

FINANCE COMMITTEE REPORT

REGULAR MEETING

TUESDAY, JANUARY 29, 2019, AT 9:00 A.M.

A regular meeting of the Finance Committee was convened by F. William Dorband, Chairman, at 9:00 a.m. on Tuesday, January 29, 2019, in the Board Room at Gateway Complex.

Present, in addition to the Chairman, were Jean A. Autrey, Vice Chair, Paul J. Moderacki, Paul Rosenzweig, Della C. Temple, and Gery Yearout. Mary K. Neff was excused. Also attending were Robert D. Kelso, President, Geraldine Pyle, Secretary, and Sue Adams, Kenneth Anderson, Barbara Coenen, and Carl W. Brown, Directors, GRF; Timothy O'Keefe, CEO; Richard S. Chakoff, CFO; Paul J. Donner, Director, Mutual and Trust Operations; 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.

The report of the Committee's regular meeting of December 4, 2018, was approved as written. Report Approved

There were no Resident Forum speakers. Residents' Forum/

The Chairman announced that Committee member Della Temple has resigned from the Committee. On behalf of the Committee, he thanked Ms. Temple for all her efforts and her due diligence. Ms. Temple in turn thanked the Committee and said that she will miss everyone. D. Temple Resigned

Mr. O'Keefe provided an update regarding the solar project, which still has not been permitted as it is under review by the Fire Department. He went on to say that a number of RV's have been moved back into the parking lot due to vandalism and the lot completion is estimated for late April. He then reported that there was a fire early this morning, a unit under construction; and Mr. Donner provided an update that the fire was minor and taken care of by a Securitas staff member who kicked the door of the unit in and extinguished the fire. Mr. O'Keefe then reminded the Committee that the Capital Project List was split up into two sections, the first section was covered last month, and the second section will be covered in February along with estimate updates for the Water Reclamation Project, creek repair, and the Capital Needs Analysis. Messrs. O'Keefe and Matheson answered questions from Committee members. Staff Reports

Mr. Chakoff reviewed the preliminary GRF Statement of Operations for December and answered questions from Committee members.

Mr. Chakoff then reviewed the preliminary MOD financial statements for December and Messrs. Chakoff and Donner answered questions from Committee members.

Mr. Donner reviewed the December Trust Facilities and Property Maintenance Report, the Capital Projects Budget and Expenditure Report, and the Machinery &

Equipment Budget and Expenditure Report. Messrs. Chakoff and Donner answered questions from Committee members.

The Chairman reviewed agenda item 7b, consider recommending that the Board approve and authorize the CEO to execute a contract with the firm Ellen Lopez & Associates Inc. in an amount not to exceed \$40,000, which includes a \$5,000 contingency fund, to update the Foundation's Emergency Operations Plan for wildfire, disaster, and evacuation planning, to be paid from the operating budget, but the project was not funded during the 2019 budget process. Mr. O'Keefe provided an overview of this item. Messrs. Bell and Chakoff answered questions from the Committee members and a lengthy discussion followed.

Emergency
Operations
Plan

A motion made by Ms. Yearout and seconded by Mr. Rosenzweig to recommend to the Board that there are sufficient funds should the Board wish to proceed. After discussion the vote on the motion was taken, and the motion CARRIED, with Ms. Autrey abstaining.

Funds
Available for
Emergency
Operations
Plan

The Chairman then reviewed agenda item 7a, discuss increase in membership fee. The Chairman invited Ms. Adams to share her perspective as a Real Estate agent for Rossmoor on increasing the Membership Transfer Fee. Mr. O'Keefe then provided an overview of the Membership Transfer Fee Task Force. A lengthy discussion followed.

Increase in
Membership
Transfer Fee

The Committee then discussed a number of factors that need to be considered in determining the level of Membership Transfer Fee to be recommended to the Board. The Chairman announced that the Committee would vote on a recommendation to the Board at its next meeting on February 26.

There being no further business to come before the Committee, the meeting was adjourned at 10:41 a.m.

Adjourn-
ment

The next regular meeting of the Finance Committee will be held on Tuesday, February 26, 2019, at 9:00 a.m. in the Board Room at Gateway Complex.

Next Mtg.
2/26/19



F. William Dorband, Chairman
Finance Committee