



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

BOARD OF DIRECTORS

Agenda

Tuesday, November 22, 2022,
10:00 a.m., Clubhouse Four/Zoom

To view the live GRF Board meeting:

- Go to www.lwsb.com
- The tab will be active at 9:45 a.m., on the day of the meeting
- The live streaming uses YouTube live and terminates at the close of the meeting

1. Call to Order/Pledge of Allegiance

2. Roll Call

3. President's Announcements

4. Service Awards/Staff Commendations

5. Seal Beach City Council Member's Update

6. Member Comments/Correspondence

7. Consent Calendar

- a. GRF Board of Directors Minutes, October 25, 2022
- b. Approve Capital Funds Investment Purchase
- c. Approve Reserve Funds Investment Purchase
- d. Acceptance of the Interim Financial Statements, September 2022, for Audit
- e. Accept Standard Changes to Committee Charter
- f. Approve Heat Pump replacement at Security Building

8. Ad Hoc Reports

- a. Establishment of GRF Trust Property Utilization Ad Hoc Committee – **REMOVED FROM AGENDA PACKET ON NOVEMBER 15, 2022**
- b. Governing Document Ad Hoc Committee – Discussion
- c. 1.8 Acre Ad Hoc Committee
 - i. Approve Bid for Engineering Drawing **REMOVED FROM AGENDA PACKET ON NOVEMBER 17, 2022**
- d. Website Ad Hoc Committee – Discussion

9. New Business

- a. General
 - i. Approve City of Seal Beach Camera Installation
- b. Finance Committee
 - i. Approve Insurance Property Liability Renewal
 - ii. **FINAL VOTE:** Amend 40-5061-2, Fees
- c. GRF Administration Committee
 - i. Amend 30-1001-5, Glossary of Terms
 - ii. **TENTATIVE VOTE:** Adopt 30-5022-3, Community Rules Violation Panel Charter
 - iii. **FINAL VOTE:** Amend Policy 30-5093-3, Authorized Resident (AR) Rules of Conduct, Procedure for Notification of Violation and Right to Hearing
- d. Information Technology Services Committee
 - i. Capital Funding Request: Records Digitization Document Management Solution – Iron Mountain
 - ii. Operating Funding Request: CINC System to Replace Jenark
- e. Mutual Administration Committee
 - i. Amend 50-5165-3, Committee Charter **REMOVED FROM AGENDA PACKET ON NOVEMBER 17, 2002**
 - ii. **FINAL VOTE:** Amend 50-1646-2, Stock Transfer Office Schedule of Fees
- f. Physical Property Committee
 - i. Capital Funding Request: Amphitheater Rear Door Ramp
 - ii. Reserve Funding Request: Clubhouse One Kitchen Flooring
 - iii. Reserve Funding Request: Zinsco Electric Panel on Trust Property
 - iv. **FINAL VOTE:** Adopt 60-5000-1, Use of Community Facilities, Dumpsters at 1.8 Acres -Rules
- g. Recreation Committee
 - i. Reserve Funding Request: Clubhouse One – BBQ at Picnic Area
 - ii. Approve Turtle Lake Golf Course Signage
 - iii. Capital Funding Request: Clubhouse Three, Room Seven - Hearing Loop
- h. Strategic Planning Committee
 - i. Approve Feasibility for obtaining Liquor License
 - ii. Approve Revenue Item List and Assignment

10. Next Meeting

Tuesday, January 24, 2022, GRF Board Meeting in Clubhouse Four/Virtual

11. Adjournment

Financial Recap – October 2022

As of the tenth-month period ended October 2022, the draft financial reports indicate that GRF is in a favorable financial position with a surplus of \$103,847.

Major variances are:

Wages, Taxes & Benefits	\$431,528	Favorable: Wages \$224K; P/R Taxes \$13K; Workers' Comp \$46K; 401(k) ER Match \$42K; Group Ins \$145K; average FTE < budget by 20 FTEs
Employee Related Expenses	(437,841)	Unfavorable: Agency fees \$409K; Recruiting \$32K
Professional Fees	(60,999)	Unfavorable: System security monitoring
Utilities	(80,645)	Unfavorable: Electricity – rate increase, Trash – new contract
Facilities Maintenance	116,430	Favorable: Less YTD maintenance than planned; Janitorial contract renegotiated for less.
Community Entertainment	66,458	Favorable: Community events deferred due to COVID-19
Publication Printing	51,113	Favorable: Lower pricing due to change in printing company; less pages in newspaper due to COVID impacts.
Property & Liability Insurance	78,930	Favorable: Actual premiums less than budgeted
Certificate Preparation Income	56,210	Favorable: More unit sales than planned
Other Income	56,725	Favorable: Escrow fees, Permit income; Purchase processing recovery fees,
News Advertising	66,874	Favorable: Display ads greater than budgeted
SRO Labor Cost Recovery	(190,389)	Unfavorable: Less billable hours than budgeted

	Fund Balance	Allocated For Current Projects	Allocated For Future Projects	For details, see page
Reserve Funds				
Repairs & Replacements	\$11,650,791	\$2,398,497	\$9,122,049	7

	Fund Balance	Allocated Funds	Unallocated Funds	For details, see page
Capital Funds				
Capital Improvements	\$3,235,482	\$490,711	\$2,744,771	8

Total year-to-date approved unbudgeted operating expenses are \$423,215.

Golden Rain Foundation
October 31, 2022
Cost Centers with Unfavorable Budget Variances

Cost Center	Amount	Comments
320 - Human Resources	(136,700)	Employee recruitment - approved non-budgeted services from ADP; YTD vacation accrual change for total company; board approved non-budgeted recognition
322 - Emergency Preparedness	(4,375)	Approved unbudgeted emergency supplies approved by BOD in Dec 2021.
431 - Finance Department	(94,492)	Agency fees to cover vacancies; unexpected increase in audit fees.
432 - Purchasing Department	(11,389)	Agency fees to cover vacancies and inventory price variances
439 - Onsite Sales	(51,937)	Rental income
574 - Service Maintenance	(105,022)	SRO Labor recovery
629 - Admin Buidling	(9,948)	Buidling repairs & maintenance; Door repairs & painting; utiltiies
651 - Clubhouse One	(2,513)	Electricity & buliding repairs & maintenance
653 - Clubhouse Three	(7,440)	Listen assistant device, buidling repairs & maintenance, electricity
654 - Clubhouse Four	(10,829)	Electricity; A/C repairs; Audio mixer replacement
655 - Building Five	(1,439)	Electricity
656 - Clubhouse Six	(3,364)	Electricity
837 - Security	(92,680)	5% increase in wages; OT; batteries for equipment
838 - Transportation	(82,190)	5% increase in wages; gasoline, bulk oil purchase
934 - Information Technology	(141,548)	Additional FTE; Packetwatch security unbudgeted
Total Unfavorable Variances	(755,866)	of Total Company Variance \$103,847

Golden Rain Foundation
Cash Flow Activity - All Reserves
For the Period Ended October 31, 2022

	Contingency Operating Fund	Reserve Fund	Capital Improvement Fund	Nonrestricted Funds	Total
Balance 12/31/2021	1,000,000	11,780,045	3,147,920	439,121	16,367,086
Funded: Assessments		416,666			416,666
Funded: Amenities Fees collected (586)		1,235,673	1,235,673		2,471,347
Funded: M17 Lease Fees collected (18)		4,644	4,644		9,288
Funded: Interest on Funds		39,520	1,602		41,123
Expenditures		(2,125,758)	(1,154,358)		(3,280,116)
2021 Excess Income	-	300,000		(300,000)	-
Transfers between funds	-	-			-
Net Monthly Activity				(51,422)	(51,422)
Balance 10/31/2022	1,000,000	11,650,791	3,235,482	87,699	15,973,972
Net Activity	-	(129,254)	87,561	(351,422)	(393,115)

Golden Rain Foundation

Cash Flow Activity - All Reserves

For the Month of October 2022

	Contingency Operating Fund	Reserve Fund	Capital Improvement Fund	Nonrestricted Funds	Total
Balance 9/30/2022	1,000,000	11,886,933	3,145,794	180,078	16,212,805
Funded: Assessments		41,667			41,667
Funded: Amenities Fees collected	(48)	103,224	103,224		206,448
Funded: M17 Lease Fees collected	-				-
Funded: Interest on Funds		6,823	522		7,345
Progress Payments on CIP					-
Expenditures		(387,856)	(14,058)		(401,914)
Net Monthly Activity				(92,379)	(92,379)
Balance 10/31/2022	1,000,000	11,650,791	3,235,482	87,699	15,973,972
Net Activity	-	(236,142)	89,688	(92,379)	(238,833)

2022 Capital Plan

Cost Center	Proj #	Description	2022 Unapproved	Total Projects	TTD Expenditures	Allocated Funds
322		Trailer for Emergency Supplies		12,428	12,428	-
629	993-21C	Administration Office Remodel - Phase 3 & 4		772	772	-
651	1002-22C	Clubhouse One- Woodshop Improvements		135,500	33,670	101,830
651	1004-22C	Clubhouse One- Electrical Engineer		10,000	10,000	-
652	985-21	Clubhouse Two - East End Bocce Ball Court - Concrete & 2 Handrails		3,250	3,250	-
652		Clubhouse Two - West End Bocce Ball Court - Concrete & Handrails		5,000	-	5,000
652		Clubhouse Two - Pickleball Court Fence Addition		7,697	-	7,697
653	984-21C	Clubhouse Three - Sewing Room Renovation, Enhancement, Equipment		22,000	11,049	10,951
655	994-21	Building Five Improvements - 248 square feet room		13,000	7,061	5,939
656	953-20	Clubhouse Six - HVAC System Redesign		8,600	8,600	-
656	1015-22C	Clubhouse Six - Door Openers for four restroom		11,822	11,822	0
679	970-21	Clubhouse Three, Clubhouse Six, Exterior Patio, Multi Use Areas, and Marquee, Professional Design Services		20,848	20,848	-
679	981-21C	Slurry, Re-striping Parking Lots - Admin. Bldg, Bldg 5, CH6 & Concrete Replacement CH1 Parking Lot		115,457	115,457	-
679	983-21	Administration Building - Hand Railing		37,400	37,400	-
679	1000-22C	Speed Cushions Study		9,600	7,695	1,905
679	982-21	St. Andrews Electric Vehicle Charging Station		74,496	-	74,496
679	999-22C	Traffic Analysis North Gate Road to Northwood and St. Andrews Drive		9,800	8,841	959
679		LED Lighted Stop Signs - Twelve Solar		19,092	20,748	(1,656)
679		Storm Drain Screens		99,000	-	99,000
679	1006-22C	1.8 Soil Testing & Topographic Survey		11,300	9,945	1,355
679	1011-22C	Operational Analysis Traffic Light Saint Andrews & Golden Rain Rd		10,954	-	10,954
679	1014-22	Holiday Tree Replacement		8,500	-	8,500
679	1008-22C	Pit Stop Facility at 1.8 - Add Three Electrical Outlets		6,838	6,838	-
679	1019-22C	Install Speed Cushions in Five Locations (El Dorado, Golden Rain, St. Andrews, Del Monte, Thunderbird)		13,500	-	13,500
679	1018-22C	North Gate Road To Northwood Road Traffic Calming Measures		9,870	-	9,870
746	968-21	Turtle Lake Electric Power		9,341	9,473	(132)
747	946-20	1.8 Acres Electrical and Lighting Additions		43,677	55,548	(11,871)
747	1001-22C	Clear out Mini Farms at 1.8 Acres		13,300	13,300	-
747	1012-22C	Mini Farm Design		20,900	9,600	11,300
748	850-17	Pool Area Planning - replace/enhance or modify		25,000	34,225	(9,225)
748	925-19C	Pool Renovations		1,604,739	1,566,459	38,280
748	1013-22C	Shade Structure at Aquatic Center		71,866	5,975	65,891
837		Two Radar Trailers With Data Logger		30,000	-	30,000
838		3 Electric Vehicles - 2022 club car carryall (IT, Copy & Supply, Purchasing)		-	-	-
934	5006-20	Dynamics GP - Phase II Developments		7,144	7,144	-
934	5009-20	Website Redesign		57,930	49,675	8,255
934		UTM Firewall Hardware		6,842	3,930	2,912
934		Sharepoint Migration Project		5,000	-	5,000
					-	-
		Total Planned Capital Acquisitions	-	2,572,462	2,081,751	490,711

Fund Balance	3,235,482
2022 Unapproved	-
Total Approved Projects	2,572,462
Total To-Date Expenditures	(2,081,751)
Surplus	<u>2,744,771</u>