paid particular attention to maintaining our green spaces and improving the overall look of our landscape. In the fall we planted 33 trees of over 10 varieties including tipu, African tulip, podocarpus, magnolia, golden rain and willow.

Richard Stolarcz, by profession a plumber, and long-time employee of the Golden Rain Foundation, was appointed as our inspector. His knowledge and background, as well as his demeanor have made day to day operations run smoothly.

Our operating budget for 2020 is \$3,778,858, which reflects a slight increase in the Mutual’s assessment of just 22¢. That coupled with the GRF assessment increase of \$4.91 resulted in a monthly charge of \$373.11 to each shareholder. Our reserves are funded at over 75 percent.

Mutual 2 REPORT



MUTUAL TWO BOARD OF DIRECTORS

Peggy Keller, *President, Occupancy Agreement Committee Chair, Landscape Committee Chair*

Teri Nugent, *Vice President, Physical Property Committee Chair, Copper Re-Piping Committee Chair*

Holly MacLaren, *Secretary, Laundry Room Chair, New Buyer Chair*

Travis Brooks, *Chief Financial Officer, By-Laws Co-Chair*

Christine Harris, *Director, Landscape Committee*

Christopher Abel, *Director*

Lori Schulte, *Director*

Recording Secretary: Ripa Barua, Kristal Givehand, Laquetta Hughes

MESSAGE FROM THE PRESIDENT

Mutual 2 has been quite busy the last year initiating and completing numerous projects. Foremost was to ratify our Occupancy Agreement, rewrite our Rules & Regulations, and update our Bylaws.

Our Physical Property, Landscaping and Beautification committees have been working overtime to enhance and maintain Mutual 2 property.

ACCOMPLISHMENTS:

1. Physical Property has completed Breaker Box inspection in all units.

Sidewalk repair and replacement is a constant which we are staying on top of as problems arise. Small retaining walls are being sandblasted, then painted. New lighted rails and curbs are being installed in front of our laundry rooms for safety. Physical Properties is looking for new, attractive walkway lights which we hope to have installed before the end of 2020. Our major project is completing 26 roofs over the next year or so, with three roofers working. Then it's on to copper repiping.

2. Landscaping has planted 20 new trees throughout the Mutual. Working with J&J Landscaping, we have continued the garden the entire length of the Westminster Wall.

The Landscape Committee's newest project is a butterfly garden in a small greenbelt area by the wall, which will be a great water saver. We are working closely with ArborPro to maintain all our trees now that each Mutual 2 tree has been tagged with an identification number. We are checking each tree to avoid the spread of disease, and we were able to save three beautiful trees from being destroyed working with the arborist. We are widening many tree wells for a variety of reasons. Sprinkler issues are at the forefront to always save water.

3. Beautification has done a brilliant job designing and placing the three "Welcome to Mutual 2" signs plus landscaping the areas.

They have also completed the sustainable gardens at the ends of our 18 carports. Next, to work with SCE to correctly cover the transformer boxes, and consider monument signs, directing shareholders and guests to residential buildings.

Mutual 3 REPORT



MUTUAL 3 BOARD OF DIRECTORS

Carol Ginthner, President

Mike Turis, Vice President & Physical Properties Director

Jan Ledbetter, CFO

Dianne Hart, Secretary & Laundry Director

Steve Harris, Service Maintenance Director

Jim Campbell, Landscape Director

Nancy Tye, Emergency Information Director

PRESIDENT MESSAGE:

2019-2020 has been another busy year for the Mutual and its Board of Directors. The Budget Committee, Physical Properties Committee, Landscape Committee, Service Maintenance Director, Laundry Director and Emergency Information Director have all been working to see that their individual tasks and responsibilities are taken care of, while also working with the entire Board to maintain a strong team. This team is focused on the betterment of our Mutual for all of us who live here.

As always, the first project of the year is addressing the budget for the next calendar year. Months of research and planning go into formulating a budget that will take care of current needs and future planning, while trying to keep monthly assessments as low as possible. Increasing materials and labor costs continue to be challenges as we try to maintain and improve our infrastructure.

Our CFO keeps us informed of our financial status and keeps us on the straight and narrow! In her monthly reports, she has made a point of noting sources of additional costs that the individual shareholder can assist in decreasing with a little care. Unit plumbing issues continue to haunt us, hence:

LIST OF 2019 PROJECTS:

- Replaced the rocks and plastic at 3G laundry area with dymondia ground cover
- Installation of stove hood vents at buildings 4,8,11,5 and 24 and laundry rooms
- Approved New Occupancy Agreement
- Replaced damaged trees
- Painted Red Strip at all mutual parking areas that are in front of walkways and between buildings, and in front of the trash bin.
- Sidewalk replacement between building 15 and 16, 6, and 7 7 and 16 and elimination of v-gutter between building 6 and 15
- Received 15 yards of soil for previous Bottlebrush area and exposed root coverage
- Amended, rescinded several mutual policies
- Held 12 Board Meeting and Special Meeting
- Approved Monthly financials
- Approved MJ Jurardo for sidewalk repairs
- Approved the 2020 Operating Budget
- Approved Mr. C Towing
- Discuss Fenn mosquitos
- Rewrote Bylaws
- Approved to have MJ Jurado do the sidewalk replacement at 16J – 17G, 14J, 13C, 13A east of Carport 40,10C,4H-K, 5G, 31C-D, approximately 500 ft.,
- Approved testing and replacing as needed, of all outdoor and indoor breakers at 9 laundry rooms
- Approved Service Maintenance to repair and replace breakers as needed for outside electrical panel, for buildings 3,7,10,13,16,20,24,28,33.
- Approved Service Maintenance to repair and replace breakers as needed for laundry rooms for buildings 3,7,10,13,16,20,24,28,33.
- Approved the removal of 6 trees as Building 35.

Mutual 4 REPORT



MUTUAL FOUR BOARD OF DIRECTORS

Mike Levitt, *President*

Jon Russell, *Vice President, Physical Properties Committee Chair*

Mike Lessin, *Secretary, Web Master and emergency Information Committee Chair*

Suzi Smith, *Chief Financial Officer, Event Co-Chair and Landscape Co-Chair*

David Friedland, *Director, Events Co-Chair*

Jan Kuhl, *Director, Mutual Administration Committee Chair and recreation Committee Chair*

Dan Conley, *Director, Landscape Co-Chair*

PRESIDENT'S MESSAGE:

Mutual 4 is proud of its beautiful green lawns and well-trimmed trees -- thanks to Landscape co-chairs Suzi Smith and Dan Conley. But the Mutual is more than a pretty face. It collects and distributes almost \$1M in revenues every year. Strict adherence to the annual budget keeps spending under control; the Mutual posted an annual profit over budget last year of over \$5,000. Not too much, not too little.

Under the watchful eye of Physical Properties Chair Jon Russell, Mutual 4 re-piped 5 buildings with new copper pipes and re-roofed 5 buildings, installing new stove top hoods where needed. Jan Kuhl reports back to the board on MAC and Recreation meetings. Mike Lessin is our Secretary and distributes minutes and notices to the directors. He is also the Web Master, making sure our web page is up to date and accurate

ACCOMPLISHMENTS:

- Re-Piped 5 Buildings
- Reroofed 5 Buildings
- Held 12 Board Meetings
- Approved Monthly Mutual Finances
- Amended, adopted, and rescinded several mutual policies
- Approved Mr. C's Towing
- Discussed Fenn Mosquito Traps
- Discussed Turf Weed Control

Mutual 5 REPORT



MUTUAL FIVE BOARD OF DIRECTORS

Mike Levitt, President

Jon Russell, Vice President, Physical Properties Committee Chair

Mike Lessin, Secretary, Web Master and emergency Information Committee Chair

Suzi Smith, Chief Financial Officer, Event Co-Chair and Landscape Co-Chair

David Friedland, Director, Events Co-Chair

Jan Kuhl, Director, Mutual Administration Committee Chair and recreation Committee Chair

Dan Conley, Director, Landscape Co-Chair

President's Message:

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ACCOMPLISHMENTS:

1. Re-Piped 5 Buildings
2. Reroofed 5 Buildings
3. Held 12 Board Meetings
4. Approved Monthly Mutual

Finances

5. Amended, adopted, and rescinded several mutual policies
6. Approved Mr. C's Towing
7. Discussed Fenn Mosquito Traps
8. Discussed Turf Weed Control

Mutual 6 REPORT

MUTUAL SIX BOARD OF DIRECTORS

Mary Granger, President

Paul Corrigan, Chief Financial Officer

Dee Dee Homan, Secretary, Physical Property Committee

Carol Burge, Director, Landscaping and Grounds Committee

Frank De Palma, Director, Laundry Room Coordinator

Evelyn Velez-Rosario, Director

Recording Secretary: Ripa Barua, Kristal Givehand, Laquetta Hughes

ACCOMPLISHMENTS

This year has been a very productive year for Mutual Six:

- Year began July 2019 with work on 2020 Budget. After review of the onsite Reserve Study the Budget committee identified the need to increase the amount needed in the repiping reserves to move forward over a shorter time frame than the 10 year one for completion of the project. The need to complete the project in a 3 year period was proposed. This was the main reason for the larger than normal assessment increase. It was noted that we still had the lowest monthly assessments in Leisure World.
- The Board identified many resident complaints of storage in front of cars in carports. We took this on as another project and after general reminders to all regarding the policy, we sent out over 50 letters to residents that were not in compliance. The carports are looking a lot better!
- During fire inspections it was asked as it is every year to produce proof of liability insurance. The majority of residents complied but we ended up sending letters to over 50 residents to bring proof of insurance to Mutual Administration.
- The Board spent the Fall working on revisions and updates of the policies and procedures to reflect the restated bylaws that were passed. We plan to have completed this task this Spring. The new occupancy agreement for NEW owners only will be approved also.
- The Board had to approve the first amendment to our restated bylaws which was brought on by SB 323 changing CA law as of January 2020.
- The Board did change the Annual meeting date to the first Friday of June instead of the fourth Friday. Our monthly Board meeting will remain on the fourth Friday of the month.

Mutual 7 REPORT

MUTUAL SEVEN BOARD OF DIRECTORS

Sue Rotter, President; Ex-Officio member of all committees: Pre-listing inspections Chair; Physical Property Chair

Roger Bennett, Vice President; Landscape Committee Chair; Social Committee Chair

Pat Repasi, Secretary, Building Captain Chair; Laundry Room Coordinator

Joann Fellows, Chief Financial Officer; CFO Committee; Landscape/Tree Walk Advisory

Lena Stevens, Director; Social Committee Advisory; Patio Sale Chair

Recording Secretary: Ripa Barua, Kristal Givehand, Laquetta Hughes

PRESIDENT'S MESSAGE:

Mutual 7 is a moderate size mutual with 32 buildings of 12 units each located around our Central Park. We are governed by a 5-person volunteer Board

General Information about Department: This year we continue to move forward with the Roseman firm, making strides toward modernization of the aged Policies and Procedures with more current Rules and Regulations. Board members also attended annual training with the firm.

MUTUAL SEVEN ACCOMPLISHMENTS

List of 2019 projects:

- Sale of over 20 apartments which included new buyer orientations
- Monitor and replacement of cell phones for solar power in laundry rooms
- Added screens to laundry rooms
- Approved towing agreement
- Prepared and passed 2020 budget; passed the CliftonLarsonAllen audit
- Had 12 regular monthly board meeting, and executive sessions.
- Many Shareholders have either done a full remodel or upgraded their kitchens, bathrooms and windows, with lots of new flooring. There were 53 total permits, plus 17 new heat pumps and 3 carport storage cabinets.
- Re-piping of the potable water delivery system for the remaining 25 buildings was completed. Included with the project was the replacement of aged water heaters. We actually had some original water heaters that dated back to the 60s!

Mutual 8 REPORT



MUTUAL EIGHT BOARD OF DIRECTORS

Jeri Dolch, President

Mike Banfield, Vice President, Director of Physical Property Committee

Sandy Weisenstein, Secretary

Camille Thompson, Chief Financial Officer

Dorene Youngs, Director

Recording Secretary: Ripa Barua, Kristal Givehand, Laquetta Hughes

The 2018/2019 Mutual 9 Board of Directors had a very productive year. The Board implemented many projects that benefited the Mutual, addressed the day-to-day tasks/concerns of the shareholders and held events for the enjoyment of the shareholders.

MESSAGE FROM THE BOARD

Mutual 8 continues to be a lovely Mutual to live in. Mutual 8 Board of Directors work as a team to oversee the daily business of the Mutual. We are very proud of our community. Our greatest amenity are our shareholders. We have a huge group of shareholders who stay respectful to each other. Taking a walk in Mutual 8 is a pleasure because you will never be at a loss for hearing “Hi, how is your day going?” or a warm smile when passing each other or a great hand wave when seeing a person across the grounds. We have Burnsting park right next to El Dorado Drive with lovely park benches and landscaping to enjoy.

ACCOMPLISHMENTS:

- Brought J&J Landscaping on board – what a difference they have made in our community and have been happily received by Shareholders
- Worked on many areas for potential safety areas that requires cement repair or replacement.
- Set up an E-mail blast that can keep shareholders up to date on any information the Board needs to get out to the community between Board Meetings.
- Started new committees for shareholders to participate in; Landscape Committee headed up by Camille Thompson and the Architect and Design Development Committee headed up by Mike Banfield.
- Developed new Rules and regulations for Mutual 8 and rescinded most of the old policies.
- Entered into contract with National to manage our Laundry Rooms.
- Entered into contract with Roofing Standards Inc. to re-roof nine (9) buildings this year.
- Held 12 Board Meetings
- Approved Monthly Mutual Finances
- Discussed Fenn Mosquito Traps

Mutual 9 REPORT



MUTUAL NINE BOARD OF DIRECTORS

Beth Mayer, President

Bob Walz, Vice President,

Margie Doder, Secretary

Diane McFadden, Chief Financial Officer

Pam Turner, Director

Bob Croft, Director

Lori Gray, Director

Recording Secretary: Ripa Barua, Kristal Givehand, Laquetta Hughes

Mutual Nine board runs a corporation and always tried to work with the shareholders best interest overall.

PRESIDENT'S MESSAGE:

Mutual Nine's three officers have been a great support to the President and have worked very hard for the Mutual. The board is grateful to have these Officers serve on the Mutual Board. The year has been challenging trying to work through the Bylaws, policies, Rules and regulations, and maintaining the budget. The Mutual suffered a flood in which 5 units were damaged but the GRF Inspector and maintenance assisted with repairing them.

ACCOMPLISHMENTS:

With a focus on the future success of Mutual 9, the major accomplishments for 2019-2020 included the following:

- Seven new roofs on Buildings : 209, 209, 212, 213, 215, 218, 220 & 227.
- Lease Agreement with National Laundry Services - 32 new washers/32 new dryers – first indication of 1 month electricity savings is \$400
- Pinnacle Landscape – tree trimming over 200 trees
- BA construction cleaned gutters
- Bright View removed 11 bottlebrush trees to avoid their sticky needles clogging the new roof vents
- Arborists – Comprehensive report from Arbor Pro 'Tree Inventory and Management Plan' – included: species, size, condition and tree maintenance for 413 trees. Trees Estimated value: \$1,135,105
- Reserve study Report – M9 is funded at 46%, a medium risk
- Approved new occupancy agreement for new shareholders which will save the mutual costs of replacing/repairing appliances – a cost savings for the shareholders
- By-law Committee and Rules/Regulations committee formed
- Avoided a costly special election by revoking shareholders signatures on a petition circulated to rescind 3 policies in which the petitioner did not present the facts or the policies to the shareholders that signed the petition
- December 20, 2019 holiday party where 200 shareholders attended, with many compliments from shareholders including a surprise visitor: the mutual's resident Elf, Bob Walz.
- Shareholders attended By-Law Town Hall Meeting with Roseman Law Firm
- Held 12 Board Meetings
- Approved Monthly Mutual Finances
- Discussed Fenn Mosquito Traps
-

Policies approved:

- a. 7525.09 Withdrawal Inspection Process Fee
- b. 7574.09 Satellite, DirecTv, Antenna Installation
- c. 7210.09 Annual Elections

Mutual 10 REPORT



MUTUAL TEN BOARD OF DIRECTORS

Ruthann Arlart, *President, Ex-Officio member of all committees; Unoccupied Unit Inspections; Landscape, Chair*

Esther Cummings, *Vice President, Physical Property Chair; Building Captains Chair*

John Stipcich, *Secretary, Emergency Information Representative; Physical Property Committee*

Mike Giles, *Chief Financial Officer, Finance Committee Chair*

Mike Depew, *Director, Finance Committee Member*

Cheryl Gibson, *Director, Building Captains Committee Member*

Recording Secretary: *Ripa Barua, Kristal Givehand, Laquetta Hughes*

Mutual Ten Board of Directors are completing one year terms. Officers are elected each year at the Organizational Meeting following the Annual Meeting, on the third Wednesday in May.

PRESIDENT'S MESSAGE:

The Mutual Ten Board works as a team to conduct business in overseeing the maintenance, repair and improvements to the Mutual 10 buildings, property, and lifestyle. The Board Members also work together to review, and update documents related to their residents and the use of the Mutual 10 property. As a result of the Bylaws being accepted at the May 2019 election, the number of Directors will go from 6 to 5 in May 2020. None of our accomplishments this past year could have been done without the outstanding support of the Golden Rain Staff in all of the departments with which we interact.

ACCOMPLISHMENTS:

- A contract for the replacement of 5 roofs (240, 243, 244, 245, & 252) in June 2020 was signed.
- We entered into a 5 year contract with National Service Company to replace and maintain our laundry room equipment.
- 24 trees were trimmed, one diseased tree was removed, and 4 new trees were planted in the fall by J & J Landscaping
- Service Maintenance painted and replaced some the deteriorating lamp pole bases.
- The 14 bulletin boards in our 7 laundry rooms were replaced and updated.
- Our landscape company, J & J Landscaping, continues to mow and trim our lawns and test and maintain our sprinkler systems
- Sewers were cleaned and inspected from the buildings out to the main line.

OTHER:

- A Town Hall Meeting was held in November to introduce the new laundry room equipment program.
- The annual Reserve Study will be prepared in the spring.
- Our attorney, Roseman and Associates, worked with the Board to prepare an updated version of the Occupancy Agreement.
- Our attorney, Roseman, and his staff also prepared a working document of the Rules and Regulations that will be replacing the existing Policies in the future.

Mutual 11 REPORT



MUTUAL ELEVEN BOARD OF DIRECTORS

Brenda Hemry, President

Geoff Davies, Vice President

Phil Mandeville, Secretary, Emergency Information Chair

Guta Basner, Chief Financial Officer

Patrick Henehan, Director

Joyce Basch, Director

Recording Secretary: Ripa Barua, Kristal Givehand, Laquetta Hughes

PRESIDENT'S MESSAGE:

Mutual Eleven is unique and our shareholders know it. We are told by new residents moving in that they selected Mutual Eleven because they had walked around looking at the property and were struck by the beauty of the green belts and trees, and well-maintained landscape and many beautiful patios. It did not go without mention how friendly the residents were in the Mutual, whether walking their dogs, riding a bike, or just out for a stroll, they always speak to one another.

GENERAL INFORMATION**ABOUT MUTUAL:**

We are an active living community and Mutual Eleven Shareholders can be seen enjoying a lively discussion on one or more of the beautiful patios throughout the community. We have complete strangers stop and comment on how wonderful it is to see us enjoying life here in Leisure World. As a board, we have been very budget minded this year and will be leaving Mutual Eleven in great shape for the future

LIST OF 2019 PROJECTS:

- Promote Earthquake Preparedness
- Amended/ratified several Mutual policies
- Approved re-piping of all 26 buildings and each unit's water heater
- Approved GCARP (General Counsel Attorney Retainer Agreement)
- Renewed contract with Total Landscaping to remove 21 bottle brush trees and planted 25 new trees. Also trimmed over 40 trees
- Approved installation of pavers
- Approved contract with Total Landscape for gutter cleaning
- Approved monthly financials
- Installed new LED lights around carports and laundry rooms
- Approved audited annual financial statements
- Accepting bids for re-roofing of 3 to 5 buildings
- Held 10 monthly board meetings
- Researching commercial laundry services
- Completed bi-annual Fire Inspection of all units

Mutual 12 REPORT



MUTUAL TWELVE BOARD OF DIRECTORS

Richard Carson, President, Ex-officio member of all Committees

Tony Anderson, Vice President, Physical Property Committee Chair

Rose Sprague, Secretary, Landscape Committee Chair

Susan Ferraro, Chief Financial Officer, Financial Review and Budget Committee Chair

Cindy Mortesen, Director, Parking Committee Chair

Darlene Milek, Director, Pets Committee Chair

Richard Taylor, Director, Carport Storage Committee Chair

Recording Secretary: Ripa Barua , Kristal Givehand, Laquetta Hughes

PRESIDENT'S MESSAGE:

Our goal this year was to do what we could to make Mutual 12 a place people “wanted to live” by using our moto of “live and let live”. We have been very successful as most of our units that were up for sale sold. Our Board still employs the idea of being just “one vote” each and not looking for personal credit. We remember the definition of integrity is “doing the right thing even when no one else is looking!”

I would like to thank the Board for keeping me headed in the right direction as well as the many valuable volunteers who gave of themselves with their time and assistance such as our Building Captains and those of you who keep us all on track with your suggestions and alerts to things we don't always see.

Thank you all!

Rich Carson, President, 2019-2020

“Super Shareholder Volunteer”

Gary Sprague / Mutual 12 CERT Monitor and Instructor – Gary has done an outstanding job helping M-12 prepare for possible emergencies that haven't occurred but could!

ACCOMPLISHMENTS:

Some of our notable accomplishments for 2019-2020 are listed below:

- Completed reroofing of 16 units.
- Replaced several skylights and exhaust fans
- Completed dry rot repairs as part of the roofing
- Completed fire inspections and re-inspected 31 to complete the process
- Replaced concrete carport driveways on Del Monte
- Completed new building signs for all units identified as requiring new signs
- Relined one main sewer line
- Repainted direction and STOP signs within M-12 parking areas
- Completed Carport inspections
- Completed planning new lawns within M-12
- Replaced several walk light wiring systems that malfunctioned
- We are in the process of reviewing our Occupancy Agreement

Mutual 14 REPORT



MUTUAL FOURTEEN BOARD OF DIRECTORS

Lee Melody, President, Landscape Chair, Ex-officio member of All Committees

Valerie Jorgenson, Vice President, Pets Committee Chair

Susan Worthington, Secretary

Adrienne Rosenfeld, Chief Financial Officer, Financial Review and Budget Committee Chair

Jack Nevin, Director, Emergency Information Chair

Susan Simon, Director, Caregiver Committee Chair, Porch, Patio and Garden Compliance Committee Chair

Bob Stefun, Director, Physical Properties Chair

Mutual Fourteen has strived to work in the spirit of its mission statement, “To provide a beautiful living environment, while instituting rules and regulations that promote safety and fiscal responsibility for its community as a whole.”

MAJOR ACCOMPLISHMENTS

- Passed a new Occupancy Agreement
- Converted all Mutual Policies to Rules & Regulations to be compliance with California Civil Code
- Ended 2019 under budget by over \$50,000
- Reroofed an additional 5 buildings
- Restriped all Mutual parking lots adding loading/unloading spots
- Passed a “Secondhand Smoke/Nuisance Policy”

ADDITIONAL HIGHLIGHTS

- For the second year in a row, Mutual 14 received an award for the Most Member participation in the Annual Election
- Approved various patio plans
- Implemented that at the time of Fire, Health, Safety and Sanitation Inspections, verification of smoke detectors is within the 10-year maximum life and in working conditions
- The Board approved holiday gift cards for GRF and the gardener, in appreciation for all their work

Mutual 15 REPORT



MUTUAL 15 BOARD OF DIRECTORS

Jackie Dunagan, President

Ron Gildner, Vice President,

Michael Pahlow, Secretary, Landscaping

David Harlow, Chief Financial Officer

Ronald Beeler, Director, Carports and Breezeways

Bruce Bowles, Director, Physical Properties Bldg. 25-48

Joyce Reed, Director, Physical Properties Bldg. 1-24

Recording Secretary: Kristal Givehand, Ripa Barua, Laquetta Hughes

The volunteer Board of Directors has maintained its record of excellent management and governance of the affairs of the properties within Mutual 15.

PRESIDENT'S MESSAGE:

It has been a busy and productive year for the Mutual 15 Board on behalf of all of the shareholders. We began the term with the formulation and approval of the budget for 2020. This was immediately followed by the Reserve Study. As you can see by the list of projects below, the Board pays close attention to the maintenance needed to keep our mutual functional and attractive. As a result, more than half of the new residents moving into Mutual 15 are from other mutuels. We are known for our unique floor plans, large greenbelts and many beautiful trees.

In addition to planned projects, the Board addresses the day to day issues that arise like leaks, sewers, electrical issues, etc. When necessary, special meetings and phone polls are conducted to “get the job done”.

This team works well together and listens to our shareholders to try and accommodate all of the maintenance, repairs and improvements to the buildings, property and lifestyle of Mutual 15.

LIST OF 2019 PROJECTS:

- Removed a French drain at Unit 6-C
- Checked all fire extinguishers in breezeways
- Helped support the unified mission of the collective Mutuels of Leisure World Seal Beach, ensuring appointments were made to meet with GRF staff
- Approved monthly financials
- Replace the lift at 42-P
- Amended, rescinded several mutual policies
- Landscaping and trimmed trees throughout the Mutual
- Approved buyer premium
- Dethatched and reseeded the green belts
- Approved Mr. C towing
- Reattached and realigned the gutters
- Discuss Fenn mosquitos
- Held 12 Board Meetings and several Special Meetings
- Replaced asphalt with cement at Carport 9
- Roofing
- Replaced all “trip and fall” areas of sidewalks
- Street Light Repairs
- Approved Anguiano landscaping contract
- Replaced bulletin board in laundry rooms
- Approved New Occupancy agreement
- Replaced several Laundry Room doors
- Reviewed and rewrote new Rules and Regulations to replace all Policies
- Replaced all exterior lights in all carports and laundry rooms

Mutual 16 REPORT



MUTUAL SIXTEEN BOARD OF DIRECTORS

Dale Watkins, President, Grounds and Physical property Committee Chair,
Ex Officio member of all committees

Loni Gardette, Vice President, Grounds and Physical property Committee, emergency Pre-
paredness Committee Chair

Marcia Clawson, Secretary, Physical Property Committee

Jon Gillespie, Chief Financial Officer

Jay Clawson, Director

Recording Secretary: *Kristal Givehand, Ripa Barua, Laquetta Hughes*

PRESIDENT'S MESSAGE:

Mutual 16 residents enjoy an oasis of abundance with four beautiful green belts allowing most of our living spaces to face a soothing green landscape designed to delight the vision and calm the spirit.

The volunteer Mutual Board of Directors strives to maintain a healthy and safe living environment, provide transparent fiscal responsibility, while encouraging a friendly social neighborhood. All Mutual 16 shareholders are invited to attend our monthly board meetings.

ACCOMPLISHMENTS:

Some of our notable accomplishments for 2019-2020 are listed below:

- We entered into a contract with National Service Co. for laundry maintenance services. As a part of the contract, National removed our old washers and dryers, and provided new washers and dryers with larger capacities. Prices only increased 25 cents per load.
- We inspected our sidewalks to identify any trip hazards. Then we had GRF Maintenance staff grind any sidewalk joints that were uneven to mitigate risk.
- We teamed very successfully with GRF Building Inspector Mark Harper on all of the major projects we worked on during 2019 and look forward to continue working with him in 2020.
- We solicited bids for re-roofing four of our five buildings and selected Jordan Roofing to conduct the work during 2020.
- We negotiated with Jurado Construction to remove the existing asphalt carport driveway and replace it with a new concrete driveway during 2020.
- We had Anguiano Lawn Care replace and adjust several dozen sprinklers to assure our lawn areas remain in good condition.
- We enjoyed a very successful Fall Barbecue with 80% of our residents attending and socializing.
- We selected Kaiser and Swindells for legal representation of Mutual 16.

Mutual 17 REPORT

MUTUAL SEVENTEEN BOARD OF DIRECTORS

*Cathy Gassman, President,
Social Activities Committee Chair*

*Peter Hayes, Vice President,
Physical property Committee Chair*

*Regine Schumacher, Treasurer,
Landscaping Committee Chair*

Norma Poe, Secretary

Perry Moore, Director



PRESIDENT'S MESSAGE:

Residents living in Mutual Seventeen enjoy ownership of their condominiums and the beauty of the surrounding park like landscape. Mutual Seventeen's Board of Directors is dedicated to keeping the Mutual running efficiently, while at the same time, keeping expenses at a minimum. The 2019-2020 Board of Directors will continue to serve Mutual 17 with dedication and pride.

ACCOMPLISHMENTS:

Some of our notable accomplishments for 2019-2020 are listed below:

- Replaced the complete hot water systems, including boilers, storage tanks, piping, valves, circulating pumps, etc. on the roof of all 3 buildings.
- Contracted with a new landscaping company to improve the overall ambience of the Mutual grounds.
- Completed pruning of our large pine trees.
- Held 11 board meetings
- Amended, rescinded, and adopted several Policies

Golden Rain Foundation

DEPARTMENTS

ADMINISTRATION



HUMAN RESOURCES



**COMMUNICATIONS &
INFORMATION
TECHNOLOGY**



FINANCE



**MUTUAL
ADMINISTRATION
& STOCK TRANSFER**



SERVICE MAINTENANCE



PURCHASING



TRANSPORTATION



PHYSICAL PROPERTY



COPY & SUPPLY



