

A G E N D A

FINANCE COMMITTEE

REGULAR MEETING
TUESDAY, JULY 24, 2018, AT 9:00 AM
BOARD ROOM – GATEWAY COMPLEX

1. MEETING CALLED TO ORDER: David H. Smith, Chairman
2. ROLL CALL: Smith, Dorband, Autrey, Neff, Rosenzweig, Temple, and Yearout
3. APPROVAL OF REPORT OF JUNE 26, 2018 (Attachment)
4. ELECTION OF VICE CHAIRMAN
5. RESIDENTS' FORUM
6. CHAIRMAN'S REPORT – ANNOUNCEMENTS
7. STAFF REPORTS
 - a. CEO – General Comments
 - b. CFO – Monthly GRF Financials (copy in GRF Board Office Finance Committee mailbox)
 - c. Director of Mutual and Trust Operations – Trust Facilities and Property Maintenance, Projects, and Machinery/Equipment Acquisition Reports (Attachments)
8. UNFINISHED BUSINESS
9. NEW BUSINESS
 - a. Discussion of December 31, 2018, Operating Cash Forecast (Attachment)
10. ADJOURNMENT
11. NEXT REGULAR MEETING: Tuesday, August 28, 2018, at 9:00 a.m. in the Board Room at Gateway Complex.

cc: GRF Board

FINANCE COMMITTEE REPORT

REGULAR MEETING
TUESDAY, JUNE 26, 2018, AT 9:00 A.M.

A regular meeting of the Finance Committee was convened by David H. Smith, Chairman, at 9:00 a.m. on Tuesday, June 26, 2018, in the Board Room at Gateway Complex.

Present, in addition to the Chairman, were F. William Dorband, Vice Chairman, Jean A. Autrey, Mary K. Neff, Paul Rosenzweig, Della C. Temple, and Gery Yearout. Also attending were Robert D. Kelso, President, Leslie Birdsall, Vice President, Geraldine Pyle, Secretary, and Kenneth Anderson, Barbara Coenen, and Stephen D. Roath, Directors, GRF; Timothy O'Keefe, CEO; Richard S. Chakoff, CFO; Timothy O'Keefe, CEO; Jeffrey P. Matheson, Director of Resident Services; Dennis Bell, Public Safety Manager; Amanda Davis, Senior Accountant; Deborah Rose, Senior Administrative Assistant, Executive Services; and two residents. Attendance

The report of the Committee's regular meeting of May 29, 2018, was approved as written. Report Approved

Mr. O'Keefe provided an update regarding the electric vehicle chargers, which are currently being installed at Gateway Complex will be completed in a few weeks. These will be followed by installations at the Event Center and at the Fitness Center, which will arrive a few week weeks after that. He went on to provide a brief history regarding a previously unapproved Board recommendation for the installation of new recycling trash bins and provided an update that the Activities Council partnered with GRF and donated \$6,000, which will provide three new recycling bins at the Gateway Complex. Staff Reports

Mr. Chakoff introduced Amanda Davis, Senior Accountant, to the Committee as they will be working closely together on the budget preparation. Mr. Chakoff went on and reviewed the GRF Statement of Operations for May and answered questions from Committee members.

Mr. Matheson then reviewed the May Trust Facilities and Property Maintenance Report, the Capital Projects Budget and Expenditure Report, and the Machinery & Equipment Budget and Expenditure Report. Discussion followed.

Mr. Chakoff reviewed agenda item 8a, which asks the Committee to review the 2019 budget development calendar for recommendation to the GRF Board.

A motion was made by Ms. Neff, seconded by Mr. Dorband, and CARRIED UNANIMOUSLY to recommend to the GRF Board to accept the proposed 2019 budget development calendar.

Recom-
mendation
to GRF
Board re.
2019 Budget
Development
Calendar/
Recom-
mendation
to GRF

Mr. Chakoff then went on and reviewed agenda pages 8b-1 through 8b-4, which asks the Committee to review the 2019 budget operations budget principles for recommendation to the GRF Board. Discussion followed.

A motion was made by Ms. Neff, seconded by Mr. Rosenzweig, and

CARRIED UNANIMOUSLY to recommend to the GRF Board that the budget principles as presented be adopted, with the substitution of the word “may” for “shall” in item 18.

Board re. 2019 Budget Principles

Mr. Matheson then reviewed agenda item 8c-1 of the agenda, which asks the Committee to review the rate structure for EV charging stations for recommendation to the GRF Board. Discussion followed.

Recommendation to GRF Board

A motion was made by Mr. Dorband, seconded by Ms. Yearout, and CARRIED, with Mr. Rosenzweig voting no, to recommend to the Board that the recommendation made by staff for the fee structure for the meters be adopted.

re. Fee Structure for EV Chargers

Mr. Bell reviewed agenda item 8d of the agenda packet, which asks the Committee to advise the Board if there are sufficient funds in the Trust Estate Fund to approve an expenditure in the amount of \$15,850 to replace two barcode readers with radio frequency identification readers. Discussion followed.

Recommendation to GRF Board

A motion was made by Ms. Autrey, seconded by Ms. Neff, and CARRIED UNANIMOUSLY to recommend to the Board that there are sufficient funds in the Trust Estate Fund to approve an expenditure in the amount of \$15,850 to replace two barcode readers with radio frequency identification readers.

re. Funds for Replacement of Two Barcode Readers with RFID Readers

Mr. Matheson reviewed agenda item 8e of the agenda packet, which asks the Committee to advise the Board if there are sufficient funds in the Trust Estate Fund to approve an expenditure in the amount of \$222,177 for a creek repair design. Discussion followed.

Recommendation to GRF Board

A motion was made by Ms. Neff, seconded by Ms. Autrey, and CARRIED UNANIMOUSLY to recommend to the Board there are sufficient funds in the Trust Estate Fund to approve an expenditure in the amount of \$222,177 for a creek repair design.

re. Funds for Creek Repair

There being no further business to come before the Committee, the meeting was adjourned at 10:14 a.m.

Adjournment

The next regular meeting of the Finance Committee will be held on Tuesday, July 24, 2018, at 9:00 a.m. in the Board Room at Gateway Complex.

Next Mtg. 7/24/18

David H. Smith, Chairman
Finance Committee

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**CAPITAL PROJECTS
BUDGET AND EXPENDITURE REPORT**
Reporting Period JUNE 2018

Project	Approved Budget	Reporting Period Expenditures	Incurred To-Date	Forecast To-Complete	Est. Final Expenditure	Under/(Over) Budget
Del Valle Renovation Project	9,705,085	40,983	9,743,697	0	9,743,697	(38,612)
Valley-Wide Paving	460,000	13,073	360,338	99,662	460,000	0
Drop Creek Structure Construction	950,000	600	830,692	9,808	840,500	109,500
Del Valle Pools Project	520,000	9,996	533,736	0	533,736	(13,736)
Creek Restoration Design & Project Management	222,177			222,177	222,177	0
Repave MOD Parking Lot	211,500			211,500	211,500	0
Water Reclamation Facility Study	150,000			150,000	150,000	0
Hillside Clubhouse Improvements	130,000	25,100	46,455	83,545	130,000	0
Corp Yard Fire & Domestic Water Lines Replacement	120,000			120,000	120,000	0
Vehicular and Pedestrian Safety Improvements	115,899			115,899	115,899	0
Hillside Overhead Piping Project	90,000		83,637	(0)	83,637	6,363
Rossmoor Gardens Restroom	88,000		4,371	83,629	88,000	0
Gateway Workshops Renovation Design	83,000	7,000	7,000	76,000	83,000	0
Dollar Clubhouse Accessibility Improvements	80,000	2,767	2,767	77,233	80,000	0
Storm Water Filtration System	70,000			70,000	70,000	0
Rossmoor & Cactus Gardens Fencing Replacement	65,000			65,000	65,000	0
Dollar Ranch Ninth Green Reconstruction	60,000			60,000	60,000	0
Electric Charging Stations	55,000		34,500	20,500	55,000	0
Landscape Median Renovation	25,000		9,175	15,825	25,000	0
Sportsman's Park Pergola	18,000	1,000	1,000	17,000	18,000	0
MOD Conference Room Remodel	16,500	2,321	14,742	1,758	16,500	0
TOTAL	13,235,161	102,839	11,672,111	1,499,535	13,171,646	63,515

**MACHINERY & EQUIPMENT
BUDGET AND EXPENDITURE REPORT**
Reporting Period: JUNE 2018

Project	Approved Budget	Incurred To-Date	Forecast To-Complete	Est. Final Expenditure	Under/(Over) Budget
MOD Vehicles (9)	308,000	166,221	141,779	308,000	0
On Demand Transit Service Software	131,200		131,200	131,200	0
Backup Generators-Business Resumption	93,000		93,000	93,000	0
Mowers (2)	77,000	71,701	5,299	77,000	0
GRF Vehicles	63,500	58,803	4,697	63,500	0
Nimble Data Storage System-Business Resumption	58,600	58,491	(0)	58,491	109
Rossmoor Website Redesign	49,000	19,600	29,400	49,000	0
Sprayer	45,000	43,295	0	43,295	1,705
NewTek TriCaster Streaming System	45,000	45,000	0	45,000	0
Windscreens Replacement Buckeye Tennis	30,000	8,651	21,349	30,000	0
Tractor	30,000	26,934	(0)	26,934	3,066
Heater Replacement Hillside Clubhouse Pool	28,000		28,000	28,000	0
Barracuda Cloud Backup System	20,000	16,933	0	16,933	3,067
RFID Readers	15,850		15,850	15,850	0
Radio Repeaters (2)	13,000	12,390	610	13,000	0
Backup Network Server-Business Resumption	11,100	11,587	0	11,587	(487)
Phone System Controller-Business Resumption	10,350	9,283	(0)	9,283	1,067
Battery Backup Gateway-Business Resumption	9,000	701	8,299	9,000	0
Flat Screen TV Replacement Event Center	8,000	7,358	0	7,358	642
Scrubber for Hillside Clubhouse	7,900	7,490	(0)	7,490	410
Heater Replacement Dollar Clubhouse Pool	7,000		7,000	7,000	0
Sod Cutter	5,500	5,430	0	5,430	70
TOTAL	1,066,000	569,869	486,482	1,056,351	9,649

Golden Rain Foundation
Operating Cash Forecast
Prepared as of June 30, 2018

Cash balance 6/30/2018	1,676,000	
Remaining 2018 operating budget	(237,000)	Note 1
Amortization of prepaid expenses	364,000	Note 2
Forecasted surplus July through December 2017	110,000	Note 3
Prepaid golf cards	100,000	Note 4
Total cash forecasted at 12/31/18	2,013,000	

Notes:

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|-----|--|-----------|
| (1) | Total year budgeted operating revenue minus expenses | - |
| | Less: YTD budget at 06/30/2018 | 237,000 |
| | Budget Aug - Dec | (237,000) |
- (2) Certain expenses, including insurance and pension are prepaid during the year and the expense is recognized through the entire year. Since the cash has already been expended, there is no ongoing cash effect.
- (3) Forecast is based on YTD June 2018 results
- (4) A significant number of golf cards for unlimited play beginning in January are purchased in December. The revenue is deferred until January.