

## FINANCE COMMITTEE

### Committee Meeting Agenda

Friday, April 21, 2023, 10:00 a.m.

Conference Room A/Zoom

*This meeting may also be live streamed at [www.lwsb.com](http://www.lwsb.com).*

*The tab will be active 15 minutes prior to the start 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/Notice of Quorum

Phil Friedman- Chair  
Carole Damoci  
Janet Isom

Susan Jacquelin  
Lee Melody

#### 3. Chair Announcements

- a. Introduction of Guests and Staff
  - Jessica Sedgwick, Executive Director
  - Marsha Gerber, GRF President
  - Mallorie Hall, Finance Director
  - Jenna Dever, Administration Manager
- b. Rules of Order

#### 4. Member Comments *(Limited to 3 minutes per person)*

#### 5. Approval of Minutes

- a. Minutes of March 20, 2023 **(pp. 3-5)**

#### 6. Correspondence

N/A

#### 7. Staff Reports

- a. Finance Director Report **(pp. 6-21)**

#### 8. Financials

- a. **Acceptance of the March 2023 Financial Statements (pp. 22-24)**

Proposed Resolution: To accept for audit and forward to the GRF Board the interim financial statements for period ending March 31, 2023, as presented by the Director of Finance, and as reviewed by the Finance Committee.

#### 9. Investments

- a. Reserve Funds Investment **(pp. 25-30)**

#### 10. Unfinished Business

- a. HomeWise Docs Fees **(pp. 31-38)**

## 11. New Business

N/A

## 12. Governing Documents

- a. Amend/Review 80-1937-1 – Parking – Rules (**pp. 39-47**)

## 13. Future Agenda Items

## 14. Next Meeting Date

- Thursday, May 15, 2023, in Administration Conference Room A /Zoom

## 15. Adjournment

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Please be courteous and respectful to other members, Board of Directors and representatives from Management at all times. We ask that you do not raise hands or interrupt the Committee or anyone else who may be speaking. **A member not adhering to these protocols and/or who becomes unruly may be asked to leave the meeting. Failure to comply will result in a special hearing with the Board where disciplinary action may be taken.**



## **FINANCE COMMITTEE MINUTES**

**March 20, 2023**

The meeting of the Finance Committee was held on Monday, March 20, 2023, and was called to order at 10:00 a.m. by Chair Friedman, in the Administration Conference Room and via Zoom, followed by the Pledge of Allegiance.

### **ROLL CALL**

Present: Phil Friedman- Chair  
Carole Damoci  
Janet Isom

Susan Jacquelin  
Lee Melody

Directors, Marsha Gerber, GRF President  
Staff and Jessica Sedgwick, Executive Director- Zoom  
Guests: Mallorie Hall, Director of Finance  
Jenna Dever, Administration Manager  
Nick Massetti, GRF Board Member

### **CHAIR'S ANNOUNCEMENTS**

Chair Friedman welcomed Committee members, and guests, and introduced Executive Director Jessica Sedgwick, Director of Finance Mallorie Hall, and Administration Manager Jenna Dever.

### **MEMBER COMMENTS**

One Shareholders spoke during the Members' Comment period.

### **APPROVAL OF MINUTES**

The Finance Committee minutes dated February 22, 2023, were approved as presented.

### **CORRESPONDENCE**

N/A

### **STAFF REPORTS**

The Finance Director provided the purchasing and finance department monthly reports, as presented in the meeting packet.

## **FINANCIALS**

### **Acceptance of the February 2023 Financial Statements**

Motion: To accept for audit and forward to the GRF Board the interim financial statements for period ending February 28, 2023, as presented by the Director of Finance, and as reviewed by the Finance Committee.

First: Janet Isom

Second: Susan Jacquelin

The motion has passed unanimously.

## **INVESTMENTS**

### **Reserve Funds Investment**

Motion: To recommend the GRF Board authorize the purchase of brokered CDs through US Bank Corp for \$530,000 with terms ranging from six (6) to eighteen (18) months at the prevailing interest rates at the time of purchase and at the discretion of the financial advisors.

First: Lee Melody

Second: Susan Jacquelin

The motion has passed unanimously.

## **UNFINISHED BUSINESS**

N/A

## **NEW BUSINESS**

### **Defaulted Promissory Note**

Item was discussed, no further action taken.

### **HomeWise Docs Fees**

Topic was discussed, item tabled until a policy can be created.

### **Point of Sale Equipment**

Motion: To recommend the GRF Board approve the Point of Sale equipment purchase for a cost not to exceed \$10,000, expending funds from the capital account with a current balance of \$1,749,306 and to be added to the reserve component list.

First: Janet Isom

Second: Carole Damoci

The motion has passed unanimously.

## **GOVERNING DOCUMENTS**

### **Review 40-3182-2 - Member/Owner (M/O) and Renter/Lessee (R/L) Fees, Fines, and Deposits**

Item was tabled until the next committee meeting.

## **FUTURE AGENDA ITEMS:**

- Review 40-3182-2 - Member/Owner (M/O) and Renter/Lessee (R/L) Fees, Fines, and Deposits
- Review/ Amend 80-1937-1 Parking – Rules

## **ADJOURNMENT**

Chair Friedman adjourned the meeting at 11:22 a.m.

\_\_\_\_\_  
Approved Date

\_\_\_\_\_  
Approval Signature

\_\_\_\_\_  
Printed Name



Golden Rain Foundation

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Leisure World, Seal Beach

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# Finance Committee Report



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# Department Variance Reports

## Department Variances

March 2023

Department	Monthly Variance	YTD Variance
CC 101 - Architectural Design & Review	\$145.00	\$435.00
CC 236 - News	\$7,641.00	\$29,790.00
CC 320 - Human Resources	\$14,242.00	\$22,420.00
CC 322 - Emergency Preparedness	\$72.00	\$1,053.00
CC 330 - Administration	\$19,272.00	\$40,050.00
CC 431 - Finance	-\$8,858.00	-\$728.00
CC 432 - Purchasing	\$7,553.00	\$5,310.00
CC 439 - Onsite Sales	-\$14,787.00	-\$32,313.00
CC 460 - Health Care Center	\$0.00	\$0.00
CC 465 - Reserves	\$0.00	\$0.00
CC 533 - Stock Transfer	-\$8,737.00	-\$17,617.00
CC 544 - Copy & Supply	\$4,976.00	\$4,823.00
CC 545 - Mutual Administration	\$11,698.00	\$32,268.00
CC 574 - Service Maintenance	\$37,970.00	\$58,635.00
CC 575 - Trust Property Labor	\$1,765.00	\$6,372.00
CC 629 - Administration Building	-\$902.00	-\$8,284.00
CC 651 - Clubhouse One	\$649.00	-\$270.00
CC 652 - Clubhouse Two	-\$72.00	-\$738.00
CC 653 - Clubhouse Three	-\$452.00	-\$467.00
CC 654 - Clubhouse Four	\$20.00	\$994.00
CC 655 - Clubhouse Five	\$884.00	\$1,660.00
CC 656 - Clubhouse Six	\$84.00	-\$788.00
CC 670 - Physical Properties	\$5,407.00	\$41,130.00
CC 679 - Community Facilities	\$12,074.00	\$25,672.00
CC 735 - Library	\$566.00	\$4,843.00
CC 736 - Learning Center	\$535.00	\$1,264.00
CC 740 - Recreation	-\$2,926.00	\$8,588.00
CC 745 - Amphitheater	\$600.00	\$1,992.00
CC 746 - Golf Course	\$2,696.00	\$11,727.00
CC 747 - 1.8 Acres	\$909.00	\$2,460.00
CC 748 - Swimming Pool	-\$4,426.00	-\$27,291.00
CC 749 - Janitorial	\$33,453.00	\$25,608.00
CC 756 - Fitness Center	\$3,276.00	\$11,414.00
CC 837 - Security	-\$31,543.00	-\$90,488.00
CC 838 - Transportation	\$1,384.00	\$22,798.00
CC 847 - 5.5 Acre	\$977.00	\$6,255.00
CC 934 - Information Technology	-\$3,095.00	\$5,089.00
<b>Surplus/Deficit</b>	<b>\$93,052.00</b>	<b>\$193,666.00</b>

\*Before Depreciation



**Golden Rain Foundation**  
**Cash Flow Activity - All Reserves**  
**For the Period Ended March 31, 2023**

	Contingency Operating Fund	Reserve Fund	Capital Improvement Fund	Nonrestricted Funds	Total
<b>Balance 12/31/2022</b>	<b>1,000,000</b>	<b>11,666,942</b>	<b>3,362,401</b>	<b>8,154</b>	<b>16,037,497</b>
Funded: Assessments		37,500			37,500
Funded: Amenities Fees collected (135)		489,960	-		489,960
Funded: M17 Lease Fees collected (7)		4,058	-		4,058
Funded: Interest on Funds		35,039	4,704		39,743
Expenditures		(1,045,847)	(232,823)		(1,278,670)
2022 Excess Income	-				-
Transfers between funds	-	500,000	(500,000)		-
Net Monthly Activity				184,198	184,198
<b>Balance 03/31/2023</b>	<b>1,000,000</b>	<b>11,687,652</b>	<b>2,634,281</b>	<b>192,352</b>	<b>15,514,285</b>
Net Activity	-	20,710	(728,119)	184,198	(523,211)

# Golden Rain Foundation

## Cash Flow Activity - All Reserves

### For the Month of March 2023

	Contingency Operating Fund	Reserve Fund	Capital Improvement Fund	Nonrestricted Funds	Total
<b>Balance 2/28/2023</b>	<b>1,000,000</b>	<b>11,663,712</b>	<b>2,819,221</b>	<b>4,851</b>	<b>15,487,784</b>
Funded: Assessments		12,500			12,500
Funded: Amenities Fees collected	(31)	146,862	-		146,862
Funded: M17 Lease Fees collected	-				-
Funded: Interest on Funds		19,486	2,546		22,032
Expenditures		(154,909)	(187,485)		(342,394)
Donations			-		-
Transfers between funds					-
Interest Income Allocation					-
Net Monthly Activity				187,501	187,501
<b>Balance 3/31/2023</b>	<b>1,000,000</b>	<b>11,687,652</b>	<b>2,634,281</b>	<b>192,352</b>	<b>15,514,285</b>
Net Activity	-	23,940	(184,939)	187,501	26,502

March 2023

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March 2023

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March 2023

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# Budget Variance Report

CC 431 - Finance

March 2023

GL	Monthly Variance	Reason	Explanation	YTD Variance
6100002 Salaries&Wages Reimb	\$4,576.00	Other - See Notes	Offset by temp employee costs	\$4,389.00
6144000 401(k) Match	\$1,838.00	Budget Miss - Over Budgeted	Less contributions than budgeted	\$5,082.00
6213100 Agency / Independent Contractor Fees	-\$4,448.00	Budget Miss - Under Budgeted	Cashier position - hired permanent; SRO catch up	-\$11,829.00
5398000 Interest Income Allocation	-\$8,263.00	Other - See Notes	Actual income (5397100 is accrued)	-\$1,312.00
	-\$6,297.00			-\$3,670.00
Monthly Financial Variance	-\$8,858.00	\$2,561.00	YTD Financial Variance	-\$728.00



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# **Aged Receivables & Café Commission**

Aged Receivables - GRF

4/18/2023

	Current	Over 30	Over 60	Over 90	Total	Change
<b>Outside Vendors</b>	2,669	602	35	1,155	4,462	1,480
<b>Violations</b>	-	-	-	2,905	2,905	-
<b>RV Lot Leases</b>	156	-	-	828	984	(556)
<b>News Credit Risks*</b>	2,162	3,282	-	2,652	8,096	(606)
<b>Total</b>	4,987	3,884	35	7,540	16,447	318

\*Current News AR Billing \$65,035.56

Prior

	Current	Over 30	Over 60	Over 90	Total
<b>Outside Vendors</b>	1,297	141	35	1,508	2,982
<b>Violations</b>	-	-	-	2,905	2,905
<b>RV Lot Leases</b>	232	-	-	1,308	1,540
<b>News Credit Risks*</b>	6,197	120	1,382	1,003	8,702
<b>Total</b>	7,726	261	1,417	6,724	16,129

Change

	Current	Over 30	Over 60	Over 90	Total
<b>Customers</b>	1,372	461	-	(353)	1,480
<b>Parking Violations</b>	-	-	-	-	-
<b>RV Lot Leases</b>	(76)	-	-	(480)	(556)
<b>News Advertisers</b>	(4,035)	3,162	(1,382)	1,649	(606)
<b>Total</b>	(2,739)	3,623	(1,382)	816	318



# AR Breakdown

As of 4/3/2023

Residents

ACCOUNT	TYPE	BALANCE	DATE
M01	Parking	\$220	2018-2019
M01	Parking	\$75	2019
M01	Parking	\$25	2019
M01	Parking	\$40	2018
M01	Parking	\$140	2018
M01	Parking	\$25	2018
M01	Parking	\$150	2017-2020
M01	Parking	\$100	2021
M01	Parking	\$120	2017-2018
M03	Parking	\$120	2018
M03	Parking	\$50	2018
M05	Block wall build & paint	\$3508	2022
M05	Parking	\$25	2018
M07	Parking	\$50	2018
M07	Parking	\$125	2018
M08	Parking	\$50	2018
M08	Parking	\$50	2018
M09	Parking	\$460	2017-2021
M10	Parking	\$50	2020
M10	Parking	\$45	2018-2021
M11	Hearing (1 of 2 paid)	\$500	2022
M14	Hearing	\$300	2022
M15	Parking	\$25	2018

# AR Breakdown

As of 4/3/2023

Outside Customers

ACCOUNT	TYPE	BALANCE	DATE
Anthem	See's Donation	\$234	2023
BA Construction	Parking Spot	\$300	2023
Resident	Amenities Fees	\$760.55	2023
Civic Stone	Material – Toilets	\$1080	2023
Golden Age	Copies	\$42	2023
Holy Family	SRO	\$245.96	2022
Januszka	IT & Janitorial	\$300	20203
JC Kress	Parking Spot	\$100	2023
Anguiano Lawn	Parking Spot	\$200	2023
Resident	Amenities Fees	\$602.10	2023
Resident	Amenities Fees	\$434.28	2022-2023
LW Community Church	SRO	\$362.22	2022
Marco Plumbing	Parking Spot	\$100	2023
MP Construction	Parking Spot	\$200	2023
NuVision	Landscaping	\$150	2023
Optum	Reimbursable	\$428	2023
Postmaster	Sewer	\$75	2023
Verizon - Frontier	Sewer	\$141	2023
Vicker's Construction	Parking Spot	\$100	2023

# Café Commission February

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
<b>2021</b>	229.21	109.93	231.57	248.14	161.82	248.49	254.30	213.06	257.69	238.17	233.73	198.23	2,624.34
<b>2022</b>	225.28	201.19	247.63	247.75	248.00	238.75	242.38	246.69	240.98	249.09	221.02	226.60	2,835.36
<b>2023</b>	233.49	223.68											
<b>2023 Budget</b>	224.00	224.00	224.00	224.00	224.00	224.00	224.00	224.00	224.00	224.00	224.00	224.00	2,688.00



Golden Rain Foundation

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Leisure World, Seal Beach

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# Contracts

Golden Rain Foundation  
April 21, 2023  
Director of Finance Report

Golden Rain Foundation					
Revenue Contracts - Finance Committee					
As of 03/31/23					
Committee	Client	Name	Revenue	Contract	Expiration Date*
Finance	3RVCLUB	RV Club	1	Trust Property Lease 12 Month	12/31/2024*
Finance	3GENE01	Genealogy Club	1	Trust Property Lease 12 Month	12/31/2024*
Finance	3HIST01	Historical Society	1	Trust Property Lease 12 Month	12/31/2024*
Finance	3RADIO1	Radio Club	1	Trust Property Lease 12 Month	12/31/2024*
Finance	3ROLLI01	Rolling Thunder	1	Trust Property Lease 12 Month	12/31/2024*
Finance	3THEA01	Theater Club	1	Trust Property Lease 12 Month	12/31/2024*
Finance	3VIDEO01	Video Producers Club	1	Trust Property Lease 12 Month	12/31/2024*
Finance	3FRIENDSLIB	Friends of the Library	1	Trust Property Lease 12 Month	12/31/2024*
Finance	3GAF	Golden Age Foundation	1	Trust Property Lease 12 Month	12/31/2024*
Finance	3GAF	Golden Age Foundation -COA	1	Trust Property Lease 12 Month	12/31/2024*
Finance		Superwire Telecom, Inc.	-	** Telecommunication Services 3.5 yrs	3/31/2023
Finance	3SUPERWIRE	Superwire Telecom, Inc.	4,500	Trust Property Lease	3/31/2028
Finance		Optum Care	671,000	** Trust Prop & Service Lease 5 yrs	9/30/2023
Finance	1008	Seal Beach Mutual No. Eight	1	Trust Property Lease 2 yrs	12/31/2024
Finance	1014	Seal Beach Mutual No. Fourteen	1	Trust Property Lease 3 yrs	12/31/2024
Finance		Januszka Group	120,000	** Trust Prop & Service Lease 5 yrs	12/31/2024
Finance	3NUVISION	NuVision Federal Credit Union	24,000	Trust Prop & Service Lease 5 yrs	11/7/2027
Finance		CARE	38,421	Trust Prop & Service Lease 5 yrs	5/31/2025
Finance		SCE Payment Processing	1,800	* Revenue Lease- Updated 1/2021	12/31/9999

Golden Rain Foundation						
Operating Expense Contracts - Finance Committee						
As of 03/31/23						
Committee	Vendor	Name	Contract Amount	Contract Start Date	Contract End Date*	
Finance	ASSO02	Association Reserves	9,600	3/29/2023	3/29/2025	
Finance	DLDI01	DLD Insurance Brokers	626,810	12/1/2022	12/1/2023	
Finance	CLIF01	CliftonLarsonAllen LLP	194,300	1/1/2015	12/31/2023	
Finance	UNIF01	UniFirst Uniform Company	23,700	** 1/8/2019	1/8/2024	
Finance	KYOC01	Kyocera Maintenance	4,247	** 3/28/2019	7/31/2024	
Finance	KYOC01	Kyocera Lease	36,422	3/28/2019	7/31/2024	
Finance	KONI01	Konica Minolta Business	21,000	** 12/5/2022	12/4/2027	
Finance	KONI02	Konica Minolta QDS	32,148	12/5/2022	12/4/2027	
Finance	CORO01	Corodata Records Management	3,070	** 9/26/2014	12/31/9999	



Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

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# Governing Documents



## **SECURITY**

### **Parking – Rules**

#### **1. PREFACE**

In order to promote safety, all drivers and pedestrians shall follow the same parking rules as required on public streets, unless otherwise specified herein.

#### **2. GENERAL RULES**

The following Parking Rules are enforced and are applicable to all persons owning, controlling or operating vehicles on Golden Rain Foundation (GRF) TRUST PROPERTY. This refers to the streets, sidewalks, parking areas, clubhouses, grounds, and other amenities overseen by GRF.

- 2.1** All MEMBER/OWNERS (M/O) are solely responsible for the actions of any VISITOR, RENTER/LESSEE (R/L), CAREGIVER OR CONTRACTOR who has entered Leisure World Seal Beach (LWSB) under their authorization, as well as any persons who have entered LWSB through their R/L's authorization. Therefore, the M/O is responsible for any fines and penalties associated with their unit that are imposed by GRF.
- 2.2** GRF is not liable for damaged, lost or stolen property associated with the use of vehicles on GRF TRUST PROPERTY.
- 2.3** GRF vehicles are exempted from these policies when appropriate, such as maintenance or security vehicles assisting first responders or providing emergency services to a unit or GRF TRUST PROPERTY.
- 2.4** Documentation
  - 2.4.1** No MOTOR VEHICLE (including GOLF CARTS) may be parked on TRUST PROPERTY without a GRF decal on its windshield or GRF entry pass visibly displayed. In the case of COMMERCIAL VEHICLES or RVs without a windshield or dashboard, a GRF pass can be secured to the vehicle or the trailer.
  - 2.4.2** Any motor without proof of required current valid State registration may not be parked on TRUST PROPERTY at any time.
- 2.5** Requirements
  - 2.5.1** All persons parking IN LEISURE WORLD SEAL BEACH must observe California Vehicle Code Chapter 10.12 regarding time limits associated with the painted curbs and parking limitations listed in this document.
  - 2.5.2** Curb or Parking space – Vehicles may park in a designated parking space or along a curb or sidewalk, unless otherwise provided herein.
  - 2.5.3** Parking on all Trust Streets (streets having names) shall be in the direction of the flow of traffic in all cases of parallel parking.

(Jan 23)

**GOLDEN RAIN FOUNDATION Seal Beach, California**



## **SECURITY**

### **Parking – Rules**

- 2.5.4** Vehicles on a two-way travel roadway must be parked with the passenger side wheels within 18 (eighteen) inches of the curb or sidewalk.
- 2.5.5** Vehicles must be parked completely within the marked boundaries of a parking space, except for commercial or recreational vehicles more than 20 feet in length.
- 2.5.6** No MOTOR VEHICLE may be parked with any portion of the vehicle on a sidewalk.
- 2.5.7** At no time may a motor vehicle be parked with any portion of the vehicle on the grass.
- 2.5.8** Vehicles may be parked for no more than 72 (seventy-two) hours in one location.
- 2.5.9** At no time may a vehicle be parked in a manner that creates a traffic hazard, interferes with other vehicle access, PEDESTRIAN traffic, or access to facilities or equipment.
- 2.5.10** MOTOR VEHICLES shall not park in GOLF CART- or LSV-designated spaces.
- 2.5.11** Pods, moving trailers or similar portable storage units are permitted on TRUST PROPERTY for up to 72 (seventy-two) hours with prior authorization.
- 2.5.12** Trailers not hitched to a vehicle are not permitted to be parked on TRUST PROPERTY except as noted in 5.4.

### **3. PARKING ZONES**

- 3.1.** Red Zone: Vehicles in violation are subject to immediate tow at the VEHICLE owner's expense.
  - 3.1.1.** Fire Hydrant: No person shall park within fifteen (15) feet of a fire hydrant even if the curb is unpainted.
  - 3.1.2.** Fire Lanes: A vehicle may not be left unattended at any time.
  - 3.1.3.** Bus Stops: No person shall park or leave standing any vehicle within thirty (30) feet on bus-stop side of the street to provide for loading and unloading of buses unless otherwise marked.
- 3.2.** Blue Zone (Handicapped): Vehicles must display a valid, government-issued disabled (handicapped) license plate or placard.
- 3.3.** Green Zone: Parking may not exceed twenty (20) minutes.  
EXCEPTION:  
Unlimited time parking in a Green Zone is permitted only when the vehicle is displaying a valid government-issued disabled license plate or placard.
- 3.4.** White Zone: Immediate passenger loading and unloading only.
- 3.5.** Yellow Zone: Vehicle loading and unloading only not to exceed 20 (twenty) minutes.





## **SECURITY**

### **Parking – Rules**

- 3.6. Unpainted: Parking is permitted up to 72 (seventy-two) hours, unless otherwise restricted.

## **4. SPECIFIC VEHICLE TYPES**

### **4.1. Commercial Vehicles**

- 4.1.1. Contractor vehicles must comply with all traffic and parking rules and regulations inside the community and must not obstruct or park on sidewalks or walkways.
- 4.1.2. Contractor and service vehicles, including personal vehicles driven by EMPLOYEES or COMMERCIAL WORKERS, shall not be parked overnight on TRUST PROPERTY (including named TRUST STREETS) without a permit.

### **4.2. Golf Carts and LSVs**

- 4.2.1. GOLF CARTS AND LSVs may be parked in parking spaces or along curbs designated for GOLF CARTS or MOTOR VEHICLES.
- 4.2.2. GOLF CARTS AND LSVs may not be parked in any manner interfering with foot or vehicle traffic.
- 4.2.3. GOLF CARTS AND LSVs are prohibited from parking on a sidewalk.

### **4.3. Bicycles and Electric Bicycles**

- 4.3.1. BICYCLES or ELECTRIC BICYCLES must be parked utilizing bicycle racks where provided.
- 4.3.2. BICYCLES or ELECTRIC BICYCLES may not be parked in any manner interfering with foot or vehicle traffic.
- 4.3.3. Attended BICYCLES or ELECTRIC BICYCLES may be parked off pavement, but only in such a manner as not to damage landscaping.
- 4.3.4. BICYCLES or ELECTRIC BICYCLES are prohibited from parking on a sidewalk.
- 4.3.5. Overnight parking of bicycles on TRUST PROPERTY is not permitted.

### **4.4. Mobility Scooters**

- 4.4.1. MOBILITY SCOOTERS may be parked in parking spaces designated as intended for "SCOOTERS" or "GOLF CARTS."
- 4.4.2. MOBILITY SCOOTERS may not be parked in any manner interfering with foot or vehicle traffic.
- 4.4.3. MOBILITY SCOOTERS are prohibited from parking on a sidewalk.



## **SECURITY**

### **Parking – Rules**

- 4.5. RECREATIONAL VEHICLES (RV) or VEHICLE USED FOR RECREATION (VUFR)**
  - 4.5.1.** The RV or VUFR parked on TRUST PROPERTY MUST display a GRF-issued decal or an entry pass.
  - 4.5.2.** The RV or VUFR cannot be parked for more than 72 (seventy-two) hours on trust streets.
  - 4.5.3.** Other activities, such as vehicle maintenance, sleeping, cooking or resting in the RV or VUFR, are not allowed.
  - 4.5.4.** The RV or VUFR must be parked with engine and accessory equipment (e.g., exterior lights, air conditioner, audio and video equipment) shut off. The generator may be used while loading or unloading the vehicle and ONLY between the hours of 8:00 a.m. and 8:00 p.m. when parked on trust streets
  - 4.5.5.** The extensions such as slide-outs, tilt-outs, and awnings must remain closed. Steps must not block the sidewalk.
  - 4.5.6.** The RV or VUFR shall not be attached to any external power or water supply.
  - 4.5.7.** Leveling jacks, if used, must include a base plate sufficient to prevent damage to pavement.
  - 4.5.8.** No animals or children shall be left unattended on or within any RV or VUFR at any time.

## **5. TRUST PROPERTY PARKING AREAS**

- 5.1. Clubhouse One**  
There is no parking between 11 p.m. and 7 a.m. in the following Clubhouse One parking areas:
  - 5.1.1.** The lot near the woodshop.
  - 5.1.2.** The spaces on the west side of the clubhouse (Burning Tree).
  - 5.1.3.** The lot across from the clubhouse next to the golf course, except for Employee vehicles during their work shift and authorized GRF contractor vehicles.
- 5.2. Clubhouse Two**
  - 5.2.1.** Parking in the lot next to the car wash is prohibited between 11:00 p.m. and 7:00 a.m.
  - 5.2.2.** Parking is prohibited between 11:00 p.m. and 7:00 a.m. in the spaces on the east side of the clubhouse (El Dorado).
  - 5.2.3.** Parking is permitted up to 72 (seventy-two) hours in the lot between the clubhouse and the RV lot if the vehicle displays an official GRF decal or an unexpired short-term entry pass issued by the Security Department.



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#### **5.3. Clubhouses Three and Four**

**5.3.1.** Overnight parking is prohibited with the exception of those vehicles permitted by the Security Department, i.e., GRF busses, Radio Club Emergency Van, Innovative Cleaning Services Vehicles.

**5.3.2.** Participants in a sanctioned overnight bus tours may park their vehicles in Clubhouse Three parking lot for up to seventy-two (72) hours. An authorized permit must be displayed on dash.

**5.3.3.** RVs and VUFRs may be permitted to park in the extended lot (where the GRF busses are stationed) for up to fourteen (14) days as noted in 5.4.1.

#### **5.4. Designated Temporary RV Parking Area**

##### **5.4.1. Designated Temporary RV – VUFR Parking**

The Three (3) approved locations within the Clubhouse Four (4) parking lot are for temporary RV and VUFR use, subject to the terms and conditions noted in this policy.

Available permit parking is limited. Spaces are allotted on a “first-come-first-served” basis.

Exception:

The Radio Club Yellow Emergency Van  
Innovative Cleaning Service Vehicles

##### **5.4.2. Identification**

All RVs and VUFRs must be registered with the Recreation Department and display the Parking Permit in order to park in the noted locations. If the RV and VUFR does not have a windshield, the identification must be placed on the king pin of a fifth wheel or the tongue of a trailer.

##### **5.4.3. RVs and VUFRs**

**5.4.3.1.** Shareholders/Members and Guests may park an RV or VUFR temporarily in the noted locations for the purpose of loading and unloading and preparing the vehicle for travel or storage subject to these Rules and Regulations.

**5.4.3.2.** Notification – Shareholders/Members and Guests must notify Security Department immediately when entering the community with their RV and VUFR. This notification is required in order to park temporarily for a term as follows:

##### **5.4.3.3. Maximum Consecutive Nights**

Shareholders/Members may park one (1) RV (and boat or trailer) or VUFR at a time temporarily in the approved location within Clubhouse Four (4) parking lot for a maximum of fourteen (14) days at a charge. An additional third week

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may be approved at an additional fee (see rate card)\*. A second term will be allowed within twelve calendar months provided that the RV or VUFR has been out of the community for no less than one hundred eighty (180) days. Guests may park one (1) RV (and boat or trailer) or VUFR at a time temporarily in the approved location within Clubhouse Four (4) parking lot for a maximum of fourteen (14) days at a charge. An additional third week may be approved at an additional fee (see rate card)\*. Vehicle must be removed at the expiration of approved stay. **Failure to comply will result in immediate towing of the vehicle at the owner's expense and/or withholding of security deposit.**

- 5.4.3.4.** In the event of an unexpected medical and or mechanical emergency, the Security Chief, Deputy Security Chief, or the Executive Director may grant a limited extension not to exceed seventy-two (72) hours.

**EXCEPTION:**

Watch commander or Deputy Chief may grant extension until return of the Security Chief or Executive Director.

- 5.4.3.5.** The Security Chief must take a monthly report of all permitted vehicles to the Security Bus and Traffic Committee (SBT).

**5.4.4. Use of an RV or VUFR**

- 5.4.4.1.** Shareholder/Members and Guests may not live in a RV or VUFR parked in the community lots. This includes sleeping, cooking or any other activities not associated with preparation of the vehicle for travel or storage. No barbeques or exterior cooking is permitted.

- 5.4.4.2.** No animal or child shall be left alone in a vehicle at any time.

**5.4.5. Safety Requirements –** All sections of the California Vehicle Code that are applicable to RVs and VUFRs shall be adhered to while parked in the community.

**5.4.6. Parking Charges for RV or VUFR (see rate card)\*.**

- 5.4.6.1.** Shareholder/Members and or/guests will be charged a fee and requested to submit a security deposit (see rate card)\*.

- 5.4.6.2.** Payment and security deposit will be collected by the Recreation Department at the time the Parking Permit is issued.

- 5.4.6.3.** A second term will be allowed within twelve calendar months provided that the RV or VUFR has been out of the community for no less than one hundred eighty (180) days.

**5.5. Building Five, Clubhouse Six, Healthcare Center, Administration and Alley**

- 5.5.1.** No overnight parking is permitted, except for GRF Security Vehicles, CARE ambulances, Leisure World Pharmacy delivery vehicles; two (2) healthcare vehicles; the vehicle used by the 24-Hour Nurse; the HCC Golf Cart, GRF vehicles and contractor vehicles as authorized by GRF.

- 5.5.2.** Parking spaces in the Health Care Center parking lot, unless otherwise marked, will be for AUTHORIZED RESIDENTS and VISITORS of



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- Leisure World Seal Beach during business hours.
- 5.5.3.** No RVs are allowed to park overnight in any space near building five, Clubhouse Six, the healthcare center, the administration building and the alley.

#### **5.6. Amphitheater**

- 5.6.1.** Only employees of GRF or the Healthcare Center (HCC) may park in designated employee parking from 7 a.m. to 6 p.m. Monday to Friday.
- 5.6.2.** AUTHORIZED RESIDENTS may only park in spaces marked for "Staff" or "HCC" from 6 p.m. until 11 p.m. Monday through Friday, and from 7 a.m. until 11 p.m. Saturday and Sunday.
- 5.6.3.** No overnight parking is allowed.
- 5.6.4.** Visitors are only allowed to park in the Amphitheater parking lot during GRF-sponsored special events.
- 5.6.5.** The parking space designated for the HCC 24-Hour Nurse may never be used by anyone else except that employee and the HCC Golf Cart.

## **6. SPECIAL CIRCUMSTANCES**

- 6.1.** No animal or child is allowed to be left alone in any parked vehicle on TRUST PROPERTY. Animal Control or Seal Beach Police, respectively, will be called immediately.
- 6.2.** "For Sale" signage shall not be displayed on any vehicle on TRUST PROPERTY.
- 6.3.** Vehicles may not be repaired and/or major service may not be performed, and fluids may not be changed on any TRUST PROPERTY.
- 6.4.** All Vehicles may be washed at the car and RV washing areas behind Clubhouse Two. The vehicle must be owned by the AUTHORIZED RESIDENT and must display a GRF-issued decal.
- 6.5.** Non-RESIDENTS shall not be permitted to wash their vehicles anywhere on TRUST PROPERTY.

## **7. TOWING**

The Security Department has been authorized by the GRF Board of Directors to enforce the traffic rules of this community in compliance with California Vehicle Code Section 22658, which may result in the towing of a vehicle at the vehicle owner's expense.

- 7.1. MOTOR VEHICLES Subject to Immediate Towing at the VEHICLE Owner's Expense:**
- 7.1.1.** Those in red zones designating fire lanes or fire hydrants;
- 7.1.2.** Those parked in any no-parking zone;
- 7.1.3.** Those parked in handicapped spaces without a proper government-



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- issued placard or state-issued disabled license plates;
- 7.1.4.** Those in properly posted construction zones;
- 7.1.5.** Those blocking entrances, exits and crosswalks, or preventing access to or operation of another motor vehicle.
- 7.1.6.** Those leaking gasoline, oil or any other hazardous fluids; and
- 7.1.7.** Those parked in the space designated for the HCC 24-Hour Nurse.
- 7.1.8.** Any PROHIBITED VEHICLE:
  - 7.1.8.1.** Boats or unattached trailers;
  - 7.1.8.2.** Inoperable vehicles;
  - 7.1.8.3.** Unlicensed and/or off-road vehicles (except golf carts);
  - 7.1.8.4.** Vehicles lacking current state registration;
  - 7.1.8.5.** Aircraft.

### **7.2. OTHER PARKING VIOLATIONS SUBJECT TO TOWING**

Any vehicle issued a Community Rules Violation notice shall be subject to towing 72 hours after the citation has been posted.

- 7.2.1.** Any RV or VUFR that has exceeded its fourteen (14) day permit shall be towed at the owner's expense unless an additional third week has been approved at a charge (see rate card)\*.

### **Document History**

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