



REGULAR MEETING OF THE FINANCE COMMITTEE

**Wednesday, October 23, 2019 – 1:30 p.m.
Laguna Woods Village Community Center Board Room
24351 El Toro Road**

AGENDA

1. Call to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of Meeting Report for August 21, 2019
5. Chair Remarks
6. Member Comments (Items Not on the Agenda)
7. Department Head Update

Reports

8. Preliminary Financial Statements dated September 30, 2019
 - a. Q3 Projections

Items for Discussion and Consideration

9. 2020 Fee Update – Additional Occupant Fee
10. 2020 Fee Update – Chargeable Services Late Fee
11. Revisions to GRF Investment Policy
12. Endorsements from Standing Committees
 - a. 2020 Fee Policy Update – Recreation Pricing Policies

Items for Future Agendas

Review GRF Finance Committee Charter
Review Investment Task Force Charter
Collection Policy for Broadband Advertising
Cost Analysis for Events – Break Even Point

Concluding Business:

13. Committee Member Comments
14. Date of Next Meeting – December 18, 2019 at 1:30 p.m.

Diane Phelps, Chair
Betty Parker, Staff Officer
Telephone: 949-597-4201



FINANCE COMMITTEE MEETING
REPORT OF THE REGULAR OPEN SESSION

Wednesday, August 21, 2019 – 1:30 p.m.
Laguna Woods Village Community Center Board Room, 24351 El Toro Road

MEMBERS PRESENT: Diane Phelps, Chair; Beth Perak, Pat English, Rosemarie diLorenzo, Jon Pearlstone, Juanita Skillman, Carl Randazzo, Alfred Amado; Advisor: Shaun Tumpane

MEMBERS ABSENT: Gary Morrison, Advisor: Greg Corigliano

STAFF PRESENT: Betty Parker, Steve Hormuth, Kurt Wiemann, Brian Gruner, Chris Laugenour, Christopher Swanson

OTHERS: GRF – Annette Soule, Dick Palmer, Joan Milliman, Jim Matson
UNITED – Manuel Armendariz
VMS – Dick Rader

Call to Order

Director Phelps chaired the meeting and called it to order at 1:31 p.m.

Approval of Meeting Agenda

A motion was made and carried unanimously to approve the agenda as presented.

Approval of the Regular Meeting Report of June 19, 2019

A motion was made and carried unanimously to approve the report as written.

Chair Remarks

None.

Member Comments (Items Not on the Agenda)

Gary Empfield (3148-C) inquired about equestrian center pricing policies and was referred to the Community Activities Committee.

Lloyd Silverman (5144) commented on user fees and the benefits of facility usage.

Director Palmer commented on the tennis facility improvements.

Director Matson commented on scheduling tours during the Maintenance and Construction committee meetings to survey project sights.

Department Head Update

Betty Parker, Chief Financial Officer, provided an overview of the 2020 budgets which will be placed on the September 3, 2019 board meeting agenda for approval. Additionally, the BlackRock second quarter investment portfolio review materials were distributed.

Review Preliminary Financial Statements dated July 31, 2019

The committee reviewed and commented on the financial statements dated July 31, 2019 and questions were addressed with additional information requested for the following: legal fees variance, community event break-even analysis.

Overview of 2020 Allocations Process

Ms. Parker provided a handout and discussed the process for inter-department allocations, as requested during the business planning meetings, focusing on how the costs are eventually apportioned to GRF, United Mutual, and Third Mutual.

Director Armendariz requested additional information to show the net-zero impact of inter-departmental allocations.

Shared Cost Task Force Update

Director Phelps provided an update on the activities of the Alternative Revenue and Shared Cost Task Force meetings. The task force is currently in the process of gathering and prioritizing ideas and delegating assignments for further review.

Survey of Aliso Creek Boundaries

The committee reviewed a staff report to survey the boundaries of Aliso Creek area. Kurt Weimann, Sr. Field Services Manager, responded to comments and questions, indicating a total project cost of \$11,600 to be shared equally by GRF and United Mutual.

A motion was made, seconded, and carried by a vote of 5-1 (Pearlstone against), to recommend an unbudgeted operating expense of \$5,800 to utilize the services of a professional surveyor to map and mark the boundary limits around the Aliso Creek area.

Director Skillman requested that this item be presented at the United Finance Committee meeting on September 24, 2019 for their share of the cost.

Clubhouse Two Annex Open Space

The committee reviewed a staff report on allowing the open space located at Clubhouse 1 to be utilized as a rentable space. Brian Gruner, Recreation and Special Events Director, addressed comments and questions.

A motion was made and carried unanimously to recommend approval of the Open Space at Clubhouse Two as a reservable location. Approval is contingent upon additional review by staff ensuring no additional liabilities will be associated with allowing reservations at this location and

that the potential increase in facility usage does not conflict with current City of Laguna Woods parking ordinances.

Saddleback Emeritus Institute Parking Fee

The committee reviewed a staff report recommending an increase in parking fees associated with the Saddleback Emeritus Institute. Brian Gruner, Recreation and Special Events Director, addressed comments and questions.

A motion was made and carried unanimously to recommend an increase in parking fees for the fall and spring semesters from \$30 to \$50, and the summer semester from \$10 to \$30, effective for the 2020 calendar year.

Committee Member Comments

None.

Date of Next Meeting

Wednesday, October 23, 2019 at 1:30 p.m.

Adjournment

The meeting recessed to closed session at 3:30 p.m.



Diane Phelps, Chair

Golden Rain Foundation of Laguna Woods
Statement of Revenues & Expenses - Preliminary
9/30/2019
(\$ IN THOUSANDS)

		CURRENT MONTH			YEAR TO DATE			PRIOR YEAR	ANNUAL
		ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET
Revenues:									
Assessments:									
1	Operating	\$2,341	\$2,341		\$21,071	\$21,071		\$20,468	\$28,094
2	Additions to restricted funds	242	242		2,178	2,178		2,292	2,904
3	Total assessments	<u>2,583</u>	<u>2,583</u>		<u>23,249</u>	<u>23,249</u>		<u>22,761</u>	<u>30,998</u>
Non-assessment revenues:									
4	Trust facilities fees	353	345	7	2,960	3,106	(146)	2,820	4,141
5	Golf green fees	110	135	(25)	1,037	1,213	(176)	1,122	1,618
6	Golf operations	20	25	(5)	177	228	(51)	224	304
7	Merchandise sales	32	24	8	221	215	6	230	287
8	Clubhouse rentals and event fees	104	77	27	563	740	(177)	648	1,007
9	Rentals	10	8	2	95	73	22	77	97
10	Broadband services	410	399	11	3,561	3,592	(32)	3,554	4,790
11	Interest income	42	16	27	414	140	274	380	186
12	Unrealized gain/(loss) on AFS investments	46		46	400		400		
13	Miscellaneous	92	100	(8)	887	899	(12)	850	1,190
14	Total non-assessment revenue	<u>1,220</u>	<u>1,129</u>	<u>91</u>	<u>10,314</u>	<u>10,206</u>	<u>108</u>	<u>9,906</u>	<u>13,620</u>
15	Total revenue	<u>3,803</u>	<u>3,712</u>	<u>91</u>	<u>33,563</u>	<u>33,455</u>	<u>108</u>	<u>32,667</u>	<u>44,618</u>
Expenses:									
16	Employee compensation and related	1,894	1,931	38	17,568	17,656	87	17,234	23,560
17	Materials and supplies	131	147	17	1,199	1,394	195	1,360	1,846
18	Cost of goods sold	20	16	(4)	138	145	7	147	193
19	Community Events	31	32		356	313	(43)	259	423
20	Utilities and telephone	221	200	(21)	1,763	1,748	(16)	1,822	2,247
21	Fuel and oil	49	37	(12)	401	330	(71)	381	440
22	Legal fees	54	31	(22)	500	283	(217)	562	378
23	Professional fees	4	56	52	486	517	30	524	706
24	Equipment rental	18	18		159	170	11	172	226
25	Outside services	142	158	15	1,348	1,277	(70)	1,301	1,692
26	Repairs and maintenance	65	116	51	435	730	296	550	931
27	Other Operating Expense	35	70	36	392	593	201	493	808
28	Income taxes		2	2	1	19	18	1	25
29	Property and sales tax	3	8	5	99	69	(30)	72	92
30	Insurance	102	110	8	949	994	45	941	1,325
31	Cable Programming/Copyright/Franchise	497	410	(87)	3,851	3,694	(156)	3,818	4,926
32	Investment expense		3	3	23	31	8	36	41
33	Net Allocation to Mutuals	(205)	(203)	1	(1,868)	(1,787)	82	(1,846)	(2,390)
34	Uncollectible Accounts		2	2	5	19	14	8	25
35	(Gain)/loss on sale or trade		(6)	(6)	4	(51)	(54)	144	(68)
36	Depreciation and amortization	369	369		3,388	3,388		3,694	3,388
37	Total expenses	<u>3,429</u>	<u>3,509</u>	<u>80</u>	<u>31,195</u>	<u>31,532</u>	<u>337</u>	<u>31,674</u>	<u>40,815</u>
38	Excess of revenues over expenses	<u>\$374</u>	<u>\$203</u>	<u>\$171</u>	<u>\$2,368</u>	<u>\$1,924</u>	<u>\$445</u>	<u>\$993</u>	<u>\$3,802</u>

Golden Rain Foundation of Laguna Woods
Operating Statement
9/30/2019
GOLDEN RAIN FOUNDATION

	Actual	YEAR TO DATE Budget	VAR\$ B/(W)	VAR% B/(W)	ANNUAL BUDGET
Revenues:					
Assessments:					
Operating					
41001000 - Monthly Assessments	\$21,071,330	\$21,071,330	\$0	0.00%	\$28,094,356
Total Operating	21,071,330	21,071,330	0	0.00%	28,094,356
Additions To Restricted Funds					
41001500 - Monthly Assessments - Contingency Fund	229,248	229,248	0	0.00%	305,664
41005000 - Monthly Assessments - Equipment Fund	1,948,608	1,948,608	0	0.00%	2,598,144
Total Additions To Restricted Funds	2,177,856	2,177,856	0	0.00%	2,903,808
Total Assessments	23,249,186	23,249,186	0	0.00%	30,998,164
Non-Assessment Revenues:					
Trust Facilities Fees					
41006500 - Trust Facilities Fees	2,960,000	3,106,017	(146,017)	(4.70%)	4,141,356
Total Trust Facilities Fees	2,960,000	3,106,017	(146,017)	(4.70%)	4,141,356
Golf Green Fees					
42001000 - Golf Green Fees - Residents	862,364	1,023,444	(161,080)	(15.74%)	1,364,600
42001500 - Golf Green Fees - Guests	175,136	189,828	(14,692)	(7.74%)	253,112
Total Golf Green Fees	1,037,500	1,213,272	(175,772)	(14.49%)	1,617,712
Golf Operations					
42002000 - Golf Driving Range Fees	55,869	80,244	(24,375)	(30.38%)	107,000
42003000 - Golf Cart Use Fees	108,977	126,864	(17,887)	(14.10%)	169,165
42004000 - Golf Lesson Fees	10,075	18,747	(8,672)	(46.26%)	25,000
42005000 - Golf Club Storage Fees	2,550	2,400	150	6.25%	2,400
42005500 - Golf Club Rental Fees	0	45	(45)	(100.00%)	65
Total Golf Operations	177,471	228,300	(50,829)	(22.26%)	303,630
Merchandise Sales					
41501000 - Merchandise Sales - Pro Shop	129,617	131,247	(1,630)	(1.24%)	175,000
41501500 - Merchandise Sales - Warehouse	18,612	0	18,612	0.00%	0
41502500 - Merchandise Sales - Fitness	796	1,143	(347)	(30.36%)	1,526
41503500 - Merchandise Sales - Broadband	22,956	18,747	4,209	22.45%	25,000
41505000 - Bar Sales	48,575	63,747	(15,172)	(23.80%)	85,000
Total Merchandise Sales	220,556	214,884	5,672	2.64%	286,526
Clubhouse Rentals and Event Fees					
42501000 - Clubhouse Room Rentals - Residents	347,874	403,650	(55,776)	(13.82%)	538,240
42501500 - Clubhouse Room Rentals - Exception Rate	12,305	66,033	(53,728)	(81.37%)	88,075
42502000 - Clubhouse Event Fees - Residents	195,785	262,654	(66,869)	(25.46%)	371,362
42502500 - Clubhouse Event Fees - Non Residents	656	0	656	0.00%	0
42503000 - Village Greens Room Rentals - Residents	4,967	5,031	(64)	(1.28%)	6,719
42503500 - Village Greens Room Rentals - Non Residents	1,070	2,205	(1,135)	(51.47%)	2,940
Total Clubhouse Rentals and Event Fees	562,656	739,573	(176,917)	(23.92%)	1,007,336
Rentals					
43001000 - Garden Plot Rental	35,448	38,997	(3,549)	(9.10%)	52,000
43001500 - Shade House Rental Space	360	0	360	0.00%	0
45006500 - Rental Fee	15,000	0	15,000	0.00%	0
48001500 - Lease Revenue	43,740	33,750	9,990	29.60%	45,000
Total Rentals	94,548	72,747	21,801	29.97%	97,000
Broadband Services					
45001000 - Ad Insertion	479,256	487,494	(8,238)	(1.69%)	650,000
45001500 - Premium Channel	278,230	374,994	(96,764)	(25.80%)	500,000
45002000 - Cable Service Call	88,828	112,500	(23,672)	(21.04%)	150,000
45002500 - Cable Commission	69,919	37,494	32,425	86.48%	50,000
45003000 - High Speed Internet	1,194,108	1,199,997	(5,889)	(0.49%)	1,600,000
45003500 - Equipment Rental	1,363,522	1,290,744	72,778	5.64%	1,721,000
45004000 - Video Production	32,030	41,247	(9,217)	(22.35%)	55,000
45004500 - Video Re-Production	2,064	1,872	192	10.26%	2,500
45005000 - Message Board	15,400	14,247	1,153	8.09%	19,000
45005500 - Advertising	37,495	31,869	5,626	17.65%	42,500

Golden Rain Foundation of Laguna Woods
Operating Statement
9/30/2019
GOLDEN RAIN FOUNDATION

	Actual	YEAR TO DATE Budget	VAR\$ B/(W)	VAR% B/(W)	ANNUAL BUDGET
Total Broadband Services	3,560,853	3,592,458	(31,605)	(0.88%)	4,790,000
Interest Income					
49001000 - Interest Income - Treasury Notes	77,654	26,686	50,969	191.00%	35,581
49001100 - Interest Income - Other Nondiscretionary	3,483	1,151	2,332	202.61%	1,534
49001500 - Interest Income - Treasury Notes - Discretionary	242,519	79,260	163,259	205.98%	105,680
49002000 - Interest Income - Money Market	3,942	550	3,392	616.98%	733
49002500 - Interest Income - Gnma Securities - Discretionary	76,584	26,832	49,753	185.42%	35,776
49003000 - TFFF Interest From Financing	9,377	5,068	4,309	85.02%	6,758
Total Interest Income	413,560	139,546	274,013	196.36%	186,062
Unrealized Gain/(Loss) On AFS Investments					
49008100 - Unrealized Gain/(Loss) On Available For Sale Investments	399,753	0	399,753	0.00%	0
Total Unrealized Gain/(Loss) On AFS Investments	399,753	0	399,753	0.00%	0
Miscellaneous					
43501000 - Horse Boarding Fee	45,277	67,500	(22,223)	(32.92%)	90,000
43501500 - Horse Feed Fee	20,450	26,397	(5,947)	(22.53%)	35,200
43502000 - Horse Trailer Parking Fee	480	360	120	33.33%	480
43502500 - Horse Lesson Fee - Resident	10,941	22,869	(11,928)	(52.16%)	30,500
44001000 - Fitness Fee - Guests	0	594	(594)	(100.00%)	800
44001500 - Pool Fee - Guests	(30)	4,500	(4,530)	(100.67%)	6,000
44002000 - Bridge Room Fee - Guests	42,690	50,004	(7,314)	(14.63%)	66,680
44002500 - Parking Fees - Non Residents	44,075	51,000	(6,925)	(13.58%)	60,000
44003000 - Class Fees	115,566	95,652	19,914	20.82%	126,990
44003500 - Locker Rental Fee	4,955	4,001	954	23.84%	5,034
44004500 - Clubhouse Labor Fee	29,760	30,717	(957)	(3.12%)	40,993
44005000 - Clubhouse Equipment Fee	625	0	625	0.00%	0
44005500 - Clubhouse Catering Fee	13,023	20,142	(7,119)	(35.34%)	26,880
44006000 - Tickets Sales - Residents	630	1,050	(420)	(40.00%)	1,050
44006500 - Sponsorship Income	36,467	16,260	20,207	124.27%	21,650
46001000 - RV Storage Fee	79,813	74,997	4,816	6.42%	100,000
46002000 - Traffic Violation	86,123	42,750	43,373	101.46%	57,000
46003500 - Security Standby Fee	3,146	144	3,002	2084.72%	200
46004000 - Estate Sale Fee	2,745	3,069	(324)	(10.56%)	4,100
44501000 - Additional Occupant Fee	148,679	187,497	(38,818)	(20.70%)	250,000
44503500 - Resale Processing Fee	5,772	11,250	(5,478)	(48.69%)	15,000
44504000 - Resident Id Card Fee	13,250	20,997	(7,747)	(36.90%)	28,000
44504500 - Notary Fee	0	36	(36)	(100.00%)	50
44506000 - Photo Copy Fee	56,846	58,500	(1,654)	(2.83%)	78,000
44506500 - Auto Decal Fee	93,907	82,494	11,413	13.83%	110,000
44507500 - Cartport Space Rental Fee	0	3,600	(3,600)	(100.00%)	4,800
47001000 - Cash Discounts - Accounts Payable	5,234	0	5,234	0.00%	0
47001500 - Late Fee Revenue	6,941	18,747	(11,806)	(62.97%)	25,000
46005500 - Disaster Task Force	3,042	2,997	45	1.50%	4,000
49009000 - Miscellaneous Revenue	16,699	1,154	15,546	1347.70%	1,477
Total Miscellaneous	887,104	899,278	(12,173)	(1.35%)	1,189,884
Total Non-Assessment Revenue	10,314,000	10,206,075	107,925	1.06%	13,619,506
Total Revenue	33,563,186	33,455,261	107,925	0.32%	44,617,670
Expenses:					
Employee Compensation					
51011000 - Salaries & Wages - Regular	9,570,548	9,328,574	(241,974)	(2.59%)	12,487,916
51021000 - Union Wages - Regular	2,420,250	2,654,679	234,429	8.83%	3,549,284
51041000 - Wages - Overtime	173,769	47,902	(125,867)	(262.76%)	63,955
51051000 - Union Wages - Overtime	35,519	44,082	8,564	19.43%	58,804
51061000 - Holiday & Vacation	1,075,970	847,064	(228,906)	(27.02%)	1,133,606
51071000 - Sick	302,179	345,514	43,335	12.54%	462,393
51081000 - Sick - Part Time	0	1,809	1,809	100.00%	2,439
51091000 - Missed Meal Penalty	32,988	7,186	(25,802)	(359.04%)	9,647
51101000 - Temporary Help	88,737	18,443	(70,294)	(381.14%)	24,601
51981000 - Compensation Accrual	(336,252)	3,938	340,190	8638.57%	5,262
Total Employee Compensation	13,363,707	13,299,192	(64,515)	(0.49%)	17,797,907
Compensation Related					

Golden Rain Foundation of Laguna Woods
Operating Statement
9/30/2019
GOLDEN RAIN FOUNDATION

	YEAR TO DATE				ANNUAL
	Actual	Budget	VAR\$ B/(W)	VAR% B/(W)	BUDGET
52411000 - F.I.C.A.	1,010,455	1,004,121	(6,334)	(0.63%)	1,337,562
52421000 - F.U.I.	22,742	31,158	8,416	27.01%	33,814
52431000 - S.U.I.	174,215	138,067	(36,147)	(26.18%)	140,575
52441000 - Union Medical	808,823	932,845	124,022	13.30%	1,243,793
52451000 - Workers' Compensation Insurance	1,064,694	818,865	(245,828)	(30.02%)	1,095,771
52461000 - Non Union Medical & Life Insurance	884,101	945,817	61,715	6.53%	1,261,089
52461500 - VUL Premium	6,743	0	(6,743)	0.00%	0
52461550 - VUL Interest	2,200	0	(2,200)	0.00%	0
52471000 - Union Retirement Plan	168,537	152,031	(16,506)	(10.86%)	203,265
52481000 - Non-Union Retirement Plan	203,514	331,921	128,406	38.69%	444,331
52981000 - Compensation Related Accrual	(141,505)	1,556	143,061	9194.61%	2,091
Total Compensation Related	4,204,519	4,356,381	151,862	3.49%	5,762,290
Materials and Supplies					
53001000 - Materials & Supplies	937,515	1,026,573	89,059	8.68%	1,355,573
53003500 - Materials Direct - Grf	226,887	337,941	111,054	32.86%	450,766
53004000 - Freight	34,138	29,313	(4,825)	(16.46%)	39,185
Total Materials and Supplies	1,198,540	1,393,827	195,287	14.01%	1,845,524
Cost of Goods Sold					
53101000 - Cost Of Sales - Warehouse	17,285	12,267	(5,018)	(40.91%)	16,396
53101500 - Cost Of Sales - Pro Shop	101,174	104,994	3,820	3.64%	140,000
53102000 - Cost Of Sales - Alcohol	13,310	16,497	3,187	19.32%	22,000
53103500 - Earthquake Materials	6,096	11,250	5,154	45.81%	15,000
Total Cost of Goods Sold	137,866	145,008	7,142	4.93%	193,396
Community Events					
53201000 - Community Events	355,505	312,663	(42,842)	(13.70%)	422,945
Total Community Events	355,505	312,663	(42,842)	(13.70%)	422,945
Utilities and Telephone					
53301000 - Electricity	688,791	642,330	(46,461)	(7.23%)	867,238
53301500 - Sewer	59,661	68,862	9,201	13.36%	85,025
53302000 - Water	485,654	548,294	62,640	11.42%	667,328
53302500 - Trash	158,742	144,689	(14,053)	(9.71%)	192,991
53303500 - Gas	174,777	146,440	(28,337)	(19.35%)	188,680
53304000 - Telephone	195,587	197,000	1,413	0.72%	246,000
Total Utilities and Telephone	1,763,213	1,747,615	(15,598)	(0.89%)	2,247,262
Fuel and Oil					
53304500 - Fuel & Oil For Vehicles	401,383	329,994	(71,389)	(21.63%)	440,000
Total Fuel and Oil	401,383	329,994	(71,389)	(21.63%)	440,000
Legal Fees					
53401500 - Legal Fees	500,339	283,122	(217,217)	(76.72%)	377,500
Total Legal Fees	500,339	283,122	(217,217)	(76.72%)	377,500
Professional Fees					
53402000 - Audit & Tax Preparation Fees	130,132	97,497	(32,635)	(33.47%)	130,000
53402500 - Payroll System Fees	124,794	110,250	(14,544)	(13.19%)	147,000
53403500 - Consulting Fees	228,562	305,295	76,733	25.13%	424,367
53404500 - Fees	3,000	3,744	744	19.87%	5,000
Total Professional Fees	486,488	516,786	30,297	5.86%	706,367
Equipment Rental					
53501000 - Space, Rent/Lease	0	594	594	100.00%	800
53501500 - Equipment Rental/Lease Fees	158,547	169,058	10,511	6.22%	225,440
Total Equipment Rental	158,547	169,652	11,105	6.55%	226,240
Outside Services					
53601000 - Bank Fees	68,095	65,246	(2,849)	(4.37%)	87,000
53601500 - Credit Card Transaction Fees	124,196	91,224	(32,972)	(36.14%)	121,695
53602000 - Merchant Account Fees	15,383	11,772	(3,611)	(30.68%)	15,748
53602500 - Licensing Fees	5,900	4,419	(1,481)	(33.51%)	5,900
53603000 - Permit Fees	69	5,613	5,544	98.77%	7,000
53603500 - Inspection Fees	0	207	207	100.00%	280
54603500 - Outside Services CC	2,064	0	(2,064)	0.00%	0
53704000 - Outside Services	1,131,824	1,099,005	(32,819)	(2.99%)	1,454,158

Golden Rain Foundation of Laguna Woods
Operating Statement
9/30/2019
GOLDEN RAIN FOUNDATION

	Actual	YEAR TO DATE Budget	VAR\$ B/(W)	VAR% B/(W)	ANNUAL BUDGET
Total Outside Services	1,347,530	1,277,486	(70,044)	(5.48%)	1,691,781
Repairs and Maintenance					
53701000 - Equipment Repair & Maint	185,123	447,273	262,150	58.61%	553,112
53702000 - Street Repair & Maint	0	747	747	100.00%	1,000
53702500 - Building Repair & Maint	243,256	270,779	27,523	10.16%	361,945
53703000 - Elevator /Lift Maintenance	4,050	8,046	3,996	49.66%	10,742
53703500 - Water Softener	2,105	3,213	1,109	34.50%	4,310
Total Repairs and Maintenance	434,534	730,058	295,524	40.48%	931,109
Other Operating Expense					
53604000 - Pest Control Fees	8,698	41,751	33,053	79.17%	55,687
53801000 - Mileage & Meal Allowance	6,441	12,021	5,581	46.42%	16,140
53801500 - Travel & Lodging	5,398	12,764	7,366	57.71%	14,914
53802000 - Uniforms	82,527	95,809	13,282	13.86%	127,207
53802500 - Dues & Memberships	10,918	12,121	1,203	9.93%	15,404
53803000 - Subscriptions & Books	8,017	7,620	(396)	(5.20%)	9,408
53803500 - Training & Education	44,407	74,026	29,619	40.01%	92,267
53804000 - Staff Support	28,850	38,841	9,991	25.72%	61,858
53901000 - Benefit Administrative Fees	5,707	2,997	(2,710)	(90.43%)	4,000
53901500 - Volunteer Support	0	3,851	3,851	100.00%	16,149
53902000 - Physical Examinations	30,867	31,063	196	0.63%	41,120
53902500 - Recruiting Fees	46,730	86,247	39,517	45.82%	115,000
53903000 - Safety	38,363	78,832	40,469	51.34%	111,632
54001000 - Board Relations	3,498	22,243	18,745	84.27%	29,667
54001500 - Public Relations	30,867	21,366	(9,501)	(44.47%)	28,500
54002000 - Postage	10,741	24,666	13,925	56.46%	32,889
54002500 - Filing Fees / Permits	29,960	27,144	(2,816)	(10.38%)	35,974
54502500 - Cable Promotions	1,452	2,619	1,167	44.56%	3,500
Total Other Operating Expense	393,440	595,981	202,541	33.98%	811,316
Income Taxes					
54301000 - State & Federal Income Taxes	800	18,747	17,947	95.73%	25,000
Total Income Taxes	800	18,747	17,947	95.73%	25,000
Property and Sales Tax					
54301500 - State & Local Taxes	97,511	67,365	(30,146)	(44.75%)	89,850
54302000 - Property Taxes	1,576	1,680	104	6.22%	2,138
Total Property and Sales Tax	99,087	69,045	(30,042)	(43.51%)	91,988
Insurance					
54401000 - Hazard & Liability Insurance	871,590	875,959	4,369	0.50%	1,167,946
54401500 - D&O Liability	43,007	44,368	1,360	3.07%	59,159
54402000 - Property Insurance	28,229	53,370	25,141	47.11%	71,160
54402500 - Auto Liability Insurance	3,655	9,747	6,092	62.51%	13,000
54403000 - General Liability Insurance	2,066	2,700	634	23.48%	3,600
54403500 - Property Damage	0	7,497	7,497	100.00%	10,000
Total Insurance	948,547	993,640	45,094	4.54%	1,324,866
Cable Programming/Copyright/Franchise					
54501000 - Cable - Programming Fees	3,621,840	3,449,997	(171,843)	(4.98%)	4,600,000
54501500 - Cable - Copyright Fees	0	41,247	41,247	100.00%	55,000
54502000 - Cable - City of Laguna Woods Franchise Fees	227,637	200,619	(27,018)	(13.47%)	267,500
Total Cable Programming/Copyright/Franchise	3,849,476	3,691,863	(157,613)	(4.27%)	4,922,500
Investment Expense					
54201000 - Investment Expense	22,693	31,041	8,348	26.89%	41,287
Total Investment Expense	22,693	31,041	8,348	26.89%	41,287
Net Allocation to Mutuals					
48501000 - Allocated To Grf Departments	(4,640,660)	(4,610,975)	29,686	0.64%	(6,164,916)
48502500 - Mutual General Operating	(5,382)	0	5,382	0.00%	0
54602500 - Allocated Expenses	2,777,730	2,824,402	46,672	1.65%	3,775,392
Total Net Allocation To Mutuals	(1,868,313)	(1,786,573)	81,740	4.58%	(2,389,525)
Uncollectible Accounts					
54602000 - Bad Debt Expense	5,370	18,927	13,557	71.63%	25,250
Total Uncollectible Accounts	5,370	18,927	13,557	71.63%	25,250

Golden Rain Foundation of Laguna Woods
Operating Statement
9/30/2019
GOLDEN RAIN FOUNDATION

	<u>Actual</u>	<u>YEAR TO DATE Budget</u>	<u>VAR\$ B/(W)</u>	<u>VAR% B/(W)</u>	<u>ANNUAL BUDGET</u>
(Gain)/Loss on Sale or Trade					
54101000 - (Gain)/Loss - Warehouse Sales	(520)	(50,625)	(50,105)	(98.97%)	(67,500)
54101500 - (Gain)/Loss On Investments	<u>4,212</u>	<u>0</u>	<u>(4,212)</u>	<u>0.00%</u>	<u>0</u>
Total (Gain)/Loss on Sale or Trade	3,692	(50,625)	(54,317)	(107.29%)	(67,500)
Depreciation and Amortization					
55001000 - Depreciation And Amortization	<u>3,387,826</u>	<u>3,387,826</u>	<u>0</u>	<u>0.00%</u>	<u>3,387,826</u>
Total Depreciation and Amortization	3,387,826	3,387,826	0	0.00%	3,387,826
Total Expenses	31,194,790	31,531,658	336,868	1.07%	40,815,329
Excess of Revenues Over Expenses	<u>\$2,368,396</u>	<u>\$1,923,603</u>	<u>\$444,793</u>	<u>23.12%</u>	<u>\$3,802,340</u>

Golden Rain Foundation of Laguna Woods
Balance Sheet - Preliminary
9/30/2019

		<u>Current Month End</u>	<u>Prior Year December 31</u>
	Assets		
1	Cash and cash equivalents	\$3,344,627	\$3,966,235
2	Non-discretionary investments	2,966,157	4,943,456
3	Discretionary investments	19,664,989	19,286,530
4	Receivable/(Payable) from mutuals	(1,560,826)	(3,638,279)
5	Accounts receivable and interest receivable	833,187	680,915
6	Operating supplies	926,049	1,168,456
7	Prepaid expenses and deposits	730,846	816,626
8	Property and equipment	133,575,830	127,635,173
9	Accumulated depreciation property and equipment	(75,449,747)	(72,096,572)
10	Intangible assets, net	247,533	282,184
11	Total Assets	<u>\$85,278,645</u>	<u>\$83,044,724</u>
	Liabilities and Fund Balances		
	Liabilities:		
12	Accounts payable and accrued expenses	\$1,077,871	\$1,722,124
13	Accrued compensation and related costs	4,031,519	3,588,395
14	Deferred income	604,147	537,493
15	Total liabilities	<u>\$5,713,537</u>	<u>\$5,848,012</u>
	Fund balances:		
16	Fund balance prior years	77,196,712	76,511,695
17	Change in fund balance - current year	2,368,396	685,017
18	Total fund balances	<u>79,565,108</u>	<u>77,196,712</u>
19	Total Liabilities and Fund Balances	<u>\$85,278,645</u>	<u>\$83,044,724</u>

Golden Rain Foundation of Laguna Woods
Fund Balance Sheet - Preliminary
9/30/2019

		<u>Operating Fund</u>	<u>Facilities Fund</u>	<u>Equipment Fund</u>	<u>Contingency Fund</u>	<u>Trust Facilities Fee Fund</u>	<u>Total</u>
Assets							
1	Cash and cash equivalents	\$3,344,627					\$3,344,627
2	Non-discretionary investments	2,966,157					2,966,157
3	Discretionary investments	19,664,989					19,664,989
4	Receivable/(Payable) from mutuals	(1,560,826)					(1,560,826)
5	Receivable/(Payable) from operating fund	(23,053,920)	13,276,043	2,952,500	594,072	6,231,305	
6	Accounts receivable and interest receivable	833,187					833,187
7	Operating supplies	926,049					926,049
8	Prepaid expenses and deposits	730,846					730,846
9	Property and equipment	125,640,212	5,071,146	2,772,017	92,455		133,575,830
10	Accumulated depreciation property and equipment	(75,449,747)					(75,449,747)
11	Intangible assets, net	247,533					247,533
12	Total Assets	<u>\$54,289,107</u>	<u>\$18,347,189</u>	<u>\$5,724,517</u>	<u>\$686,527</u>	<u>\$6,231,305</u>	<u>\$85,278,645</u>
Liabilities and Fund Balances							
Liabilities:							
13	Accounts payable and accrued expenses	\$723,926	\$146,211	\$199,757	\$7,977		\$1,077,871
14	Accrued compensation and related costs	4,031,519					4,031,519
15	Deferred income	604,147					604,147
16	Total liabilities	<u>\$5,359,592</u>	<u>\$146,211</u>	<u>\$199,757</u>	<u>\$7,977</u>		<u>\$5,713,537</u>
Fund balances:							
17	Fund balance prior years	49,010,738	13,377,263	5,141,746	471,809	9,195,156	77,196,712
18	Change in fund balance - current year	(3,119,251)	226,563	2,018,194	206,741	3,036,149	2,368,396
19	Fund transfers	3,038,029	4,597,152	(1,635,181)		(6,000,000)	
20	Total fund balances	<u>48,929,515</u>	<u>18,200,978</u>	<u>5,524,760</u>	<u>678,550</u>	<u>6,231,305</u>	<u>79,565,108</u>
21	Total Liabilities and Fund Balances	<u>\$54,289,107</u>	<u>\$18,347,189</u>	<u>\$5,724,517</u>	<u>\$686,527</u>	<u>\$6,231,305</u>	<u>\$85,278,645</u>

Golden Rain Foundation of Laguna Woods
Changes in Fund Balances - Preliminary
9/30/2019

	<u>Operating Fund</u>	<u>Facilities Fund</u>	<u>Equipment Fund</u>	<u>Contingency Fund</u>	<u>Trust Facilities Fee Fund</u>	<u>Total</u>
Revenues:						
Assessments:						
1 Operating	\$21,071,330					\$21,071,330
2 Additions to restricted funds			1,948,608	229,248		2,177,856
3 Total assessments	<u>21,071,330</u>		<u>1,948,608</u>	<u>229,248</u>		<u>23,249,186</u>
Non-assessment revenues:						
4 Trust facilities fees					2,960,000	2,960,000
5 Golf green fees	1,037,500					1,037,500
6 Golf operations	177,471					177,471
7 Merchandise sales	220,556					220,556
8 Clubhouse rentals and event fees	562,656					562,656
9 Rentals	94,548					94,548
10 Broadband services	3,560,853					3,560,853
11 Interest income		252,557	73,675	7,546	79,782	413,560
12 Unrealized gain/(loss) on AFS investments	399,753					399,753
13 Miscellaneous	886,396	558	150			887,104
14 Total non-assessment revenue	<u>6,939,732</u>	<u>253,115</u>	<u>73,825</u>	<u>7,546</u>	<u>3,039,782</u>	<u>10,314,000</u>
15 Total revenue	<u>28,011,062</u>	<u>253,115</u>	<u>2,022,433</u>	<u>236,794</u>	<u>3,039,782</u>	<u>33,563,186</u>
Expenses:						
16 Employee compensation and related	17,565,435	2,790				17,568,226
17 Materials and supplies	1,199,259	557	(1,276)			1,198,540
18 Cost of goods sold	137,866					137,866
19 Community Events	355,505					355,505
20 Utilities and telephone	1,763,213					1,763,213
21 Fuel and oil	401,383					401,383
22 Legal fees	500,339					500,339
23 Professional fees	456,913			29,575		486,488
24 Equipment rental	158,547					158,547
25 Outside services	1,345,319	1,611	600			1,347,530
26 Repairs and maintenance	434,534					434,534
27 Other Operating Expense	389,726	3,714				393,440
28 Income taxes	800					800
29 Property and sales tax	99,087					99,087
30 Insurance	948,547					948,547
31 Cable Programming/Copyright/Franchise	3,849,476					3,849,476
32 Investment expense		15,064	4,133	404	3,091	22,693

Golden Rain Foundation of Laguna Woods
Changes in Fund Balances - Preliminary
9/30/2019

		<u>Operating Fund</u>	<u>Facilities Fund</u>	<u>Equipment Fund</u>	<u>Contingency Fund</u>	<u>Trust Facilities Fee Fund</u>	<u>Total</u>
33	Uncollectible Accounts	5,370					5,370
34	(Gain)/loss on sale or trade	(520)	2,815	782	73	542	3,692
35	Depreciation and amortization	3,387,826					3,387,826
36	Net allocations to mutuals	(1,868,313)					(1,868,313)
37	Total expenses	<u>31,130,313</u>	<u>26,552</u>	<u>4,239</u>	<u>30,053</u>	<u>3,633</u>	<u>31,194,790</u>
38	Excess of revenues over expenses	<u>(\$3,119,251)</u>	<u>\$226,563</u>	<u>\$2,018,194</u>	<u>\$206,741</u>	<u>\$3,036,149</u>	<u>\$2,368,396</u>
39	Excluding unrealized gain/(loss) and depreciation	<u>(\$131,178)</u>	<u>\$226,563</u>	<u>\$2,018,194</u>	<u>\$206,741</u>	<u>\$3,036,149</u>	<u>\$5,356,469</u>

**GOLDEN RAIN FOUNDATION
NON-DISCRETIONARY ACCOUNT HELD BY BANK OF AMERICA
SCHEDULE OF INVESTMENTS
9/30/19**

I.D. NO.	DESCRIPTION	STATED RATE	SETTLEMENT DATE	MATURITY DATE	PAR VALUE	EFFECT. YIELD	ORIGINAL COST	ANNUALIZED YTD YIELD *
912796RF8	U.S. TREASURY BILL	0.00%	03-11-19	10-10-19	2,000,000.00	2.39%	1,972,416.50	
912796TA7	U.S. TREASURY BILL	0.00%	09-03-19	01-09-20	1,000,000.00	1.80%	993,740.44	
TOTAL FOR NON-DISCRETIONARY INVESTMENTS					\$ 3,000,000.00		\$ 2,966,156.94	2.49%

*Yield is based on all investments held during the year

**GOLDEN RAIN FOUNDATION
DISCRETIONARY ACCOUNT - BLACKROCK/MERRILL LYNCH
SCHEDULE OF INVESTMENTS
9/30/19**

I.D. NO.	DESCRIPTION	STATED RATE	SETTLEMENT DATE	MATURITY DATE	PAR VALUE	EFFECT. YIELD	ORIGINAL COST	ANNUALIZED YTD YIELD *
	M.L. MONEY MARKET				\$ 947,214.97		\$ 947,214.97	
912828U32	U.S. TREASURY NOTE	1.00%	05-20-19	11-15-19	1,000,000.00	2.42%	993,126.68	
9128283N8	U.S. TREASURY NOTE	1.88%	01-02-18	12-31-19	400,000.00	1.90%	399,750.67	
05565QCX4	CorpBond	2.32%	08-21-18	02-13-20	150,000.00	2.84%	148,858.50	
912828MP2	U.S. TREASURY NOTE	3.63%	04-21-10	02-15-20	300,000.00	3.77%	296,262.92	
912828MP2	U.S. TREASURY NOTE	3.63%	10-28-10	02-15-20	121,000.00	2.58%	131,361.11	
912828MP2	U.S. TREASURY NOTE	3.63%	11-29-11	02-15-20	200,000.00	1.63%	230,469.55	
9128284C1	U.S. TREASURY NOTE	2.25%	04-20-18	03-31-20	250,000.00	2.43%	249,141.05	
912828K33	U.S. TIP NOTE	0.13%	03-08-17	04-15-20	400,000.00	0.12%	419,541.97	
912828ND8	U.S. TREASURY NOTE	3.50%	07-15-10	05-15-20	540,000.00	3.02%	561,728.72	
912828ND8	U.S. TREASURY NOTE	3.50%	09-01-10	05-15-20	250,000.00	2.60%	269,063.50	
912828XE5	U.S. TREASURY NOTE	1.50%	06-08-15	05-31-20	400,000.00	1.73%	395,563.17	
17275RAX0	CorpBond	2.45%	08-21-17	06-15-20	100,000.00	1.73%	101,950.00	
912828XY1	U.S. TREASURY NOTE	2.50%	08-06-18	06-30-20	250,000.00	2.66%	249,238.70	
912828Y46	U.S. TREASURY NOTE	2.63%	07-17-19	07-31-20	200,000.00	1.99%	201,297.21	
912828NT3	U.S. TREASURY NOTE	2.63%	10-28-10	08-15-20	195,000.00	2.68%	194,002.93	
912828NT3	U.S. TREASURY NOTE	2.63%	11-29-11	08-15-20	200,000.00	1.75%	213,992.98	
06406HDD8	CorpBond	2.60%	12-08-15	08-17-20	200,000.00	2.39%	201,800.00	
857477AS2	CorpBond	2.55%	12-31-15	08-18-20	150,000.00	2.26%	151,875.00	
91324PDC3	CorpBond	1.95%	01-03-18	10-15-20	200,000.00	2.24%	198,400.00	
06051GFT1	CorpBond	2.63%	01-03-18	10-19-20	150,000.00	2.95%	148,824.00	
9128285G1	U.S. TREASURY NOTE	2.88%	11-02-18	10-31-20	250,000.00	2.87%	249,990.65	
912828M98	U.S. TREASURY NOTE	1.63%	12-24-15	11-30-20	250,000.00	1.72%	248,818.78	

**GOLDEN RAIN FOUNDATION
DISCRETIONARY ACCOUNT - BLACKROCK/MERRILL LYNCH
SCHEDULE OF INVESTMENTS
9/30/19**

I.D. NO.	DESCRIPTION	STATED RATE	SETTLEMENT DATE	MATURITY DATE	PAR VALUE	EFFECT. YIELD	ORIGINAL COST	ANNUALIZED YTD YIELD *
05531FAZ6	CorpBond	2.15%	08-21-18	02-01-21	150,000.00	3.10%	146,644.50	
9128283X6	U.S. TREASURY NOTE	2.25%	04-22-19	02-15-21	600,000.00	2.43%	598,079.13	
46625HQJ2	CorpBond	2.55%	12-27-18	03-01-21	200,000.00	3.34%	196,690.00	
63946BAE0	CorpBond	4.38%	12-08-15	04-01-21	200,000.00	2.50%	218,476.00	
63946BAE0	CorpBond	4.38%	10-23-17	04-01-21	50,000.00	2.10%	53,740.50	
89236TCZ6	CorpBond	1.90%	02-13-19	04-08-21	200,000.00	2.78%	196,328.00	
9128284G2	U.S. TREASURY NOTE	2.38%	04-20-18	04-15-21	250,000.00	2.57%	248,594.17	
0258M0EB1	CorpBond	2.25%	04-23-18	05-05-21	150,000.00	3.10%	146,322.00	
369550BE7	CorpBond	3.00%	11-02-18	05-11-21	250,000.00	3.23%	248,567.50	
38141GGQ1	CorpBond	5.25%	01-25-18	07-27-21	250,000.00	2.93%	269,145.00	
594918BP8	CorpBond	1.55%	11-01-16	08-08-21	100,000.00	1.79%	98,911.00	
912828RC6	U.S. TREASURY NOTE	2.13%	11-09-11	08-15-21	1,000,000.00	2.04%	1,007,269.63	
91159HHP8	CorpBond	2.63%	02-08-17	01-24-22	100,000.00	2.49%	100,617.00	
594918BW3	CorpBond	2.40%	02-07-17	02-06-22	100,000.00	2.36%	100,162.00	
21685WDD6	CorpBond	3.88%	02-13-19	02-08-22	200,000.00	3.10%	204,348.00	
585055BR6	CorpBond	3.15%	07-19-16	03-15-22	59,000.00	1.18%	63,217.91	
404280AN9	CorpBond	4.00%	05-20-19	03-20-22	125,000.00	2.77%	129,173.75	
747525AE3	CorpBond	3.00%	08-21-18	05-20-22	175,000.00	3.38%	172,648.00	
91159JAA4	CorpBond	2.95%	12-08-15	07-15-22	200,000.00	2.92%	200,306.00	
20030NBD2	CorpBond	3.13%	12-26-18	07-15-22	250,000.00	3.33%	248,227.50	
912828L24	U.S. TREASURY NOTE	1.88%	11-06-15	08-31-22	500,000.00	2.08%	493,497.09	
375558BC6	CorpBond	3.25%	02-17-16	09-01-22	100,000.00	2.72%	103,024.00	
375558BC6	CorpBond	3.25%	07-20-16	09-01-22	100,000.00	2.04%	106,727.00	
375558BC6	CorpBond	3.25%	10-23-17	09-01-22	50,000.00	2.38%	51,901.00	
912828M80	U.S. TREASURY NOTE	2.00%	12-08-15	11-30-22	500,000.00	1.99%	500,196.31	
46625HJH4	CorpBond	3.20%	01-25-18	01-25-23	200,000.00	3.00%	201,808.00	
912828P38	U.S. TREASURY NOTE	1.75%	02-17-16	01-31-23	100,000.00	1.59%	101,031.45	
037833AK6	CorpBond	2.40%	01-10-17	05-03-23	150,000.00	2.75%	146,896.50	
037833AK6	CorpBond	2.40%	10-23-17	05-03-23	50,000.00	2.42%	49,930.50	
912828S35	U.S. TREASURY NOTE	1.38%	07-19-16	06-30-23	250,000.00	1.35%	250,420.42	
68389XBL8	CorpBond	2.40%	07-12-16	09-15-23	200,000.00	2.16%	203,062.00	
61746BDQ6	CorpBond	3.88%	01-25-18	04-29-24	250,000.00	3.32%	257,662.50	
94974BGA2	CorpBond	3.30%	01-25-18	09-09-24	250,000.00	3.18%	251,667.50	
GNMA:								
36290TLG2/P616927	GNMA SECURITIES	5.50%	12-29-05	12-15-20	13,257.67	3.26%	22,367.05	
36290YBU1/P621151	GNMA SECURITIES	5.50%	05-29-07	05-15-22	15,721.77	5.50%	15,721.77	
36296DDR6/P687812	GNMA SECURITIES	5.50%	09-22-08	08-15-23	18,721.56	3.40%	30,254.27	
36202FAF3/P004506	GNMA SECURITIES	5.00%	02-22-10	02-20-24	59,586.72	2.43%	122,823.92	

**GOLDEN RAIN FOUNDATION
DISCRETIONARY ACCOUNT - BLACKROCK/MERRILL LYNCH
SCHEDULE OF INVESTMENTS
9/30/19**

I.D. NO.	DESCRIPTION	STATED RATE	SETTLEMENT DATE	MATURITY DATE	PAR VALUE	EFFECT. YIELD	ORIGINAL COST	ANNUALIZED YTD YIELD *
36296Q4A4/P698417	GNMA SECURITIES	5.00%	09-17-09	09-15-24	32,660.85	2.11%	77,258.20	
36202FD78/P004626	GNMA SECURITIES	4.50%	02-24-10	02-20-25	25,100.76	2.91%	38,835.14	
36202FJC1/P004759	GNMA SECURITIES	4.00%	02-16-12	08-20-25	109,421.79	2.44%	179,388.91	
36202FJC1/P004759	GNMA SECURITIES	4.00%	03-19-12	08-20-25	8,170.16	1.24%	26,332.57	
3620AS6G9/P738971X	GNMA SECURITIES	3.00%	04-29-15	11-15-26	120,622.01	2.57%	140,674.76	
36202F2H8/P005276M	GNMA SECURITIES	3.00%	11-12-14	01-20-27	89,143.52	2.57%	103,889.15	
36179MAG5/PMA0007M	GNMA SECURITIES	3.00%	08-20-12	04-20-27	195,622.11	2.28%	257,878.34	
36179MGN4/PMA0205M	GNMA SECURITIES	3.00%	07-31-12	07-20-27	178,445.58	2.34%	228,629.17	
36179MGN4/PMA0205M	GNMA SECURITIES	3.00%	07-15-16	07-20-27	105,290.65	2.65%	119,059.93	
36179MP53/PMA0444M	GNMA SECURITIES	3.00%	12-18-12	10-20-27	255,906.78	2.34%	328,687.60	
36179MSB7/PMA0514M	GNMA SECURITIES	3.00%	05-14-14	11-20-27	120,101.48	2.60%	138,506.17	
36179MU32/PMA0602M	GNMA SECURITIES	3.00%	01-17-13	12-20-27	429,160.97	2.39%	538,364.68	
36179TY90/PMA5236M	GNMA SECURITIES	3.50%	06-13-18	06-20-33	163,826.28	3.40%	168,748.16	
36213CZ52/P550764X	GNMA SECURITIES	5.50%	09-19-07	09-15-35	19,098.17	6.98%	15,040.38	
36202EYL7/P004315	GNMA SECURITIES	5.50%	11-18-10	11-18-38	77,220.45	2.19%	193,762.31	
36296UVE7/P701813	GNMA SECURITIES	4.50%	02-18-10	02-15-39	34,273.29	3.59%	42,911.80	
36297F6L1/P711075	GNMA SECURITIES	4.50%	09-21-10	09-15-40	190,929.25	3.31%	259,564.35	
36179QJT9/PMA2074M	GNMA SECURITIES	4.00%	11-13-17	07-20-44	185,375.30	3.68%	201,274.24	
36179QL74/PMA2150M	GNMA SECURITIES	4.50%	09-11-14	08-20-44	116,010.16	3.24%	161,188.88	
36179QT50/PMA2372M	GNMA SECURITIES	4.00%	12-22-14	11-20-44	184,804.52	3.16%	233,858.81	
36179QT50/PMA2372M	GNMA SECURITIES	4.00%	12-24-14	11-20-44	65,402.92	2.98%	87,669.14	
36179SUV7/PMA4196M	GNMA SECURITIES	3.50%	02-28-17	01-20-47	275,280.31	3.29%	292,861.38	
36179TAK1/PMA4510M	GNMA SECURITIES	3.50%	08-16-17	06-20-47	266,667.12	3.32%	281,212.29	
36179TCY9/PMA4587M	GNMA SECURITIES	4.00%	01-24-18	07-20-47	528,443.46	3.79%	557,765.58	
36179UKY7/PMA5711M	GNMA SECURITIES	4.50%	07-16-19	01-20-49	222,339.29	4.30%	232,895.02	
TOTAL FOR DISCRETIONARY INVESTMENTS					18,518,819.86		19,664,988.88	2.05%
TOTAL INVESTMENTS					<u>\$ 21,518,819.86</u>		<u>\$ 22,631,145.82</u>	2.13%

*Yield is based on all investments held during the year

Golden Rain Foundation & Trust Reserve Expenditures Report
EQUIPMENT FUND
Period Ending: 9/30/19

		BUDGET	EXPENDITURES		
ITEM	RESOLUTION DATE	TOTAL Appropriations	I-T-D*	REMAINING Encumbrance	STATUS
2015					
JS150070000 - PAC Walkthrough Items	1/6/2015	150,000	3,500	146,500	In Progress
2016					
JS16023E001 - Performing Arts Center	6/7/2016	600,000	264,003	335,997	In Progress
JS16023E012 - EMS Upgrades	6/7/2016	80,000	72,921	7,079	In Progress
2017					
JP170700000 - Whole Home DVR Service	9/6/2016	350,000	350,426	0	Closed
JP170800000 - Perf Arts Center Commercial Appliances	9/6/2016	13,000	0	13,000	Open
JP170900000 - CH 5 Commercial Appliances	9/6/2016	23,000	21,353	0	Closed
JP171100000 - Dynamics CRM Software	9/6/2016	500,000	170,967	329,033	In Progress
JS170100000 - Clubhouse Piano Assessment and Replaceme	2/7/2017	15,000	10,283	0	Closed
JS17034E003 - Branding & Website Development	11/7/2017	76,000	75,950	0	Closed
2018					
JP180100000 - Cable Inspection/Repair	9/5/2017	100,000	70,838	29,162	In Progress
JP180200000 - Set Top Boxes	9/5/2017	300,000	314,017	0	Closed
JP180300000 - CH 1 Chairs	9/5/2017	40,000	17,492	22,508	In Progress
JP180400000 - CH 1 Fitness	9/5/2017	185,000	35,630	149,370	In Progress
JP181300000 - CH 4 Equipment	9/5/2017	23,000	20,352	2,648	In Progress
JP181700000 - CH 5 Chairs	9/5/2017	75,000	32,021	42,979	In Progress
JP182000000 - CH 6 Furnishings	9/5/2017	50,000	26,693	23,308	In Progress
JP182200000 - CH 7 Chairs	9/5/2017	20,000	11,000	9,000	In Progress
JP182400000 - CH 7 Water Heater	9/5/2017	7,000	6,649	0	Closed
JP182800000 - ID Card System	9/5/2017	89,000	92,216	0	Closed
JP182900000 - Microsoft AX 2012 License	9/5/2017	130,000	106,800	23,200	In Progress
JP183300000 - Gates 1, 2, 3 and 4 - United Technology	9/5/2017	333,000	281,251	51,749	In Progress
JP183500000 - Gates 7, 8, 9 and 14 - Third Technology	9/5/2017	367,000	276,857	90,144	In Progress
JP184500000 - Misc Equipment	9/5/2017	40,000	25,814	0	Closed

* Incurred to Date

Golden Rain Foundation & Trust Reserve Expenditures Report

EQUIPMENT FUND

Period Ending: 9/30/19

ITEM	RESOLUTION DATE	BUDGET	EXPENDITURES		
		TOTAL Appropriations	I-T-D*	REMAINING Encumbrance	STATUS
JP184600000 - Misc Painting Equipment	9/5/2017	100,000	98,673	0	Closed
JP185000000 - Auditorium Projector	9/5/2017	60,000	43,043	16,957	In Progress
JS18040E000 - Gate 10 Renovation	9/4/2018	80,000	3,680	76,320	In Progress
2019					
JP190020000 - PAC Sound Mixer	9/4/2018	25,000	0	25,000	Open
JP190030000 - PAC Wireless Communications	9/4/2018	15,000	2,477	12,523	In Progress
JP190040000 - Transit Cargo Vans (7)	9/4/2018	301,800	249,980	51,820	In Progress
JP190050000 - Pickups (9)	9/4/2018	370,800	202,635	168,165	In Progress
JP190060000 - Bus ADA (4)	9/4/2018	440,000	219,441	220,559	In Progress
JP190070000 - Utility Vehicles (9)	9/4/2018	150,750	108,027	42,723	In Progress
JP190080000 - Transit Passenger Van	9/4/2018	43,200	0	43,200	Open
JP190090000 - Add: Transit Passenger Vans (4)	9/4/2018	172,400	115,659	56,741	In Progress
JP190100000 - Add: Pickups (2)	9/4/2018	82,400	65,836	16,564	In Progress
JP190110000 - Add: Telescopic Boom Lift	9/4/2018	90,000	107,129	0	Closed
JP190120000 - Scrubber	9/4/2018	70,000	66,685	0	Closed
JP190130000 - Add: Flat Bed Truck	9/4/2018	66,200	0	66,200	Open
JP190150000 - Security Equipment	9/4/2018	105,000	0	105,000	Open
JP190200000 - Irrigation Head Replacement	9/4/2018	275,000	232,000	0	Closed
JP190220000 - Rough Mower (2)	9/4/2018	127,000	126,928	0	Closed
JP190230000 - Fairway Mower	9/4/2018	85,000	83,420	0	Closed
JP190240000 - Golf Course Yardage Markers	9/4/2018	15,000	8,617	6,383	In Progress
JP190250000 - Golf Course Tee Signs	9/4/2018	8,500	0	0	Closed
JP190300000 - Set Top Boxes	9/4/2018	300,000	141,346	158,654	In Progress
JP190310000 - Signal Receivers and Transcoders	9/4/2018	25,000	21,964	3,036	In Progress
JP190330000 - Misc Equipment	9/4/2018	100,000	69,539	30,461	In Progress
JP190340000 - Service Center Generator	9/4/2018	150,000	0	150,000	Open
JP190370000 - CH 2, 4, 5 and 6 Pool Furniture	9/4/2018	130,000	81,543	48,457	In Progress
JP190380000 - CH 2 Pool and Spa Heaters	9/4/2018	18,000	18,000	0	Closed

* Incurred to Date

Golden Rain Foundation & Trust Reserve Expenditures Report
EQUIPMENT FUND
Period Ending: 9/30/19

ITEM	RESOLUTION DATE	BUDGET	EXPENDITURES		
		TOTAL Appropriations	I-T-D*	REMAINING Encumbrance	STATUS
JP190390000 - Pool Covers for Pools 1, 2, 5 and 6	9/4/2018	18,000	0	18,000	Open
JP190400000 - Laser Lawn Mowers (10)	9/4/2018	90,000	89,299	0	Closed
JP190420000 - Records Management System	9/4/2018	60,000	0	60,000	Open
JP190430000 - CH 5 Commercial Appliances	9/4/2018	25,000	0	0	Closed
JP190440000 - CH 5 Piano Refinishing	9/4/2018	12,000	0	12,000	Open
JS19002E001 - Van Replacement	1/2/2019	45,000	39,340	0	Closed

2020

JP200010000 - Tub Grinder	9/3/2019	650,000	0	650,000	Open
JP200020000 - Pickup Trucks (9)	9/3/2019	374,000	0	374,000	Open
JP200030000 - Telehandler Lifts (2)	9/3/2019	210,000	0	210,000	Open
JP200120000 - Telescopic Boom Lift	9/3/2019	110,000	0	110,000	Open
Total Equipment Fund		\$8,566,050	\$4,482,292	\$4,008,439	

* Incurred to Date

* Incurred to Date

Golden Rain Foundation & Trust Reserve Expenditures Report

FACILITIES & TRUST FUNDS

Period Ending: 9/30/19

		BUDGET	EXPENDITURES		
ITEM	RESOLUTION DATE	TOTAL Appropriations	I-T-D*	REMAINING Encumbrance	STATUS
2014					
JS140400000 - Comm Ctr Mechanical & Electrical System	8/5/2014	533,400	523,746	0	Closed
2015					
JP150190000 - Paddle Tennis and Pickleball Courts	9/2/2014	600,000	553,649	46,351	In Progress
2016					
JS16023F005 - LED Lighting	6/7/2016	600,000	489,510	110,490	In Progress
JS16023F006 - Garden Center 1 & 2 Renovation	6/7/2016	400,000	341,913	58,087	In Progress
JS16023F010 - Call Center	6/7/2016	122,500	0	122,500	Open
2017					
JP172000000 - Pool 1 Maintenance	9/6/2016	12,000	0	12,000	Open
JP172100000 - Pool 2 Maintenance	9/6/2016	26,000	25,657	0	Closed
JP172300000 - Pool 5 Maintenance	9/6/2016	26,000	26,000	0	Closed
JP172600000 - Clubhouse 2 Annex Building Renovation	9/6/2016	240,000	154,777	85,223	In Progress
JP172700000 - PAC HVAC System	9/6/2016	300,000	0	300,000	Open
JP172800000 - PAC Stage/Safety Improvements	9/6/2016	728,000	229,398	498,602	In Progress
JP173300000 - Clubhouse 6 HVAC System	9/6/2016	104,000	83,715	20,285	In Progress
JP173600000 - Community Center Entrance Air Lock	9/6/2016	98,000	27,513	70,487	In Progress
JP174100000 - Camera Surveillance System	9/6/2016	325,000	292,099	32,901	In Progress
JS17041B000 - Add Funding Pickleball Courts	12/5/2017	250,000	0	0	Closed
2018					
JP180500000 - CH 1 HVAC	9/5/2017	350,000	0	350,000	Open
JP180600000 - CH 1 Maintenance	9/5/2017	50,000	35,745	0	Closed
JP180900000 - CH 1 Renovation Assessment	9/5/2017	80,000	63,986	16,014	In Progress
JP181000000 - CH 1 Shade Canopies: Bocce Court	9/5/2017	5,000	5,000	0	Closed

* Incurred to Date

Golden Rain Foundation & Trust Reserve Expenditures Report

FACILITIES & TRUST FUNDS

Period Ending: 9/30/19

ITEM	RESOLUTION DATE	BUDGET	EXPENDITURES		
		TOTAL Appropriations	I-T-D*	REMAINING Encumbrance	STATUS
JP181400000 - CH 4 Maintenance	9/5/2017	91,000	52,731	38,269	In Progress
JP181500000 - CH 4 Pool Deck Rebuild	9/5/2017	62,000	6,239	55,761	In Progress
JP182500000 - Community Center HVAC	9/5/2017	450,000	155,974	294,026	In Progress
JP182600000 - Community Center Remodel	9/5/2017	750,000	130,123	619,877	In Progress
JP182700000 - Community Center Roof	9/5/2017	155,000	115,094	0	Closed
JP183100000 - Energy Management System	9/5/2017	150,000	150,000	0	Closed
JP183200000 - Gates 1, 2, 3 and 4 - United Renovation	9/5/2017	440,000	301,318	138,682	In Progress
JP183400000 - Gates 7, 8, 9 and 14 - Third Renovation	9/5/2017	440,000	248,968	191,032	In Progress
JP183800000 - Golf Netting at Garden Center 1	9/5/2017	138,000	0	138,000	Open
JP184400000 - Miscellaneous Projects	9/5/2017	250,000	213,213	0	Closed
JP184800000 - Asphalt Paving	9/5/2017	805,000	802,439	0	Closed
JP184900000 - Concrete Repairs	9/5/2017	150,000	140,460	0	Closed
JP185100000 - Service Center Radiant Heaters	9/5/2017	50,000	0	50,000	Open
JS180140000 - Pool 5 Maintenance	3/6/2018	46,000	42,269	0	Closed
JS180240000 - Gatehouses 4, 10, 11 & 12 Renovation	5/1/2018	42,500	43,140	0	Closed
JS180300000 - Funding Community Center HVAC	7/3/2018	447,163	332,448	114,715	In Progress
JS18040F000 - Gate 10 Renovation	9/4/2018	110,000	61,572	48,428	In Progress
2019					
JP190010000 - PAC Renovation - Phase 1	10/2/2018	2,000,000	12,375	1,987,625	In Progress
JP190140000 - Security Operations/Dispatch/EOC	10/2/2018	1,000,000	13,113	986,887	In Progress
JP190160000 - Gate Replacements - Main Svc Ctr Entry	10/2/2018	92,000	1,434	90,566	In Progress
JP190170000 - Gate Replacements - RV Lot B	10/2/2018	92,000	474	91,526	In Progress
JP190190000 - Gate 16 Driving Range Improvements	10/2/2018	500,000	0	500,000	Open
JP190210000 - Golf Facility Renovation	10/2/2018	150,000	23,463	126,537	In Progress
JP190260000 - Asphalt Paving Overlay	10/2/2018	723,000	0	723,000	Open

* Incurred to Date

Golden Rain Foundation & Trust Reserve Expenditures Report

FACILITIES & TRUST FUNDS

Period Ending: 9/30/19

ITEM	RESOLUTION DATE	BUDGET	EXPENDITURES		
		TOTAL Appropriations	I-T-D*	REMAINING Encumbrance	STATUS
JP190270000 - Sealcoat Program	10/2/2018	117,000	122,008	0	Closed
JP190280000 - Asphalt Paving Repairs	10/2/2018	200,000	0	200,000	Open
JP190290000 - Fiber Network Calibration	10/2/2018	105,000	0	105,000	Open
JP190320000 - Miscellaneous Projects	10/2/2018	250,000	65,838	184,162	In Progress
JP190350000 - Replace Welding Shop	10/2/2018	100,000	19,470	80,530	In Progress
JP190360000 - Dumping Area Ramp Modifications	10/2/2018	35,000	0	35,000	Open
JP190410000 - Tennis Building	10/2/2018	75,000	0	75,000	Open
JP190450000 - Jewelry Room Flooring	10/2/2018	25,000	24,922	0	Closed
JS19007F001 - New Code Compliant Chemical Storage Facilities	1/2/2019	175,000	103,233	71,767	In Progress
JS19018F001 - EV Charge Station at Community Center	3/5/2019	228,000	241,677	0	Closed
JS19030F001 - CH 4 Pool Deck Rebuild	7/2/2019	187,342	0	187,342	Open
JS19032F001 - Service Center Radiant Heaters	7/10/2019	25,932	0	25,932	Open
JS19034F001 - Tennis Center Building Renovation	8/6/2019	72,638	0	72,638	Open
Total Facilities Fund		\$15,579,475	\$6,276,703	\$8,955,241	
* Incurred to Date					

Golden Rain Foundation & Trust Reserve Expenditures Report

CONTINGENCY FUNDS

Period Ending: 9/30/19

		BUDGET	EXPENDITURES		
ITEM	RESOLUTION DATE	TOTAL Appropriations	I-T-D*	REMAINING Encumbrance	STATUS
2015					
JS150350000 - Aliso Creek Mitigation Plan Process	6/2/2015	19,230	0	0	Closed
2018					
JS180230000 - Records Inventory & Mgmt Consultant	5/1/2018	50,000	48,000	0	Closed
JS180250000 - Energy Consultant Services	5/1/2018	50,000	43,135	6,866	In Progress
JS180270000 - Equipment Wash-Down Facility	6/5/2018	100,000	16,936	83,064	In Progress
2019					
JS190190000 - Bus Service Evaluation Study	3/5/2019	46,200	32,385	13,815	In Progress
Total Contingency Fund		\$265,430	\$140,455	\$103,745	

* Incurred to Date

STATUS LEGEND	
Open	No action taken; encumbrance remains.
Spec/Bid	Work is in the specification/bid process; future expenditures anticipated.
In Progress	Work has begun and future expenditures are anticipated.
Closed	Work and/or billings are complete; encumbrance removed.
On Hold	Work has ceased for the item; encumbrance remains.
Rescinded	Resolution rescinded; encumbrance removed.

Golden Rain Foundation of Laguna Woods
Statement of Revenues & Expenses - Preliminary
9/30/2019
(\$ IN THOUSANDS)

		CURRENT MONTH			YEAR TO DATE			PRIOR YEAR	ANNUAL	CURRENT	PROJECTION
		ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	PROJECTION	BASIS
Revenues:											
Assessments:											
1	Operating	\$2,341	\$2,341		\$21,071	\$21,071		\$20,468	\$28,094	\$28,094	
2	Additions to restricted funds	242	242		2,178	2,178		2,292	2,904	2,904	
3	Total assessments	2,583	2,583	0	23,249	23,249	0	22,760	30,998	30,998	
Non-assessment revenues:											
4	Trust facilities fees	353	345	7	2,960	3,106	(146)	2,820	4,141	3,947	Lower manor sales
5	Golf green fees	110	135	(25)	1,037	1,213	(176)	1,122	1,618	1,389	Overstated budget
6	Golf operations	20	25	(5)	177	228	(51)	224	304	243	Overstated budget
7	Merchandise sales	32	24	8	221	215	6	230	287	300	Annualized actuals
8	Clubhouse rentals and event fees	104	77	27	563	740	(177)	648	1,007	751	Annualized actuals
9	Rentals	10	8	2	95	73	22	77	97	127	Annualized actuals
10	Broadband services	410	399	11	3,561	3,592	(32)	3,554	4,790	4,758	Assumed budget for rest of year
11	Interest income	42	16	27	414	140	274	380	186	552	Annualized actuals
12	Unrealized gain/(loss) on AFS investment	46		46	400		400			400	Assume no further adjustment
13	Miscellaneous	92	100	(8)	887	899	(12)	850	1,190	1,190	Assume budget
14	Total non-assessment revenue	1,219	1,129	91	10,315	10,206	108	9,905	13,620	13,656	
15	Total revenue	3,802	3,712	91	33,564	33,455	108	32,665	44,618	44,654	
Expenses:											
16	Employee compensation and related	1,894	1,931	38	17,568	17,656	87	17,234	23,560	23,424	Annualized actuals
17	Materials and supplies	131	147	17	1,199	1,394	195	1,360	1,846	1,775	Lower Janitorial supplies
18	Cost of goods sold	20	16	(4)	138	145	7	147	193	187	% of sales
19	Community Events	31	32		356	313	(43)	259	423	475	Projection
20	Utilities and telephone	221	200	(21)	1,763	1,748	(16)	1,822	2,247	2,247	Assumed budget
21	Fuel and oil	49	37	(12)	401	330	(71)	381	440	540	Annualized actuals
22	Legal fees	54	31	(22)	500	283	(217)	562	378	667	Annualized actuals
23	Professional fees	4	56	52	486	517	30	524	706	673	Less expense in CEO, Fin Svcs
24	Equipment rental	18	18		159	170	11	172	226	219	Less expense in Fac Mgmt & Golf
25	Outside services	142	158	15	1,348	1,277	(70)	1,301	1,692	1,762	Assumed budget for rest of year
26	Repairs and maintenance	65	116	51	435	730	296	550	931	739	Projection
27	Other Operating Expense	35	70	36	392	593	201	493	808	720	Projection
28	Income taxes		2	2	1	19	18	1	25	1	No further tax liability projected
29	Property and sales tax	3	8	5	99	69	(30)	72	92	132	Annualized actuals
30	Insurance	102	110	8	949	994	45	941	1,325	1,495	Higher 10/19 Renewal
31	Cable Programming/Copyright/Franchise	497	410	(87)	3,851	3,694	(156)	3,818	4,926	5,227	More Programming & Franchise Fees
32	Investment expense		3	3	23	31	8	36	41	31	Annualized actuals
33	Net Allocation to Mutuals	(205)	(203)	1	(1,868)	(1,787)	82	(1,846)	(2,390)	(2,491)	Annualized actuals
34	Uncollectible Accounts		2	2	5	19	14	8	25	7	Annualized actuals
35	(Gain)/loss on sale or trade		(6)	(6)	4	(51)	(54)	144	(68)	5	Annualized actuals
36	Depreciation and amortization	369	369		3,388	3,388		3,694	4,517	4,517	Annualized actuals
37	Total expenses	3,430	3,507	80	31,197	31,532	337	31,673	41,943	42,353	
38	Excess of revenues over expenses	\$372	\$205	\$171	\$2,367	\$1,923	\$445	\$992	\$2,675	\$2,301	

STAFF REPORT

DATE: October 23, 2019
FOR: Finance Committee
SUBJECT: 2020 Fee Update – Additional Occupancy Fee

RECOMMENDATION

Board approval of an increase for the GRF Additional Occupant Fee, changing from \$90 to \$100 per month per additional occupant over two, to be effective January 1, 2020.

BACKGROUND

On June 10, 2019 the GRF Board held a special fee review as part of the business planning process, for the purpose of determining adequacy of fees and including non-assessment revenue assumptions in the 2020 Business Plan. One item of discussion was a proposed increase in the GRF Additional Occupant Fee.

Records show that from 1993 – 2003 the additional occupancy fee was a flat amount of \$42 per month per additional occupants in excess of two. In 2004 the fee increased to \$47 per Resolution 90-03-78 and continued to be recalculated each year to equal 25 percent of the annual GRF Assessment. The fee has increased or decreased slightly over the years in correlation with the assessment. Beginning 2018, the fee was changed to a flat fee of \$90 per month per Resolution 90-17-28.

DISCUSSION

The GRF assessment for net operating costs and reserve contributions is divided equally by the number of units in the Community. Each unit is responsible for a pro rata share of the assessment, whether occupancy is one or two individuals. However, when more than two individuals reside in a unit, GRF charges an additional occupant fee, sometimes referred to in prior years as the third-party occupancy fee. The purpose of this fee is to recover costs related to incremental usage when more than two people reside in a manor, as it pertains to GRF amenities and facilities.

FINANCIAL ANALYSIS

Recent experience shows 135 additional occupants are paying this fee. With an increase to \$100 per month for each occupant in excess of two, GRF would generate annual revenue of approximately \$162,000 to offset costs incurred by the extra occupants. The change generates a projected increase of \$16,200 over current \$90 per month fee.

Prepared By: Betty Parker, Chief Financial Officer
Steve Hormuth, Controller

ATTACHMENT(S)

ATT1: Policy Resolution

RESOLUTION 90-19-XX**Additional Occupancy Fee**

WHEREAS, the GRF assessment for net operating costs and reserve contributions is divided equally by the number of units in the Community, regardless of how many individuals occupy a unit.

WHEREAS, an Additional Occupancy Fee is charged for each individual in excess of two occupants residing in unit, to account for additional use of community services and facilities.

WHEREAS, the Board periodically reviews fees as part of the business planning process to determine adequacy of revenues and shared costs.

NOW THEREFORE BE IT RESOLVED, December 5, 2019, that the Board of Directors of this Corporation hereby sets the Additional Occupancy Fee at \$100 per manor per month for each additional occupant over two, to offset costs incurred by the extra occupants, to be effective January 1, 2020.

RESOLVED FURTHER, that such fee shall be reflected on the Fee Schedule.

RESOLVED FURTHER, that Resolution 90-17-28 adopted September 5, 2017 is hereby superseded and cancelled on the effective date of January 1, 2020.

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out this resolution.

November Initial Notification

Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360.

STAFF REPORT

DATE: October 23, 2019
FOR: Finance Committee
SUBJECT: 2020 Fee Update – Late Charge for Fines, Fees and Chargeable Services

RECOMMENDATION

Board approval of an increase in the Chargeable Service Late Charge from \$10.00 per month to \$35.00 per month.

BACKGROUND

On June 10, 2019 the GRF Board held a special fee review as part of the business planning process, for the purpose of determining adequacy of fees and including non-assessment revenue assumptions in the 2020 Business Plan. One item of discussion was a proposed increase in the GRF late charge from \$10.00 to \$35.00 per month of delinquency.

A late charge (fee) is assessed on delinquent chargeable services accounts for services performed for members where the Mutuels are not financially responsible. This fee was established to offset the costs of collection and was last reviewed on January 4, 2005 via resolution 90-05-06.

DISCUSSION

Administrative costs that are offset by the late charge include labor hours incurred contacting residents, management reporting of delinquencies, supplies and postage.

FINANCIAL ANALYSIS

In 2018, there were 749 counts of delinquency with approximately \$7,490 assessed in late fees. Using this as a basis, a net increase of \$18,725 late fee revenue could be assessed for collection in calendar year 2020 if approved by the board.

Prepared By: Betty Parker, Chief Financial Officer
Steve Hormuth, Chief Operations Officer

Committee Routing: Finance Committee

ATTACHMENT(S)
ATT1 – Resolution



RESOLUTION 90-19-XX

Late Charge – Chargeable Services

WHEREAS, certain services and charges for which the corporation is not financially responsible (Fines, Fees, and Chargeable Services) are billed to the members.

WHEREAS, a late charge is assessed on delinquent chargeable service accounts, intended to offset costs associated with collection efforts.

WHEREAS, the board periodically reviews fees as part of the business planning process to determine adequacy of revenues and shared costs.

NOW THEREFORE BE IT RESOLVED, December 3, 2019, that the Board of Directors hereby approves a late charge for fines, fees, and chargeable services performed and billed to residents at a flat fee of \$35 per month, charged 31 days after the date of the original invoice, effective January 1, 2020.

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out the purpose of this resolution.

November Initial Notification

Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360.

STAFF REPORT

DATE: October 23, 2019
FOR: Finance Committee
SUBJECT: Investment Policy Change Recommended by SageView

RECOMMENDATION

The Investment Task Force recommends revising the Golden Rain Foundation Investment Policy (Attachment 1) to allow bond holdings at investment grade ratings and directing SageView to proceed with conversion from individual holdings to an index fund portfolio.

BACKGROUND

On November 6, 2018 an Investment Task Force was formed and chartered to conduct an in-depth analysis of investments on behalf of the Golden Rain Foundation, United Laguna Woods Mutual, and Third Laguna Hills Mutual (Corporations) to ensure exceptional service from a professional investment manager, maximize yields within the Board-approved investment policies, and minimize fees. Based on recommendations from the task force, the board awarded a contract for investment management services to SageView Advisory Group which was executed on October 1, 2019.

On October 3, 2019, the task force held a special meeting with a special invitation to all board members. SageView presented an overview of their firm, went over the transition timeline, and recommended investment policy modifications (Attachment 2). As of mid-October, 100% of the accounts for all Corporations successfully transferred over as in-kind investments from Merrill Lynch to Fidelity via the standard industry process known as ACATS (Automated Customer Account Transfer Service) and are ready for new investment directives.

DISCUSSION

The current investment policy allows up to 30% of the portfolio to be invested in corporate bonds rated A through AAA, specifically A3/A-/A- or better by Moody's/S&P/Fitch. SageView has put together a sample portfolio of index funds that include investment grade bonds, which would require a change in the investment policy language to allow ratings of BBB through AAA, specifically Baa3/BBB-/BBB- or better by Moody's/S&P/Fitch.

FINANCIAL ANALYSIS

Transitioning from an actively managed account to a portfolio of index funds will lower the investment management fees from 20 basis points to 7 basis points, a potential savings of approximately \$25,000 annually assuming an average of \$19M invested.

Prepared By: Betty Parker, CFO
Steve Hormuth, Controller

Attachments:

ATT1 – Investment Policy Resolution
ATT2 – SageView Presentation dated 10/3/2019

RESOLUTION 90-19-XX**GOLDEN RAIN FOUNDATION INVESTMENT POLICY**

RESOLVED, December 3, 2019 that the Managing Agent of this corporation, and an outside Investment Manager are hereby authorized to invest the funds of the corporation which, in the opinion of said managing agent are not required within a reasonable time to pay obligations of the corporation; and

RESOLVED FURTHER, that the Board of Directors of this Corporation hereby authorizes the Managing Agent of this corporation, to retain an Investment Manager and to give that Manager discretion to transact purchases and sales of investments for Golden Rain Foundation's account. Such discretion is subject to the underlying conditions as stated below. The Board will determine the amount to be managed in this discretionary account; and

RESOLVED FURTHER, that all investments on behalf of this corporation must be made with the underlying principles in the following order of priority: (1) safety, (2) liquidity, where applicable, and (3) yield, and are subject to the following conditions:

1. Notification of confirmation shall be given to the managing agent and treasurer of this corporation upon completion of each investment transaction;
2. For funds administered by the Managing Agent in a non-discretionary account, no investment may be sold, withdrawn, redeemed or otherwise converted to cash prior to maturity without a demonstrated immediate need for the funds and the consent of any two of the following: the Treasurer, the President or the 1st or 2nd Vice President of this corporation. Furthermore, if there is a request that an investment be sold, withdrawn or otherwise converted to cash prior to maturity where there has been no demonstrated immediate need, approval must be received from the Board of Directors of this corporation;
3. Funds shall be invested only in authorized investments as provided herein. Authorized investments are limited to:
 - a. obligations of, or fully guaranteed as to principal by, the United States of America;
 - b. Up to 30% of the portfolio may be invested in Corporate Bonds rated BBB through AAA; specifically [Baa3/BBB-/BBB-](#) or better by Moody's/S&P/Fitch. A bond is only required to meet the criteria of one rating service. If a bond does not meet these minimum credit quality criteria in at least one of the above-mentioned rating services, the bond may not be purchased or if owned, must be removed from the portfolio within 30 days. [This removal criteria will not apply to bond mutual funds that have a stated objective of investing in investment grade rated bonds. Removal of downgraded bonds that fall below the investment grade rating will be determined by the fund manager.](#)

- c. No more than 3% of portfolio is to be invested in any one corporate bond issuer; and
 - d. Up to 25% of the portfolio may be invested in Government Sponsored Federal Agencies, namely FNMA (Federal National Mortgage Association – Fannie Mae), FHLMC (Federal Home Loan Mortgage Corporation – Freddie Mac, and FHLB (Federal Home Loan Bank).
4. Investments on behalf of this corporation may be made concurrently with investments made on behalf of other corporations at Laguna Woods Village. However, separate investment receipts will be held in the name of this corporation. Any such investments may be held for the account of the corporation in book-entry form;
5. Any authorized investments, as defined in Item 3 above, previously made by said Managing Agent or Investment Manager, are hereby ratified; and

| **RESOLVED FURTHER**, that Resolution 90-16-22 adopted on June 7, 2016, is hereby superseded and cancelled.



SageView Advisory Group Laguna Woods Village – Investment Task Force

October 3, 2019

DAN QUIRK, CFA, CFP
Senior Investment Advisor

MALLORY ARMIJO, CFA
Investment Analyst

SEE WHERE YOU'RE GOING

MEETING AGENDA

1

SageView Overview

2

Timeline

3

Investment Analytics Review

3

Investment Policy Statement Review

1

SAGEVIEW
OVERVIEW

3



SageView's Milestones and Business Overview

\$100+ B

ASSETS UNDER
ADVISEMENT

24

OFFICE
LOCATIONS

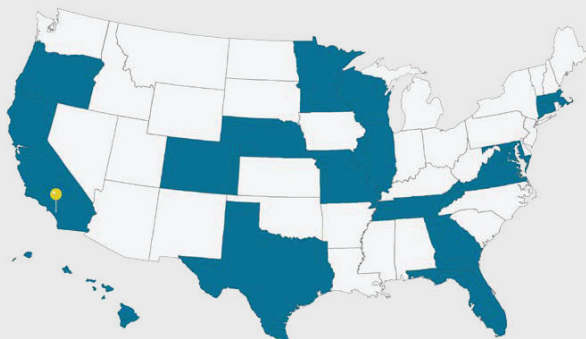
1,200+

Clients

130+

NUMBER OF
EMPLOYEES

OUR LOCATIONS



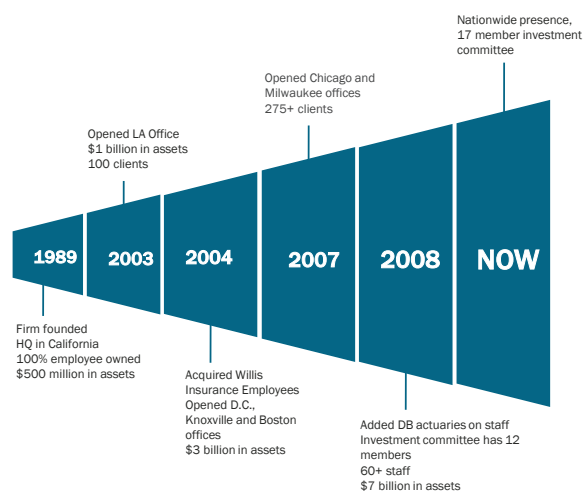
Atlanta, GA
Austin, TX
Boston, MA
Chicago, IL
Dallas, TX
Denver, CO

Honolulu, HI
Houston, TX
Irvine, CA
Kansas City, MO
Knoxville, TN
Los Angeles, CA

Milwaukee, WI
Minneapolis, MN
Nashville, TN
Omaha, NE
Orinda, CA
Pasadena, CA

Portland, OR
Richmond, VA
San Francisco, CA
Washington, DC
West Hartford, CT
West Palm Beach, FL

OUR MILESTONES



2

Timeline

5



Timeline

- September 17, 2019 – Accounts opened at Fidelity for Golden Rain Foundation of Laguna Woods, United Laguna Woods Mutual, and Third Laguna Hills Mutual
- October 1, 2019 – Paperwork submitted to Fidelity to initiate in-kind transfer for all three accounts from Merrill Lynch to Fidelity
- October 10, 2019 – Expected completion date of transfers to Fidelity
- October - November 2019 – Review and approval of modified Investment Policy Statements by the three respective boards
- 2019 - 2020 – Potential transition to mutual/index fund investment structure for all three portfolios. (SageView's recommendation)

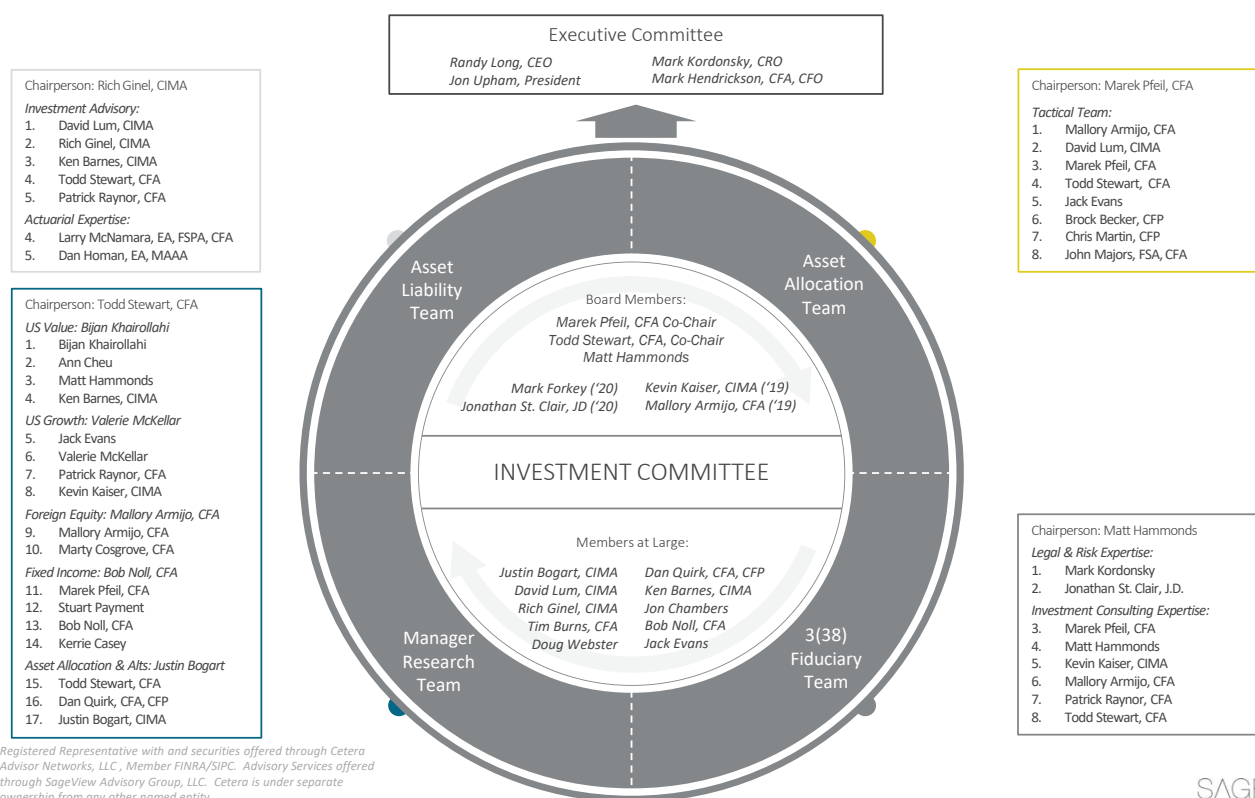
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INVESTMENT
ANALYTICS

7



SageView Investment Team Structure



Registered Representative with and securities offered through Cetera Advisor Networks, LLC, Member FINRA/SIPC. Advisory Services offered through SageView Advisory Group, LLC. Cetera is under separate ownership from any other named entity.

Quantitative and Qualitative Assessment

SageView's quantitative due diligence process is disciplined, metrics-driven, performance-focused, and yet simple to follow and act upon. Informed by behavioral finance, it is uniquely client-focused.

We continually evaluate both our quantitative and qualitative process to ensure that both are dynamic and improving.

QUANTITATIVE MEASURES

Performance Ranking

- Trailing 1, 3, 5 and 10 year returns
- Rolling 12-month returns (10 years)
- Rolling 36-month returns (10 years)

Ratio statistics

- Alpha
- Sharpe Ratio (36 months)
- Up Capture Ratio
- Down Capture Ratio

Style consistency

Expense ratio

QUALITATIVE CRITERIA

- Firm structure/ownership
- Asset size and growth/negative cash flow
- Manager tenure
- Investment team structure
- Investment philosophy and strategy
- Portfolio construction
- Operations, compliance, trading strategies
- Risk controls

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SAGE
VIEW

Sample Portfolio

Fund	Percentage	YTM	Duration	Expense Ratio
Vanguard Treasury Money Market (VUSXX)	5%	2.3%	0.1	0.09%
Fidelity Short-Term Treasury (FUMBX)	30%	2.5%	2.6	0.03%
Fidelity Intermediate-Term Treasury (FUAMX)	10%	2.6%	6.3	0.03%
Vanguard MBS Admiral (VMBSX)	25%	3.3%	4.4	0.07%
Vanguard Short-Term Corporate (VSCSX)	15%	3.3%	2.6	0.07%
Vanguard Intermediate Corporate (VICBX)	15%	3.9%	6.2	0.05%
Total Portfolio	100%	3.0%	3.8	0.05%

Key Attributes:

- Streamlined portfolio construction
- Highly diversified, with thousands of underlying issuers
- Attractive yield of just over 3.04%, 2.97% net of all fees
- Duration of 3.8 years, which can be easily adjusted
- Ultra low expense ratios
- Strong credit quality - 70% Treasury/Agency, 30% IG corporate
- Improved portfolio dynamics, that lowers interest rate risk
- Compares to current portfolios with yields near 2.6% before fees

Rigorous Fund Benchmarking

Fund Performance Summary As of 03/31/2019

Fund Benchmark Category	Asset Class	(%) of Plan	3 Month	YTD	1 Year	3 Years Annualized	5 Years Annualized	10 Years Annualized	Expense Ratio	SageView Ranking
Vanguard Treasury Money Market Investor	Money Market-Taxable	5.00%	0.58	0.58	2.04	1.12	0.69	0.36	0.09	Index
ICE BofAML US 3M Trsy Bill TR USD*			0.60	0.60	2.12	1.19	0.74	0.43		
Cat: Morningstar Money Market - Taxable			0.49	0.49	1.66	0.81	0.50	0.26	0.48	
Fidelity® Shrt-Term Trs Bd Index	Short Government	30.00%	1.26	1.26	3.17	0.90	1.18	1.37	0.03	Index
BBgBarc Treasury 1-5 Yr TR USD*			1.23	1.23	3.17	0.95	1.26	1.45		
Cat: Morningstar Short Government			1.04	1.04	2.43	0.77	0.87	1.20	0.71	
Vanguard Short-Term Corp Bd Idx Admiral	Short-Term Bond	15.00%	2.65	2.65	4.39	2.29	2.19	NA	0.07	Index
BBgBarc USD Corp Bd 1-5 Yr TR USD*			2.61	2.61	4.42	2.41	2.30	4.30		
Cat: Morningstar Short-Term Bond			1.71	1.71	2.97	1.87	1.45	2.77	0.73	
Fidelity® Interm Trs Bd Index	Intermediate Government	10.00%	2.40	2.40	5.30	0.89	2.59	3.01	0.03	Index
BarCap US Treasury 5-10 Yr TR USD*			2.44	2.44	5.28	0.98	2.68	3.10		
Cat: Morningstar Intermediate Government			2.05	2.05	3.77	0.98	1.86	2.53	0.80	
Vanguard Mortgage-Backed Secs Idx Adm	Intermediate Government	25.00%	2.09	2.09	4.22	1.66	2.47	NA	0.07	Index
BBgBarc US MBS Float Adjusted TR USD*			2.12	2.12	4.34	1.75	2.53			
Cat: Morningstar Intermediate Government			2.05	2.05	3.77	0.98	1.86	2.53	0.80	
Vanguard Interm-Term Corp Bd Idx Instl	Corporate Bond	15.00%	5.43	5.43	6.18	3.41	3.91	NA	0.05	Index
BBgBarc US Credit Corp 5-10 Yr TR USD*			5.41	5.41	6.11	3.55	3.98	7.31		
Cat: Morningstar Corporate Bond			5.02	5.02	4.61	3.71	3.58	6.33	0.70	

*Investment Policy Benchmark

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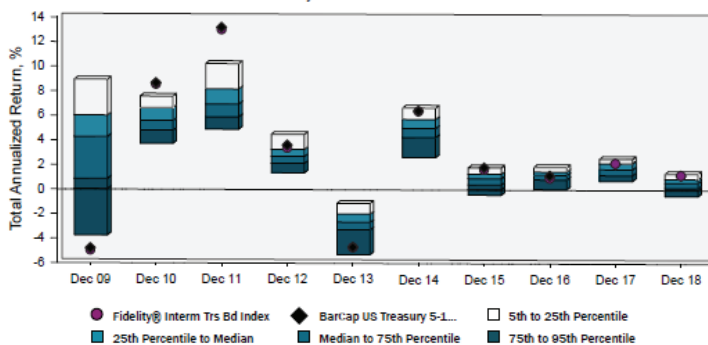
SAGE
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Detailed Fund Level Analytics

Fidelity® Interm Trs Bd Index As of 12/31/2018

	3 Month	YTD	1 Year	3 Year	5 Year	10 Year	Alpha 3Yr	Beta 3Yr	Sharpe Ratio 3Yr	Standard Deviation 3Yr	Expense Ratio
Fidelity® Interm Trs Bd Index	3.49	1.23	1.23	1.46	2.48	2.65	-0.07	1.02	0.12	4.26	0.03
BarCap US Treasury 5-10 Yr TR USD	3.40	1.22	1.22	1.52	2.55	2.76	0.00	1.00	0.14	4.15	-
Morningstar Intermediate Government	1.95	0.51	0.51	1.05	1.76	2.46	-0.15	1.06	0.02	2.50	0.79

Performance To Date
January 2009 - December 2018



Portfolio Composition



cash (0.49%)
Domestic Stock (0.00%)
Foreign Stock (0.00%)
Domestic Bond (99.51%)
Foreign Bond (0.00%)
Preferred Bond (0.00%)
Convertible Bond (0.00%)
Other (0.00%)

Portfolio Statistics

Average Eff. Duration
Average Credit Quality

6.28
AAA

Portfolio Data

Ticker	FUAMX
Prospectus Objective	Government Bond - Treasury
Morningstar Category	Intermediate Government
Net Assets \$MM	\$1.976
Turnover Ratio	43%
Total Number of Holdings	55
Average Mkt Cap \$MM	-
Manager Name	Brandon Bettencourt
Manager Tenure (yrs.)	4.59
Mstar Rating	4

Bond Credit Analysis	Fund	Category
AAA	100.00	94.34
AA	0.00	4.30
A	0.00	0.40
BBB	0.00	0.26
BB	0.00	0.04
B	0.00	0.04
Below B	0.00	0.03
Not Rated	0.00	0.60

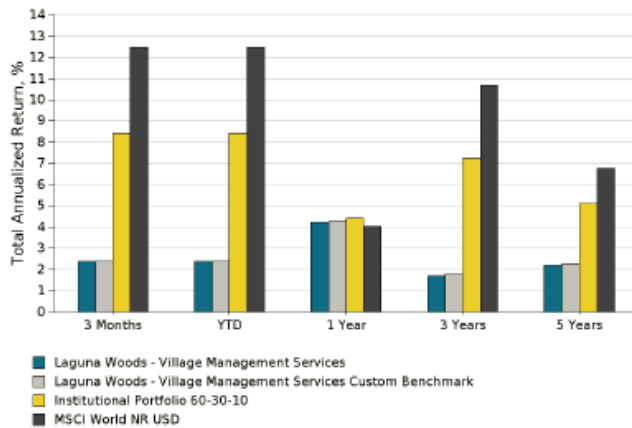
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Rigorous Portfolio Benchmarking

Portfolio Return vs. Custom Benchmark

As of 03/31/2019

Performance As Of March 31, 2019	3 Month	YTD	1 Year	3 Year	5 Year	Std Dev 5 Yr	Prospectus Exp Ratio
Laguna Woods - Village Management Services	2.38	2.38	4.23	1.69	2.19	2.02	0.05
Laguna Woods - Village Management Services Custom Benchmark	2.37	2.37	4.26	1.78	2.26	1.97	NA
Laguna Woods - Village Management Services Custom Category Averages Benchmark	2.06	2.06	3.27	1.45	1.69	1.95	0.73
Institutional Portfolio 60-30-10	8.43	8.43	4.42	7.26	5.10	6.59	NA
MSCI World NR USD	12.48	12.48	4.01	10.68	6.78	10.98	NA



¹Industry Average Exp Ratio 1.04%. Based on plan assets \$10M - \$24.9M

Benchmark	Weight
BBGBarc Treasury 1-5 Yr TR USD	30.00%
BBGBarc US MBS Float Adjusted TR USD	25.00%
BBGBarc USD Corp Bd 1-5 Yr TR USD	15.00%
BBGBarc US Credit Corp 5-10 Yr TR USD	15.00%
BarCap US Treasury 5-10 Yr TR USD	10.00%
ICE BofAML US 3M Trsy Bill TR USD	5.00%

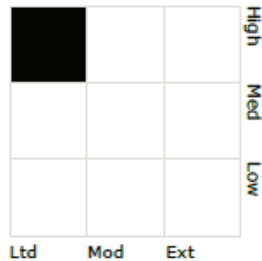
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SAGE
VIEW

Detailed Portfolio Level Analytics

Fixed Income Style Box

Morningstar Fixed Income Style Box™



Fixed-Income Stats

Average Eff Duration	3.9
Average Eff Maturity	6.0
Average Coupon	3.0
Average Price	-

Fixed Income Sectors



Maturity Breakdown

1-3 Yr %	27.44
3-5 Yr %	19.47
5-7 Yr %	13.50
7-10 Yr %	13.50
10-15 Yr %	2.81
15-20 Yr %	1.30
20-30 Yr %	20.39
30+ Yr %	0.91

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Investment Policy
Statement Review

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Investment Policy Statement – Golden Rain Foundation

GOLDEN RAIN FOUNDATION INVESTMENT POLICY

RESOLVED, June 7, 2016 that the Managing Agent of this corporation, and an outside Investment Manager are hereby authorized to invest the funds of the corporation which, in the opinion of said managing agent are not required within a reasonable time to pay obligations of the corporation; and

RESOLVED FURTHER, that the Board of Directors of this Corporation hereby authorizes the Managing Agent of this corporation, to retain an Investment Manager and to give that Manager discretion to transact purchases and sales of investments for Golden Rain Foundation's account. Such discretion is subject to the underlying conditions as stated below. The Board will determine the amount to be managed in this discretionary account; and

RESOLVED FURTHER, that all investments on behalf of this corporation must be made with the underlying principles in the following order of priority: (1) safety, (2) liquidity, where applicable, and (3) yield, and are subject to the following conditions:

1. Notification of confirmation shall be given to the managing agent and treasurer of this corporation upon completion of each investment transaction;
2. For funds administered by the Managing Agent, no investment may be sold, withdrawn, redeemed or otherwise converted to cash prior to maturity without a demonstrated immediate need for the funds and the consent of any two of the following: the Treasurer, the President or the 1st or 2nd Vice President of this corporation. Furthermore, if there is a request that an investment be sold, withdrawn or otherwise converted to cash prior to maturity where there has been no demonstrated immediate need, approval must be received from the Board of Directors of this corporation;
3. Funds shall be invested only in authorized investments as provided herein. Authorized investments are limited to:
 - a. obligations of, or fully guaranteed as to principal by, the United States of America;
 - b. Up to 30% of the portfolio may be invested in Corporate Bonds rated A through AAA; specifically A3/A-/A- or better by Moody's/S&P/Fitch. A bond is only required to meet the criteria of one rating service. If a bond does not meet these minimum credit quality criteria in at least one of the above mentioned rating services, the bond may not be purchased or if owned, must be removed from the portfolio within 30 days.
 - c. No more than 3% of portfolio is to be invested in any one corporate bond issuer; and
 - d. Up to 25% of the portfolio may be invested in Government Sponsored Federal Agencies, namely FNMA (Federal National Mortgage Association – Fannie Mae), FHLMC (Federal Home Loan Mortgage Corporation – Freddie Mac, and FHLB (Federal Home Loan Bank).
4. Investments on behalf of this corporation may be made concurrently with investments made on behalf of other corporations at Laguna Woods Village. However, separate investment receipts will be held in the name of this corporation. Any such investments may be held for the account of the corporation in book-entry form;
5. Any authorized investments, as defined in Item 3 above, previously made by said Managing Agent or Investment Manager, are hereby ratified; and

RESOLVED FURTHER, that Resolution 90-13-23 adopted on March 5, 2013, is hereby superseded and cancelled.

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Investment Policy Statement Modification– Golden Rain Foundation

b. Up to 30% of the portfolio may be invested in investment grade Corporate Bonds rated BBB through AAA; specifically Baa3/BBB-/BBB- or better by Moody's/S&P/Fitch. A bond is only required to meet the criteria of one rating service. If an individually held bond does not meet these minimum credit quality criteria in at least one of the above-mentioned rating services, the bond may not be purchased or if owned, must be removed from the portfolio within 30 days. This removal criteria will not apply to bond mutual funds that have a stated objective of investing in investment grade rated bonds. Removal of bonds downgraded below the investment grade rating will be determined by the fund manager.



Investment Policy Statement – Third Laguna Hills

THIRD LAGUNA HILLS MUTUAL INVESTMENT POLICY

RESOLVED, May 17, 2016, that the Managing Agent of this corporation, and an Investment Manager are hereby authorized to invest the funds of the Corporation which, in the opinion of said Managing Agent are not required within a reasonable time to pay obligations of the corporation; and

RESOLVED FURTHER, that the Board of Directors of this Corporation hereby authorizes the Managing Agent of this Corporation, to retain an Investment Manager and to give that Manager discretion to transact purchases and sales of investments for the Third Laguna Hills Mutual account. Such discretion is subject to the underlying conditions as stated below. The Board will determine the amount to be managed in this discretionary account; and

RESOLVED FURTHER, that all investments on behalf of this Corporation must be made with the underlying principles in the following order of priority: (1) safety, (2) liquidity, where applicable, and (3) yield, and are subject to the following conditions:

1. Notification of confirmation shall be given to the Managing Agent and Treasurer of this Corporation upon completion of each investment transaction;
2. For funds administered by the Managing Agent no investment may be sold, withdrawn, redeemed or otherwise converted to cash prior to maturity without a demonstrated immediate need for the funds and the consent of any two of the Treasurer or the President or 1st Vice President of this Corporation. Furthermore, if a member of the Board of the Corporation desires an investment to be sold, withdrawn, redeemed or otherwise converted to cash prior to maturity, approval must be received from the Board of Directors of this Corporation;
3. No funds shall be invested except in authorized investments as provided herein. Authorized investments limited to:
 - a. obligations of, or fully guaranteed as to principal, by the United States of America;
 - b. Up to 30% of the portfolio may be invested in Corporate Bonds rated A through AAA, specifically A3/A-/A- or better by Moody's/S&P/Fitch. A bond is only required to meet the criteria of one rating service. If a bond does not meet this minimum credit quality criteria in at least one of the above mentioned rating services, the bond may not be purchased or if owned, must be removed from the portfolio within 30 days; and
 - c. No more than 3% of the portfolio is to be invested in any one corporate bond issuer; and
 - d. Up to 25% of the portfolio may be invested in Government Sponsored Federal Agencies, namely FNMA (Federal National Mortgage Association – Fannie Mae), FHLMC (Federal Home Loan Mortgage Corporation – Freddie Mac, and FHLB (Federal Home Loan Bank).
4. Investments on behalf of this Corporation may be made concurrently with investments made on behalf of other corporations at Laguna Woods Village, Laguna Woods, California. However, separate investment receipts will be held in the name of this Corporation. Any such investments may be held for the account of the Corporation in book-entry form;

RESOLVED FURTHER, that Resolution 03-14-52 adopted May 20, 2014 is hereby superseded and canceled; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the resolution as written.



Investment Policy Statement Modification– Third Laguna Hills

b. Up to 30% of the portfolio may be invested in investment grade Corporate Bonds rated BBB through AAA; specifically Baa3/BBB-/BBB- or better by Moody's/S&P/Fitch. A bond is only required to meet the criteria of one rating service. If an individually held bond does not meet these minimum credit quality criteria in at least one of the above-mentioned rating services, the bond may not be purchased or if owned, must be removed from the portfolio within 30 days. This removal criteria will not apply to bond mutual funds that have a stated objective of investing in investment grade rated bonds. Removal of bonds downgraded below the investment grade rating will be determined by the fund manager.



Investment Policy Statement – United Laguna Woods

RESOLUTION 01-17-38**UNITED LAGUNA WOODS MUTUAL INVESTMENT POLICY**

WHEREAS, that Village Management Services Inc., managing agent of this corporation, and an external Investment Manager are hereby authorized to invest the funds of the corporation which, in the opinion of said managing agent are not required within a reasonable time to pay obligations of the corporation; and

NOW THEREFORE BE IT RESOLVED, March 14, 2017, that the Board of Directors of this Corporation hereby authorizes the Managing Agent to retain Merrill Lynch and its affiliate (BlackRock) as Investment Manager and gives that Investment Manager discretion to transact purchases and sales of investments for the United Laguna Woods Mutual account. Such discretion is subject to the underlying conditions as stated below. The Board will determine the amount to be managed in this discretionary account; and

RESOLVED FURTHER, that all investments on behalf of this corporation must be made with the underlying principles in the following order of priority: (1) safety, (2) liquidity, where applicable, and (3) yield, and are subject to the following conditions:

1. Notification of confirmation shall be given to the managing agent and treasurer of this corporation upon completion of each investment transaction;
2. For funds administered by Village Management Services, Inc., known as the "non-discretionary account" no investment may be sold, withdrawn, redeemed or otherwise converted to cash prior to maturity without a demonstrated immediate need for the funds and the consent of the Treasurer and either the President or 1st Vice President of this corporation. Furthermore, if a member of the corporation desires an investment to be sold, withdrawn, redeemed or otherwise converted to cash prior to maturity, approval must be received from the Board of Directors of this corporation;
3. Managed funds, known as the "discretionary account", shall be invested only in authorized investments as provided herein;
 - a. obligations of, or fully guaranteed as to principal, by the United States of America; and
 - b. Up to 20% of the portfolio may be invested in Corporate Bonds rated A through AAA, specifically A3/A-/A- or better by Moody's/S&P/Fitch. A bond is only required to meet the criteria of one rating service. If a bond does not meet this minimum credit quality criteria in at least one of the above mentioned rating services, the bond may not be purchased or if owned, must be removed from the portfolio within 30 days; and
 - c. No more than 3% of the portfolio is to be invested in any one corporate bond issuer;
4. Interim cash balances are to be held in money market funds that are invested in short-term U.S. Treasuries or direct obligations of the U.S. Government;
5. Investments on behalf of this corporation may be made concurrently with investments made on behalf of other corporations at Laguna Woods Village. However, separate investment receipts will be held in the name of this corporation.

Any such investments may be held for the account of the corporation in book-entry form; and

RESOLVED FURTHER, that Resolution 01-16-15, adopted on February 9, 2016 is hereby superseded and cancelled; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution.



Investment Policy Statement Modification– United Laguna Woods

b. Up to 30% of the portfolio may be invested in investment grade Corporate Bonds rated BBB through AAA; specifically Baa3/BBB-/BBB- or better by Moody's/S&P/Fitch. A bond is only required to meet the criteria of one rating service. If an individually held bond does not meet these minimum credit quality criteria in at least one of the above-mentioned rating services, the bond may not be purchased or if owned, must be removed from the portfolio within 30 days. This removal criteria will not apply to bond mutual funds that have a stated objective of investing in investment grade rated bonds. Removal of bonds downgraded below the investment grade rating will be determined by the fund manager.

Note: Recommendation also includes moving from a maximum corporate bond allocation of 20% to 30%, matching Golden Rain and Third Laguna.



THANK YOU

The logo for SageView, featuring the word "SAGE" stacked above "VIEW" in a white, sans-serif font. A thin white diagonal line runs from the top of the letter 'V' in "SAGE" down to the top of the letter 'V' in "VIEW". The logo is centered within a dark teal horizontal band that spans the width of the page.

www.sageviewadvisory.com

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STAFF REPORT

DATE: October 23, 2019
FOR: Finance Committee
SUBJECT: 2020 Fee Policy Update – Recreation

RECOMMENDATION

Board approval of pricing policy updates to reflect fee changes that were incorporated into the 2020 Business Plan and will take effect January 1, 2020.

BACKGROUND

On June 10, 2019 the GRF Board held a special fee review as part of the business planning process, for the purpose of determining adequacy of fees and including non-assessment revenue assumptions in the 2020 Business Plan. All recreational fees were reviewed and proposals were made to adjust fees in the areas of Room Rentals and Exception Rates, Equestrian, Garden Centers, and the Bridge Room.

On September 12, 2019 at the Community Activities Committee meeting a motion was made and carried by a vote of 7-1 to recommend pricing policy updates to reflect fee changes that will take effect on January 1, 2020.

DISCUSSION

Below is a list of revisions that are reflected in the redlined GRF Pricing Policy (ATT 1):

- Revise the Resident Room Reservation split to 20% user fee and 80% shared cost
- Revise to Room Rental Exception Rates to 100% user fee, no shared cost
- Increase Trail Rides fee to a 50/50 split between user fees and shared costs
- Increase Private Lesson fee to a 50/50 split between user fees and shared costs
- Add a 10% Administrative Fee to all options listed on a Stable Feed Menu
- Discontinue Horse Transportation Services at the Equestrian Center
- Horse Trailer Storage Fees will be 50% of RV Lot Rental Fee
- Follow existing pricing policy for Garden Center garden and shade plots, using this same 32/68 percentage split between user fees and shared costs for tree plots
- Increase the Bridge Room Guest Fee from \$4.00 to \$5.00 per guest per visit.
- Require 4 hour minimum rentals for Reservation Exceptions Rates for large ballrooms and main lounges.
- Allow emergency veterinarian transportation services at members expense.

FINANCIAL ANALYSIS

Revenue assumptions for these various fee changes have been incorporated into the 2020 Business Plan.

Prepared By: Betty Parker, Chief Financial Officer

Reviewed By: Brian Gruner, Recreation and Special Events Director

Siobhan Foster, Chief Operating Officer

Committee Routing: Community Activities Committee
Finance Committee

ATTACHMENT(S)

ATT 1: GRF Pricing Policies - Redlined

RESOLUTION 90-19-XX

Room Reservation Rate Pricing Policy

WHEREAS, according to Resolution 90-12-132, which established guidelines for shared costs and fees, certain fees can be imposed upon users of various recreational facilities in order to control crowding, to minimize over-usage, and to recover operating costs.

WHEREAS, the board periodically reviews fees as part of the business planning process to determine adequacy of revenues and shared costs and their adoption of the 2020 Business Plan included certain fee changes.

NOW THEREFORE BE IT RESOLVED, December 3, 2019, that the Board of Directors of this Corporation hereby adopts the following revisions to the Room Reservation Rate Pricing Policy:

Resident Room Reservation Fee

- I. An equal hourly rate will be applied for private party, club and church/religious reservations.
- II. A Resident Room Reservation Fee shall be charged for the amount of time required for the use of a reservable room, beginning with a two-hour minimum and increasing in hourly increments thereafter, with large ballrooms and main lounges requiring a four-hour minimum.
- III. A Setup Fee shall be charged for the time blocked out prior to and/or after each reservation necessary to prepare/cleanup the room, during which the room is not available to other users.
- IV. The reservation and setup fees shall be based on the estimated hourly cost of each reservable room, rounded up to the nearest dollar, and will be adjusted annually on the basis of annual operational costs, capital costs, reservable hours, and a percentage to be shared by the Community at large.
- V. The percentage to be shared by the Community at large to maintain an equitable and reasonable division between the user and the monthly assessment shall be ~~82~~ 80 percent for all rooms.
- VI. The charge for Performing Arts Center Auditorium Event with Admission shall be a flat fee of \$395 per day.

Reservation Exception Rates

A rate that is different from the resident rate shall apply to all room reservations that meet the criteria for the "Exception Rate" as defined in the GRF Recreation Department Policy. This rate shall be applied as follows:

- I. An exception rate room reservation fee shall be charged for the amount of time required for the use of a reservable room, beginning with a two-hour minimum and increasing in hourly increments thereafter with large ballrooms and main lounges requiring a four-hour minimum.
- II. In the case of the Performing Arts Center Auditorium, the exception rate room reservation fee shall be charged on a daily basis.
- III. A setup fee shall be charged for the time blocked out prior to and/or after each reservation necessary to prepare/clean-up the room, during which the room is not available to other users.
- IV. The exception rate room reservation fee and setup fee shall be based on the lowest hourly rental fee charged for similar facilities outside of the Village, but in the local area, ~~discounted by 50 percent~~; and rounded up to the nearest dollar.
- V. For Performing Arts Center Auditorium, the exception rate shall be based on the lowest daily per-seat rental fee charged for similar facilities outside of the Village, but in the local area, ~~discounted by 50 percent~~; and rounded up to the nearest dollar.
- VI. The exception rate room reservation fees will be adjusted periodically on the basis of changes in the external rental fees and the percentage discount; then reflected on the fee schedule.

RESOLVED FURTHER, that this resolution shall be effective January 1, 2020, at which time Resolution 90-17-36 adopted November 7, 2017, is hereby superseded and canceled; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution.

November Initial Notification

Should the board endorse the proposed revisions, staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360.

RESOLUTION 90-19-XX**Equestrian Center Pricing Policy**

WHEREAS, according to Resolution 90-12-132, which established guidelines for shared costs and fees, certain fees can be imposed upon users of various recreational facilities in order to control crowding, to minimize over-usage, and to recover operating costs.

WHEREAS, the board periodically reviews fees as part of the business planning process to determine adequacy of revenues and shared costs and their adoption of the 2020 Business Plan included certain fee changes.

NOW THEREFORE BE IT RESOLVED, December 3, 2019, that the Board of Directors of the Corporation hereby adopts a revised GRF Pricing policy relative to the Equestrian Center:

Horse Boarding and Horse Feed Fees

- A Horse Boarding Fee shall be charged, monthly, to residents who wish to board their horse(s) at the Equestrian Center.
- The fee, rounded up to the nearest dollar, shall be based on the estimated monthly cost to board a resident's owned or leased horse, and **65%** shared (subsidized) by the community at large.
- The fee will be adjusted annually on the basis of changes to the operational costs, depreciation costs, and percentage shared by the community at large.
- The GRF Board of Directors will periodically review the estimated monthly cost of boarded horses and determine what shared percentage to apply in order to maintain an equitable and reasonable division between the user and the monthly assessment (per Resolution 90-12-132, Guidelines for Shared Costs and Fees).
- The cost of feed will be fully absorbed by the resident based on their selection from the menu of options with the addition of a 10% Administrative Service Fee.

Horse Trailer Storage & Horse Transportation Fees

- If space allows, residents may store their horse trailers at the Equestrian Center. The fee to store a horse trailer shall be 50% of the the same as that charged charge for a recreational vehicle in the RV Storage Lots.
- ~~GRF shall be reimbursed the cost of transporting a horse for a resident. The costs include: labor, fuel, and wear and tear on the trailer and vehicle.~~
- Emergency veterinarian transportation services only will be offered at member reimbursement.

-

Trail Ride Fees

- A separate fee shall be charged for trail rides for residents and their guest(s).
- The fees, rounded up to the nearest dollar, shall be based on: the estimated hourly cost of labor and the cost of the horse used to lead the trail ride; and
 - for residents, ~~50%~~ 64% shared (subsidized) by the community at large
 - for guests, 25% mark up.
- The fee will be adjusted annually on the basis of changes to the operational costs, depreciation costs, percentage shared by the community at large for residents, and percentage mark up for guests.

Lesson Fees

- Fees shall be charged for individual and group lessons for residents and their guest(s).
- The fees, rounded up to the nearest dollar, shall be based on: the estimated hourly cost of labor and the cost of the horse used to provide the lesson; and
 - for residents, ~~50%~~ 64% shared (subsidized) by the community at large
 - for guests, 25% mark up.
- The fee will be adjusted annually on the basis of changes to the operational costs, depreciation costs, percentage shared by the community at large for residents, and percentage mark up for guests.

Horse Rental Fee

- A resident fee and a guest fee shall be charged for the use of a GRF owned horse for lessons and trail rides.
- The fees, rounded up to the nearest dollar, shall be based on the estimated hourly cost of a GRF owned horse; and
 - for residents, ~~50%~~ 64%-shared (subsidized) by the community at large
 - for guests, 25% mark up.
- The fee will be adjusted annually on the basis of changes to the operational costs, depreciation costs, percentage shared by the community at large for residents, and percentage mark up for guests.

RESOLVED FURTHER, that this resolution shall be effective January 1, 2020, at which time Resolution 90-15-02 adopted January 6, 2015, is hereby superseded and canceled; and

RESOLVED FURTHER, that the officers and agents of this Corporation are directed on behalf of the Corporation to carry out this resolution.



November Initial Notification

Should the board endorse the proposed revisions, staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360.

RESOLUTION 90-19-XX

Garden Center Pricing Policy

WHEREAS, according to Resolution 90-12-132, which established guidelines for shared costs and certain fees, can be imposed upon users of various recreational facilities in order to control crowding, to minimize over-usage, and to recover operating costs.

WHEREAS, the board periodically reviews fees as part of the business planning process to determine adequacy of revenues and shared costs and their adoption of the 2020 Business Plan included certain fee changes.

NOW THEREFORE BE IT RESOLVED, November 5, 2019, that the Board of Directors of the Corporation hereby adopts the GRF Garden Center Pricing Policy:

Garden Center Rental Pricing Policy

- Garden Plot Rental Fee shall be charged annually for each type of plot (Garden Plot, Tree Plot, and Shade Area Bench)
- The Plot Rental Fee, rounded up to the nearest dollar, shall be based on the estimated annual per square foot cost of the facility applied to the maximum square feet per size category of Garden plots and the average square feet for Tree and Shade Area Bench Plots; and will be adjusted annually on the basis of annual operational costs, capital costs, and the percentage(s) shared (subsidized) by the community at large as illustrated in the table below:

Plot Type	Percentage Shared by the Community*
Garden Plots	68
Tree Plots	68 99
Shade Area Bench	68

*Per Resolution 90-12-132, Guidelines for Shared Costs & Fees, 1% to 99%

If grandfathered up to 400 Sq. Ft., the resident will pay for two Garden plots.

- The GRF Board of Directors will periodically review the estimated annual cost of each plot type and determine what shared percentage to apply in



order to maintain an equitable and reasonable division between the user and the monthly assessment (per Resolution 90-12-132, Guidelines for Shared Costs and Fees)

RESOLVED FURTHER, that rototilling and plot clean-up services will become chargeable services and shall be removed from the Fee Schedule;

RESOLVED FURTHER, that this resolution shall be effective January 1, 2020 at which time Resolution 90-17-05 adopted February 7, 2017, is hereby superseded and canceled; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution.

November Initial Notification

Should the board endorse the proposed revisions, staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360.



RESOLUTION 90-19-XX

Bridge Room Guest Fee

WHEREAS, according to Resolution 90-12-132, which established guidelines for shared costs and fees certain fees, can be imposed upon users of various recreational facilities in order to control crowding, to minimize over-usage, and to recover operating costs.

WHEREAS, on December 2, 2008, by way of Resolution 90-08-92, the Board of Directors of this Corporation approved the current Bridge Room Guest Fee of \$4.00 per guest per day.

WHEREAS, the board periodically reviews fees as part of the business planning process to determine adequacy of revenues and shared costs and their adoption of the 2020 Business Plan included certain fee changes.

NOW THEREFORE BE IT RESOLVED, December 3, 2019 that the Board of Directors hereby revises the Bridge Room Guest Fee to \$5.00 per guest per day.

RESOLVED FURTHER, that guest fees shall be collected on behalf of and submitted to GRF in a timely manner with accounting records.

RESOLVED FURTHER, that this resolution shall be effective January 1, 2020, at which time Resolution 90-08-92 adopted December 2, 2008 is hereby superseded and canceled; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution.

November Initial Notification

Should the board endorse the proposed revisions, staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360.



SCHEDULE OF ROOM RENTAL FEES - RESIDENTS

Subsidy = 80% Shared / 20% User Fee

Reservable Room*	2019 Rate Per Hour	2019 2-Hr Min w/Setup	2020 Rate Per Hour	2020 2-Hr Min w/Setup
CC Rooms & Conference Rooms				
CC - Elm Room	\$1.00	\$3.00	\$1.00	\$3.00
CC - Pine Room	\$1.00	\$3.00	\$1.00	\$3.00
CH1 - Conference Room	\$1.00	\$2.00	\$1.00	\$2.00
PAC - Conference Room	\$1.00	\$2.00	\$1.00	\$2.00
VG - Clubroom 1	\$2.00	\$5.00	\$5.00	\$13.00
VG - Clubroom 2	\$2.00	\$5.00	\$5.00	\$13.00
VG - Clubroom 3	\$2.00	\$5.00	\$5.00	\$13.00
Multi-Purpose Rooms				
CH1 - Multi-Purpose Room	\$3.00	\$9.00	\$3.00	\$9.00
CH1 - Art Studio	\$3.00	\$9.00	\$3.00	\$9.00
CH5 - Multipurpose Room	\$3.00	\$9.00	\$3.00	\$9.00
CH6 - Multipurpose Room	\$2.00	\$6.00	\$2.00	\$6.00
Small Dining Rooms				
CH1 - Dining Room 2	\$1.00	\$3.00	\$1.00	\$3.00
CH1 - Dining Room 3	\$1.00	\$3.00	\$1.00	\$3.00
CH2 - The Los Olivos	\$1.00	\$3.00	\$1.00	\$3.00
CH2 - The Grevillea	\$1.00	\$3.00	\$1.00	\$3.00
Large Dining Rooms				
PAC - Dining Room 1	\$5.00	\$15.00	\$5.00	\$15.00
PAC - Dining Room 2	\$5.00	\$15.00	\$5.00	\$15.00
Other				
PAC - Rehearsal Room	\$2.00	\$6.00	\$2.00	\$6.00
PAC - Auditorium	\$17.00	\$34.00	\$19.00	\$38.00
PAC - Auditorium Performance Package	\$20.00	\$40.00	\$23.00	\$46.00
PAC - Auditorium Event w/Admission	\$395 per day		\$395 per day	
All Patios	Patios are only available by renting the adjacent room. See rates above.		Patios are only available by renting the adjacent room. See rates above.	

Reservable Room*	2019 Room Rate per Hour	2019 4-Hr Min w/Setup	2020 Room Rate per Hour	2020 4-Hr Min w/Setup
Main Lounges				
CH1 - Main Lounge	\$7.00	\$41.00	\$8.00	\$47.00
CH2 - The Sequoia (Including Patio)	\$8.00	\$47.00	\$10.00	\$59.00
CH5 - Main Lounge (Stage Side) Total	\$11.00	\$61.00	\$13.00	\$71.00
CH5 - Main Lounge (Back Side) Total	\$8.00	\$44.00	\$9.00	\$49.00
CH5 - Main Lounge (All) Total	\$17.00	\$101.00	\$19.00	\$113.00
CH6 - Main Lounge	\$5.00	\$25.00	\$6.00	\$30.00
CH7 - Main Lounge	\$5.00	\$28.00	\$7.00	\$38.00

* CC = Community Center; CH = Clubhouse; PAC = Performing Arts Center; VG = Village Greens

SCHEDULE OF ROOM RENTAL FEES - EXCEPTION RATES

Subsidy = 0% Shared / 100% User Fee

Reservable Room*	2019 Rate Per Hour	2019 2-Hr Min w/Setup	2020 Rate Per Hour	2020 2-Hr Min w/Setup
CC Rooms & Conference Rooms				
CC - Elm Room	\$14.00	\$35.00	\$27.00	\$68.00
CC - Pine Room	\$12.00	\$30.00	\$24.00	\$60.00
CC - Spruce Room	\$15.00	\$38.00	\$30.00	\$75.00
CH1 - Conference Room	\$5.00	\$10.00	\$10.00	\$20.00
PAC - Conference Room	\$6.00	\$12.00	\$12.00	\$24.00
VG - Clubroom 1	\$10.00	\$25.00	\$20.00	\$50.00
VG - Clubroom 2	\$10.00	\$25.00	\$20.00	\$50.00
VG - Clubroom 3	\$10.00	\$25.00	\$20.00	\$50.00
Multi-Purpose Rooms				
CH1 - Multi-Purpose Room	\$33.00	\$99.00	\$66.00	\$198.00
CH1 - Art Studio	\$40.00	\$120.00	\$80.00	\$240.00
CH5 - Multipurpose Room 1	\$26.00	\$78.00	\$52.00	\$156.00
CH6 - Multipurpose Room	\$16.00	\$48.00	\$32.00	\$96.00
Small Dining Rooms				
CH1 - Dining Room 2	\$32.00	\$96.00	\$63.00	\$189.00
CH1 - Dining Room 3	\$32.00	\$96.00	\$63.00	\$189.00
CH2 - The Los Olivos	\$28.00	\$84.00	\$55.00	\$165.00
CH2 - The Grevillea	\$28.00	\$84.00	\$56.00	\$168.00
Large Dining Rooms				
PAC - Dining Room 1	\$57.00	\$285.00	\$114.00	\$570.00
PAC - Dining Room 2	\$57.00	\$285.00	\$114.00	\$570.00
Other				
PAC - Rehearsal Room	\$24.00	\$72.00	\$48.00	\$144.00
PAC - Auditorium	\$1,454.00		\$2,908.00	
PAC - Auditorium Performance Package	\$1,454.00		\$2,908.00	

Reservable Room*	2019 Rate Per Hour	2019 4-Hr Min w/Setup	2020 Rate Per Hour	2020 4-Hr Min w/Setup
Main Lounges				
CH1 - Main Lounge	\$126.00	\$755.00	\$251.00	\$1,505.00
CH2 - The Sequoia (Including Patio)	\$128.00	\$768.00	\$256.00	\$1,535.00
CH5 - Main Lounge (Stage Side) Total	\$173.00	\$952.00	\$346.00	\$1,903.00
CH5 - Main Lounge (Back Side) Total	\$125.00	\$687.00	\$250.00	\$1,374.00
CH5 - Main Lounge (All) Total	\$242.00	\$1,452.00	\$484.00	\$2,903.00
CH6 - Main Lounge	\$46.00	\$230.00	\$91.00	\$455.00
CH7 - Main Lounge	\$105.00	\$577.00	\$210.00	\$1,154.00

* CC = Community Center; CH = Clubhouse; PAC = Performing Arts Center; VG = Village Greens

SCHEDULE OF GOLF FEES

DESCRIPTION	2019 Fee	2020 Fee
Carts & Clubs		
Cart Registration, Single Use	\$8.00	\$8.00
Cart Registration, Annual Pass	\$60.00	\$60.00
Cart Rental, 18 Holes	\$15.00	\$15.00
Cart Rental, 9 Holes	\$8.00	\$8.00
Cart Rental, Hand Pulled	\$1.00	\$1.00
Club Rental	\$25.00	\$25.00
Club Storage (locker), Annual Fee	\$45.00	\$45.00
Club Storage (locker) , Monthly	\$12.00	\$12.00
Driving Range		
Driving Range, Large Bucket	\$3.00	\$3.00
Driving Range, Small Bucket	\$2.00	\$2.00
Driving Range, Quarter Bucket	\$1.00	\$1.00
Greens Fee, 27 Hole Course, 18 Holes		
Members	\$16.00	\$16.00
Guests, Weekday	\$35.00	\$35.00
Guests, Weekend	\$55.00	\$55.00
Greens Fee, 27 Hole Course, 9 Holes		
Members	\$8.00	\$8.00
Guests, Weekday	\$18.00	\$18.00
Guests, Weekend	\$28.00	\$28.00
Greens Fee, Par 3 Course, 18 Holes		
Members	\$10.00	\$10.00
Guests	\$16.00	\$16.00
Greens Fee, Par 3 Course, 9 Holes		
Members	\$6.00	\$6.00
Guests	\$8.00	\$8.00

SCHEDULE OF RESIDENT FEES

DESCRIPTION	2019 Fee	2020 Fee
Additional Occupant Fee (GRF)	\$90.00	\$100.00
Late Charge - Chargeable Services	\$10.00	\$35.00
Photocopy Fees	Varies	Varies
Replace Lost/Stolen ID Card	\$25.00	\$25.00
Trust Facilities Fee	\$5,000	\$5,000
COMPLIANCE		
Additional Contractor Vehicle Pass, Per Vehicle	\$15.00	\$15.00
Construction Contractor Work Pass	\$250.00	\$250.00
Replacement of Contractor Vehicle Pass, Per Pass	\$25.00	\$25.00
Illegal Dumping Reward	Varies	Varies
COMMUNITY CENTER		
Electric Vehicle Charging Fee	\$0.17 Per kWh	\$0.17 Per kWh
EQUESTRIAN CENTER		
Horse Care Services (per day)	\$35.00	\$35.00
Horse Boarding Fee	\$234.00	\$319.00
Horse Feed - Pellets	\$32.00	\$39.60
Horse Feed - Alfalfa Hay	\$39.00	\$56.10
Horse Feed - Teff Hay	\$53.00	\$69.30
Horse Feed - Bermuda Hay	\$60.00	n/a
Horse Feed - Orchard Hay	\$82.00	\$99.00
Horse Feed - Timothy Hay	\$90.00	\$105.60
Resident trail ride, per hour on GRF horse	\$4.00	\$6.00
Horse rental, per hour	\$3.00	\$5.00
Horse rental, per 1/2 hour	\$2.00	\$3.00
Lessons, private, per hour	\$18.00	\$29.00
Lessons, private, per 1/2 hour	\$9.00	\$15.00
Lessons, group, per hour, per person	\$4.00	\$6.00
Lessons, group, per 1/2 hour per person	\$2.00	\$3.00
Storage, horse trailer	\$160.00	\$160.00
Hauling horse in trailer (per hour)	\$29.21	n/a
Hauling horse in trailer (per mile)	\$0.54	n/a
GARDEN CENTERS		
Garden Plot	\$50.00	\$57.00
Shade Area Benches	\$10.00	\$11.00
Tree Plot	\$30.00	\$101.00
LOCKER RENTAL (Annual)		
Billiard Room - Clubhouse 1	\$9.00	\$10.00
Billiard Room - PAC	\$9.00	\$9.00
Clubhouse 2	\$31.00	\$33.00
Clubhouse 4 - Outside	\$13.00	\$13.00
Golf Club Locker	\$45.00	\$45.00
Club Storage (locker) , Monthly	\$12.00	\$12.00
Jewelry Locker - Inside	\$8.00	\$8.00
Table Tennis	\$10.00	\$11.00
BROADBAND SERVICES		
Digital Installation Fee (first TV/device)	\$30.00	\$40.00
Digital Installation Fee (additional TV/device)	\$0.00	\$20.00
Service Call	\$30.00	\$30.00
Cable Outlet Standard Extension Fee	\$50.00	\$50.00
Cable Outlet Major Extension Fee (starting fee and up)	\$100.00	\$100.00

SCHEDULE OF RESIDENT FEES

DESCRIPTION	2019 Fee	2020 Fee
TiVo Single Device Install (including CableCARD Installation)	\$50.00	\$50.00
TiVo Whole Home Install (Multiple Devices)	\$100.00	\$100.00
CableCARD Purchase	\$95.00	\$95.00
CableCARD Programming Access Fee (monthly)	\$4.95	\$4.95
HD Converter Fee (monthly)	\$7.95	\$7.95
Standard Set Top Box/TV (monthly)	\$7.25	N/A
Digital Set Top Box/HD (monthly)	\$13.25	\$13.25
Digital Set Top Box/2 Tuner DVR (monthly, first box)	\$19.25	\$19.25
Digital Set Top Box/2 Tuner DVR (monthly, additional box)	\$13.25	\$13.25
Polaris Remote Control Purchase (Replacement)	\$10.00	\$12.00
TiVo Whole Home/ 6 Tuner DVR (monthly)	\$24.95	\$24.95
TiVo Whole Home/Mini Set Top Box (monthly)	\$7.95	\$7.95
TiVo Bridge Adaptor (for Whole Home Service)	\$50.00	\$50.00
TiVo Remote Control Purchase (Replacement)	\$10.00	\$15.00
Cinemax Package (monthly)	\$14.25	\$14.25
HBO Package (monthly)	\$17.25	\$17.25
Showtime Package (monthly)	\$14.25	\$14.25
Starz/Encore Package (monthly)	\$14.25	\$14.25
Foreign Language Channels (monthly)	\$10-\$15	\$10-\$15
Adult (PBC) Channel (monthly)	\$15.00	\$15.00
Adult Pay-Per-View (Per Event)	\$9.00	\$9.00
Power Cords (Replacement, Lost/Stolen)	\$15.00	\$15.00
HD Converter Recovery Fee (Lost/Stolen)	\$55.00	\$60.00
Digital Set Top Box/HD Recovery Fee (Lost/Stolen)	\$250.00	\$100.00
Digital Set Top Box/2 Tuner DVR Recovery Fee (Lost/Stolen)	\$500.00	\$275.00
TiVo Whole Home/ 6 Tuner DVR Recovery Fee (Lost/Stolen)	\$0.00	\$350.00
TiVo Whole Home/Mini Set Top Box Recovery Fee (Lost/Stolen)	\$0.00	\$100.00
RECREATION		
Bartending Service Fee	Varies	Varies
Catering Fee	\$1.00/plate	\$1.00/plate
Kitchen Fee - Small Dining Room (CH1 & CH2 Dining Rooms, CH 6 Main Lounges)	\$25.00	\$25.00
Kitchen Fee - Large Dining Room (PAC Dining Rooms, CH 1, 2, 5, 7 Main Lounges)	\$50.00	\$50.00
Lessons, Fitness Trainer	Varies	Varies
Lessons, Golf Pro	Varies	Varies
Lessons, Tennis Pro	Varies	Varies
Recreation Class Fees	Varies	Varies
RV LOT		
RV Storage - Commercial Vehicles	n/a	\$640.00
RV Storage - Annual Fee	\$320.00	\$320.00
RV Lot Key/Card Deposit	\$10.00	\$10.00
RV Lot Key/Card Replacement	\$25.00	\$25.00
SECURITY		
Additional Smoke Detector Installation	\$8.00	\$8.00
Auto Decal	Free	Free
Auto Decal - Non-Return Fee	\$125.00	\$125.00
Resident ID Card - Non-Return Fee	\$125.00	\$125.00
Auto Decal - RFID	\$25.00	\$25.00
Cut off padlocks (per cut)	\$8.00	\$8.00
Estate Sale - First Day	\$50.00	\$50.00
Estate Sale - Additional Day	\$40.00	\$40.00
Gate Pass Replacement - Business	\$15.00	\$15.00
Schedule of Traffic Monetary Penalties	Varies	Varies

SCHEDULE OF GUEST FEES

DESCRIPTION	2019 FEE	2020 FEE
AQUATICS		
Use of pool facilities, children and adults*	Free	Free
CLUBHOUSES		
Bridge Room Guest Fee	\$4.00	\$5.00
COMMUNITY CENTER		
Electric Vehicle Charging Fee	\$0.30 Per kWh	\$0.30 Per kWh
EQUESTRIAN CENTER		
Trail ride, adult, per hour	\$13.00	\$15.00
Trail ride, child, per hour	\$13.00	\$15.00
Lessons, private, per hour	\$63.00	\$72.00
Lessons, group, per hour	\$13.00	\$15.00
Lessons, private, per 1/2 hour	\$32.00	\$36.00
Lessons, group, per 1/2 hour	\$7.00	\$8.00
Horse rental, per hour	\$9.00	\$12.00
Horse rental, per 1/2 hour	\$5.00	\$6.00
EMERITUS		
Student Parking Pass - Fall and Spring Sessions	\$20.00	\$50.00
Student Parking Pass - Summer Session	\$10.00	\$20.00
FITNESS CENTER		
Use of equipment room, per day*	Free	Free

*Res 90-19-10 & 90-19-11 Suspension of Pool and Fitness Guest Fees