



**REGULAR MEETING OF THE FINANCE COMMITTEE\***

**Wednesday, December 21, 2022 - 1:30 p.m.  
Laguna Woods Village Board Room/Virtual Meeting  
24351 El Toro Road,  
Laguna Woods, CA 92637**

Laguna Woods Village owners/residents are welcome to participate in all open committee meetings and submit comments or questions regarding virtual meetings using one of two options:

1. Join the Committee meeting via a Zoom link at: <https://us06web.zoom.us/j/83185869622> or by calling 669-900-6833 Access Code: 83185869622
2. Via email to [meeting@vmsinc.org](mailto:meeting@vmsinc.org) any time before the meeting is scheduled to begin or during the meeting. Please use the name of the committee in the subject line of the email. Name and unit number must be included.

**NOTICE AND AGENDA**

*This Meeting May Be Recorded*

1. Call to Order
2. Acknowledgement of Media
3. Approval of the Agenda
4. Approval of Meeting Report for October 19, 2022
5. Chair's Remarks
6. Member Comments (Items Not on the Agenda)

**Items for Discussion:**

7. Department Head Update
8. Preliminary Financial Statements dated November 30, 2022
9. Discretionary Investment Bond Fund Education - SageView
10. Endorsements from Standing Committees
  - a) Communities Activity Committee – GRF Credit Card and Transaction Fee

**Items for Future Agendas:**

**Concluding Business:**

- Committee Member Comments
- Date of Next Meeting: Wednesday, February 15, 2023 at 1:30pm
- Recess to Closed Session

\*A quorum of the GRF Board or more may also be present at the meeting.

Jim Hopkins, Chair  
Steve Hormuth, Staff Officer  
Telephone: 949-597-4201





**FINANCE COMMITTEE MEETING  
REPORT OF THE REGULAR OPEN SESSION**

Wednesday, October 19, 2022 – 1:30 p.m.  
Hybrid Meeting

**DIRECTORS PRESENT:** Jim Hopkins – Chair, Elsie Addington, Mark Laws, Jim Cook  
(Alternate for Donna Rane Szostak), Azar Asgari, Lenny Ross, Diane Casey

**DIRECTORS ABSENT:** Donna Rane-Szostak, Debbie Dotson, Pat English

**ADVISORS PRESENT:** Rosemarie DiLorenzo

**STAFF PRESENT:** Steve Hormuth, Jose Campos, Erika Hernandez

**OTHERS PRESENT:** GRF – Bunny Carpenter, Egon Garthoffner, Juanita Skillman, Reza Karimi, Joan Milliman

**Call to Order**

Director James Hopkins chaired the meeting and was called to order at 1:34 p.m.

**Acknowledgement of Media**

The meeting was streamed via Zoom for members of the community to participate virtually.

**Approval of Meeting Agenda**

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

**Approval of the Regular Meeting Report of August 17, 2022**

A motion was made and carried unanimously to approve the committee report with the following change:

- Move Debbie Dotson's and Diane Casey's name from "Directors Present" to "Others Present".

**Chair Remarks**

Director Hopkins made a statement in response to an entry submitted in the Global by a member.

**Member Comments (Items Not on the Agenda)**

None.

**Department Head Update**

Steve Hormuth, Director of Financial Services, briefly touched base on GRF's investment portfolio as of September 30, 2022 and the upcoming meetings calendar.

### **Review Preliminary Financial Statements dated September 30, 2022**

The committee reviewed the financial statements dated September 30, 2022. Questions were addressed.

### **Proposed Defunding at Year End**

Jose Campos, Assistant Director of Financial Services, presented a staff report recommending to defund capital projects as follows: three items from the Equipment fund, one from Facilities Fund and reducing one from the Equipment Fund by December 31, 2022. The capital items will be closed out at year end and be replaced with 2023 capital items. A motion was made and moved by Director Elsie Addington to accept staff's recommendation to be presented at the next board meeting. Director Sue Stephens seconded. Discussion ensued. Hearing no objections, the motion passed unanimously.

### **Endorsement from Standing Committees**

Communities Activity Committee – Garden Center Rental Fees. Steve Hormuth presented a staff report provided by the CAC recommending the board to approve the proposed schedule of Garden Rental Fees with effective date January 1, 2023. A motion was made and moved by Director Addington to accept and endorse this recommendation to be presented at the next Board meeting. Director Azar Asgari seconded. Discussion ensued. Hearing no objections, the motion passed by unanimous decision.

Security and Community Access Committee – Aliso Creek "No bicycle Signage". Steve Hormuth presented a staff report provided by the SCAC recommending a supplemental appropriation in the amount of \$740 from the Equipment fund for the purpose of adding 4 universal "Bicycles are prohibited" signage to the main entrance of the Aliso Creek Park. A motion was made and moved by Director Stephens to accept and endorse staff recommendation to be presented at the next board meeting. Director Addington seconded. Discussion ensued.

Director Stephens retracted her motion. No vote took place.

Director Diane Casey left at 3:40pm.

Director Hopkins made a motion to send the report back to the SCAC committee with recommendations for consideration. Hearing no objections, the motion passed unanimously.

### **Future Agenda Items**

None.

### **Committee Member Comments**

None.

### **Date of Next Meeting**

Wednesday, December 21, 2022 at 1:30 p.m.

### **Recess to Closed Session**

The meeting recessed to closed session at 3:44 p.m.

*JW HOPKINS*

JW HOPKINS (Oct 30, 2022 18:57 PDT)

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James Hopkins, Chair

## MEMORANDUM

To: GRF Finance Committee  
 From: Steve Hormuth, Director of Financial Services  
 Date: December 21, 2022  
 Re: Department Head Update

### Financial Highlights

- SUMMARY:** As of November 30, 2022 year-to-date, GRF was better than budget by \$1,606K, primarily due to lower employee compensation expense as outlined below, increased Trust Facilities Fees resulting from more resales than anticipated, and less legal fees incurred. Savings was partially offset by an unrealized loss on investments due to an adverse market.

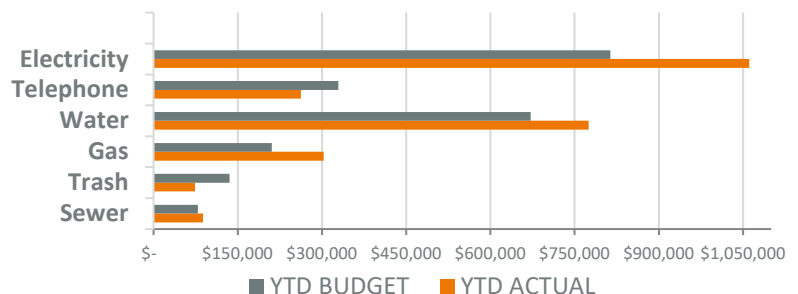
INCOME STATEMENT (in Thousands)			
	Actual	Budget	Variance
Assessment Revenues			
Other Revenues	\$30,472	\$30,472	\$0
Expenses	13,395	14,385	990
<b>Revenue / (Expense)</b>	<b>39,998</b>	<b>42,594</b>	<b>2,596</b>
	<b>\$3,869</b>	<b>\$2,263</b>	<b>\$1,606</b>

#### COMPENSATION:

Actual compensation and related costs were \$21.1M, which was less than budget by \$2.2M or 9.5%. Favorable variance was primarily due to vacancies in General Services for paving and janitorial positions, vacancies in Maintenance and Construction, Security Services, Recreation Services, and Landscape Services. Recruitment is in progress for all open positions.

YTD Actual Variance \$ B/(W)				VAR% B/(W)
	Compensation	Related	Total	Total
<b>All Units</b>	<b>\$1,318,593</b>	<b>\$887,241</b>	<b>\$2,205,834</b>	<b>9.5%</b>
Office of CEO	49,228	9,708	58,937	12.8%
Media and Comm	101,495	75,739	177,234	8.9%
Information Services	153,492	30,109	183,600	14.2%
General Services	370,649	192,996	563,645	15.7%
Financial Services	88,888	59,079	147,967	9.5%
Security Services	125,389	188,496	313,885	5.7%
Landscape Services	81,001	104,646	185,646	13.8%
Recreation Services	89,230	111,479	200,709	4.1%
Human Resource Services	(36,988)	(10,273)	(47,261)	(5.5%)
M&C	296,210	137,292	433,502	25.2%
Non-Work Center	0	(12,029)	(12,029)	0.0%

- UTILITIES:** Overall, utilities were (14.4%) unfavorable to budget, with expenditures of \$2.6M through November. The unfavorable variance is due to higher electricity delivery and rates for all tiers, higher water expense due to 57% less rainfall than budgeted and rising natural gas costs amongst all departments. Telephone expenses are lower than budget due to a re-negotiated contract and trash expenses are lower due to a change in trash provider.



## Discussions

**MS Dynamics 365 Update:** From June – November 2022, staff from Financial Services (FS) and IT held over 50 meetings with the new ERP implementation service provider documenting system requirements and fit assessments. During December month-to-date alone, another ~20 meetings have been held to further refine the system design and allow the FS team to perform hands on testing in the new MS Dynamics 365 environment. Phase 1 of the ERP project is focused on replacing the current Microsoft AX financial system with the new MS D365 scheduled to be available for use in mid-to-late 2023. Once the financial reporting system is online, Phase 2 of the implementation will begin involving replacement of the current Stellar system used to process work tickets and manage maintenance, repairs and projects in the community. Numerous efficiencies will be created by using the new system allowing greater service and reporting to members of Laguna Woods Village.

## Calendar

The following scheduled meetings will be held:

- December 21, 2022 @ 1:30 p.m. GRF Finance Committee (November Financials)
- January 3, 2023 @ 9:30 a.m. GRF Board Meeting
- January 9, 2023 @ 10:00 a.m. Presidents & 1<sup>st</sup> Vice Presidents Meeting (Closed)
- January 19, 2023 @ 9:30 a.m. GRF Agenda Prep Meeting
- February 7, 2023 @ 9:30 a.m. GRF Board Meeting
- February 15, 2023 @ 1:30 p.m. GRF Finance Committee (December Financials)
- February 16, 2023 @ 9:30 a.m. GRF Agenda Prep Meeting

December 2022							January 2023							February 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2	3	1	2	3	4	5	6	7			1	2	3	4
4	5	6	7	8	9	10	8	9	10	11	12	13	14	5	6	7	8	9	10	11
11	12	13	14	15	16	17	15	16	17	18	19	20	21	12	13	14	15	16	17	18
18	19	20	21	22	23	24	22	23	24	25	26	27	28	19	20	21	22	23	24	25
25	26	27	28	29	30	31	29	30	31					26	27	28				

**Golden Rain Foundation of Laguna Woods**  
**Statement of Revenues & Expenses - Preliminary**  
**11/30/2022**  
(\$ IN THOUSANDS)

		CURRENT MONTH			YEAR TO DATE			PRIOR YEAR	TOTAL
		ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET
Revenues:									
Assessments:									
1	Operating	\$2,490	\$2,490		\$27,389	\$27,390	(\$2)	\$26,142	\$29,880
2	Additions to restricted funds	280	280		3,082	3,082		2,662	3,362
3	Total assessments	2,770	2,770		30,471	30,472	(2)	28,804	33,243
Non-assessment revenues:									
4	Trust facilities fees	299	448	(150)	5,553	4,929	624	4,487	5,378
5	Golf green fees	129	133	(4)	1,652	1,468	183	1,545	1,602
6	Golf operations	29	29	(1)	337	327	10	300	356
7	Merchandise sales	40	39	1	583	429	154	483	468
8	Clubhouse rentals and event fees	62	57	6	517	574	(57)	57	641
9	Rentals	19	14	5	140	152	(12)	129	165
10	Broadband services	430	472	(42)	4,880	5,307	(426)	4,592	5,818
11	Investment income	53	15	37	370	169	201	174	185
12	Unrealized gain/(loss) on AFS investments	308		308	(1,576)		(1,576)	(503)	
13	Miscellaneous	81	90	(9)	939	1,029	(90)	596	1,118
14	Total non-assessment revenue	1,449	1,297	152	13,396	14,384	(988)	11,860	15,731
15	Total revenue	4,219	4,068	152	43,867	44,857	(990)	40,663	48,973
Expenses:									
16	Employee compensation and related	1,702	2,080	378	21,051	23,257	2,206	19,851	25,396
17	Materials and supplies	127	140	13	1,588	1,613	25	1,453	1,766
18	Cost of goods sold	25	26	1	452	289	(163)	400	315
19	Community Events	18	54	36	304	414	110	22	463
20	Utilities and telephone	244	196	(48)	2,563	2,240	(323)	2,290	2,411
21	Fuel and oil	53	45	(7)	683	499	(184)	445	545
22	Legal fees	10	27	18	74	290	216	127	329
23	Professional fees	34	34		469	519	50	391	565
24	Equipment rental	22	17	(5)	235	196	(38)	243	216
25	Outside services	204	228	24	2,489	2,691	201	2,470	2,961
26	Repairs and maintenance	82	97	15	990	1,103	113	807	1,215
27	Other Operating Expense	45	85	39	566	787	220	573	851
28	Income, property and sales tax	4	2	(2)	32	24	(7)	39	28
29	Insurance	253	237	(16)	2,515	2,608	93	2,446	2,845
30	Cable Programming/Copyright/Franchise	348	361	12	3,866	3,967	102	3,619	4,328
31	Investment expense		1	1	13	15	2	10	16
32	Net Allocation to Mutuals	(231)	(241)	(10)	(2,705)	(2,701)	4	(2,526)	(2,949)
33	Uncollectible Accounts		1	1	1	11	10	7	12
34	(Gain)/loss on sale or trade		(2)	(2)	18	(23)	(41)	(211)	(25)
35	Depreciation and amortization	426	426		4,795	4,795		4,908	4,795
36	Total expenses	3,364	3,814	449	39,998	42,594	2,596	37,365	46,083
37	Excess of revenues over expenses	\$855	\$254	\$601	\$3,869	\$2,263	\$1,606	\$3,299	\$2,890



**Golden Rain Foundation of Laguna Woods**  
**Operating Statement**  
**11/30/2022**  
GOLDEN RAIN FOUNDATION

	Actual	YEAR TO DATE Budget	VAR\$ B/(W)	VAR% B/(W)	TOTAL BUDGET
Revenues:					
Assessments:					
<b>Operating</b>					
41001000 - Monthly Assessments	\$27,388,768	\$27,390,341	(\$1,573)	(0.01%)	\$29,880,374
<b>Total Operating</b>	<b>27,388,768</b>	<b>27,390,341</b>	<b>(1,573)</b>	<b>(0.01%)</b>	<b>29,880,374</b>
<b>Additions To Restricted Funds</b>					
41001500 - Monthly Assessments - Contingency Fund	700,480	700,480	0	0.00%	764,160
41005000 - Monthly Assessments - Equipment Fund	2,381,632	2,381,632	0	0.00%	2,598,144
<b>Total Additions To Restricted Funds</b>	<b>3,082,112</b>	<b>3,082,112</b>	<b>0</b>	<b>0.00%</b>	<b>3,362,304</b>
<b>Total Assessments</b>	<b>30,470,880</b>	<b>30,472,453</b>	<b>(1,573)</b>	<b>(0.01%)</b>	<b>33,242,678</b>
Non-Assessment Revenues:					
<b>Trust Facilities Fees</b>					
41006500 - Trust Facilities Fees	5,553,448	4,929,375	624,073	12.66%	5,377,500
<b>Total Trust Facilities Fees</b>	<b>5,553,448</b>	<b>4,929,375</b>	<b>624,073</b>	<b>12.66%</b>	<b>5,377,500</b>
<b>Golf Green Fees</b>					
42001000 - Golf Green Fees - Residents	1,399,404	1,243,902	155,502	12.50%	1,357,000
42001500 - Golf Green Fees - Guests	252,470	224,576	27,894	12.42%	245,000
<b>Total Golf Green Fees</b>	<b>1,651,874</b>	<b>1,468,478</b>	<b>183,396</b>	<b>12.49%</b>	<b>1,602,000</b>
<b>Golf Operations</b>					
42002000 - Golf Driving Range Fees	140,320	154,396	(14,076)	(9.12%)	168,440
42003000 - Golf Cart Use Fees	183,253	151,514	31,739	20.95%	165,300
42004000 - Golf Lesson Fees	8,617	18,326	(9,709)	(52.98%)	20,000
42005000 - Golf Club Storage Fees	3,360	2,400	960	40.00%	2,400
42005500 - Golf Club Rental Fees	1,448	44	1,404	3190.91%	50
<b>Total Golf Operations</b>	<b>336,998</b>	<b>326,680</b>	<b>10,318</b>	<b>3.16%</b>	<b>356,190</b>
<b>Merchandise Sales</b>					
41501000 - Merchandise Sales - Pro Shop	293,342	206,250	87,092	42.23%	225,000
41501500 - Merchandise Sales - Warehouse	15,223	16,499	(1,276)	(7.73%)	17,999
41502500 - Merchandise Sales - Fitness	159	847	(688)	(81.23%)	926
41503500 - Merchandise Sales - Broadband	16,507	23,023	(6,516)	(28.30%)	25,125
41504800 - Merchandise Sales - Fuel & Oil	205,143	122,826	82,317	67.02%	134,000
41505000 - Bar Sales	52,571	59,576	(7,005)	(11.76%)	65,000
<b>Total Merchandise Sales</b>	<b>582,945</b>	<b>429,021</b>	<b>153,923</b>	<b>35.88%</b>	<b>468,050</b>
<b>Clubhouse Rentals and Event Fees</b>					
42501000 - Clubhouse Room Rentals - Residents	297,084	330,946	(33,862)	(10.23%)	361,066
42501500 - Clubhouse Room Rentals - Exception Rate	9,659	15,601	(5,942)	(38.09%)	16,663
42502000 - Clubhouse Event Fees - Residents	195,060	222,265	(27,206)	(12.24%)	257,277
42502500 - Clubhouse Event Fees - Non Residents	0	825	(825)	(100.00%)	900
42503000 - Village Greens Room Rentals - Residents	11,817	3,663	8,154	222.60%	4,000
42503500 - Village Greens Room Rentals - Non Residents	3,773	913	2,860	313.29%	1,000
<b>Total Clubhouse Rentals and Event Fees</b>	<b>517,393</b>	<b>574,213</b>	<b>(56,820)</b>	<b>(9.90%)</b>	<b>640,906</b>
<b>Rentals</b>					
43001000 - Garden Plot Rental	52,561	52,250	311	0.60%	57,000
43001500 - Shade House Rental Space	382	363	19	5.23%	400
45506500 - Rental Fee	32,527	49,500	(16,973)	(34.29%)	54,000
48001500 - Lease Revenue	54,430	49,500	4,930	9.96%	54,000
<b>Total Rentals</b>	<b>139,900</b>	<b>151,613</b>	<b>(11,713)</b>	<b>(7.73%)</b>	<b>165,400</b>
<b>Fees and Charges for Services to Residents</b>					
46502000 - Resident Maintenance Fee	298	0	298	0.00%	0
<b>Total Fees and Charges for Services to Residents</b>	<b>298</b>	<b>0</b>	<b>298</b>	<b>0.00%</b>	<b>0</b>
<b>Broadband Services</b>					
45001000 - Ad Insertion	787,914	825,000	(37,086)	(4.50%)	900,000
45001500 - Premium Channel	262,839	320,826	(57,987)	(18.07%)	350,000
45002000 - Cable Service Call	69,700	89,826	(20,126)	(22.41%)	98,000
45002500 - Cable Commission	38,393	85,239	(46,846)	(54.96%)	93,000
45003000 - High Speed Internet	1,726,275	2,016,663	(290,388)	(14.40%)	2,200,000
45003500 - Equipment Rental	1,718,976	1,749,363	(30,387)	(1.74%)	1,908,400

**Golden Rain Foundation of Laguna Woods**  
**Operating Statement**  
**11/30/2022**  
GOLDEN RAIN FOUNDATION

	YEAR TO DATE				TOTAL
	Actual	Budget	VAR\$ B/(W)	VAR% B/(W)	BUDGET
45004000 - Video Production	74,431	42,163	32,268	76.53%	46,000
45004500 - Video Re-Production	49	275	(226)	(82.18%)	300
45005000 - Message Board	23,650	18,788	4,862	25.88%	20,500
45005500 - Advertising	177,930	158,500	19,430	12.26%	202,000
<b>Total Broadband Services</b>	<b>4,880,158</b>	<b>5,306,643</b>	<b>(426,485)</b>	<b>(8.04%)</b>	<b>5,818,200</b>
<b>Investment Income</b>					
49001000 - Investment Income - Nondiscretionary	102,242	4,219	98,023	2323.65%	4,601
49002000 - Investment Income - Discretionary	268,114	164,997	103,117	62.50%	180,000
<b>Total Investment Income</b>	<b>370,356</b>	<b>169,216</b>	<b>201,140</b>	<b>118.87%</b>	<b>184,601</b>
<b>Unrealized Gain/(Loss) On AFS Investments</b>					
49008100 - Unrealized Gain/(Loss) On Available For Sale Investments	(1,575,882)	0	(1,575,882)	0.00%	0
<b>Total Unrealized Gain/(Loss) On AFS Investments</b>	<b>(1,575,882)</b>	<b>0</b>	<b>(1,575,882)</b>	<b>0.00%</b>	<b>0</b>
<b>Miscellaneous</b>					
43501000 - Horse Boarding Fee	73,050	68,750	4,300	6.26%	75,000
43501500 - Horse Feed Fee	34,787	33,913	874	2.58%	37,000
43502000 - Horse Trailer Parking Fee	370	440	(70)	(15.91%)	480
43502500 - Horse Lesson Fee - Resident	17,820	13,288	4,532	34.11%	14,500
43503500 - Horse Rental & Trail Ride Fee - Resident	0	1,584	(1,584)	(100.00%)	1,728
44001500 - Pool Fee - Guests	168	0	168	0.00%	0
44002000 - Bridge Room Fee - Guests	22,620	32,076	(9,456)	(29.48%)	35,000
44002500 - Parking Fees - Non Residents	38,793	45,000	(6,208)	(13.79%)	45,000
44003000 - Class Fees	148,544	108,626	39,918	36.75%	117,800
44003500 - Locker Rental Fee	10,484	10,483	1	0.00%	11,454
44004500 - Clubhouse Labor Fee	10,873	31,471	(20,598)	(65.45%)	34,335
44005500 - Clubhouse Catering Fee	9,509	23,892	(14,383)	(60.20%)	26,102
44006000 - Tickets Sales - Residents	0	630	(630)	(100.00%)	630
44006500 - Sponsorship Income	97,249	68,739	28,510	41.48%	75,000
44008000 - Club Group Organization Registration Fee	4,090	0	4,090	0.00%	0
46001000 - RV Storage Fee	102,324	100,826	1,498	1.49%	110,000
46002000 - Traffic Violation	47,052	91,663	(44,611)	(48.67%)	100,000
46003500 - Security Standby Fee	3,066	3,201	(135)	(4.23%)	3,500
46004000 - Estate Sale Fee	1,530	3,751	(2,221)	(59.21%)	4,100
44501000 - Additional Occupant Fee	141,800	187,770	(45,970)	(24.48%)	204,855
44503500 - Resale Processing Fee	0	4,576	(4,576)	(100.00%)	5,000
44504000 - Resident Id Card Fee	11,225	17,688	(6,463)	(36.54%)	19,300
44506000 - Photo Copy Fee	44,115	68,750	(24,635)	(35.83%)	75,000
44506500 - Auto Decal Fee	47,743	55,000	(7,257)	(13.19%)	60,000
47001000 - Cash Discounts - Accounts Payable	20,885	0	20,885	0.00%	0
47001500 - Late Fee Revenue	6,343	10,626	(4,283)	(40.31%)	11,600
47002800 - Fuel & Oil Administrative Fee	9,900	31,900	(22,000)	(68.97%)	34,800
48001000 - Legal Fee	15	0	15	0.00%	0
46005500 - Disaster Task Force	1,010	4,125	(3,115)	(75.52%)	4,500
49009000 - Miscellaneous Revenue	33,304	10,241	23,063	225.20%	11,220
<b>Total Miscellaneous</b>	<b>938,667</b>	<b>1,029,009</b>	<b>(90,342)</b>	<b>(8.78%)</b>	<b>1,117,904</b>
<b>Total Non-Assessment Revenue</b>	<b>13,396,155</b>	<b>14,384,248</b>	<b>(988,093)</b>	<b>(6.87%)</b>	<b>15,730,751</b>
<b>Total Revenue</b>	<b>43,867,035</b>	<b>44,856,701</b>	<b>(989,666)</b>	<b>(2.21%)</b>	<b>48,973,429</b>
<b>Expenses:</b>					
<b>Employee Compensation</b>					
51011000 - Salaries & Wages - Regular	11,532,505	12,781,640	1,249,135	9.77%	13,970,633
51021000 - Union Wages - Regular	2,495,792	3,192,087	696,296	21.81%	3,488,359
51041000 - Wages - Overtime	197,805	153,693	(44,111)	(28.70%)	167,765
51051000 - Union Wages - Overtime	30,685	40,539	9,853	24.31%	44,271
51061000 - Holiday & Vacation	1,148,417	1,087,703	(60,714)	(5.58%)	1,188,828
51071000 - Sick	349,900	443,669	93,769	21.13%	484,917
51091000 - Missed Meal Penalty	42,442	26,578	(15,864)	(59.69%)	29,079
51101000 - Temporary Help	101,142	17,183	(83,959)	(488.62%)	18,762
51981000 - Compensation Accrual	525,811	0	(525,811)	0.00%	0
<b>Total Employee Compensation</b>	<b>16,424,498</b>	<b>17,743,091</b>	<b>1,318,593</b>	<b>7.43%</b>	<b>19,392,615</b>
<b>Compensation Related</b>					
52411000 - F.I.C.A.	1,162,864	1,331,057	168,193	12.64%	1,450,604
52421000 - F.U.I.	20,378	20,136	(242)	(1.20%)	20,136

**Golden Rain Foundation of Laguna Woods**  
**Operating Statement**  
**11/30/2022**  
GOLDEN RAIN FOUNDATION

	YEAR TO DATE				TOTAL
	Actual	Budget	VAR\$ B/(W)	VAR% B/(W)	BUDGET
52431000 - S.U.I.	91,769	128,475	36,706	28.57%	128,475
52441000 - Union Medical	903,583	1,080,809	177,225	16.40%	1,179,064
52451000 - Workers' Compensation Insurance	653,593	821,214	167,621	20.41%	897,555
52461000 - Non Union Medical & Life Insurance	1,200,565	1,407,868	207,303	14.72%	1,535,742
52471000 - Union Retirement Plan	229,357	287,148	57,792	20.13%	313,800
52481000 - Non-Union Retirement Plan	303,051	436,985	133,934	30.65%	477,635
52981000 - Compensation Related Accrual	61,290	0	(61,290)	0.00%	0
<b>Total Compensation Related</b>	<b>4,626,450</b>	<b>5,513,691</b>	<b>887,241</b>	<b>16.09%</b>	<b>6,003,011</b>
<b>Materials and Supplies</b>					
53001000 - Materials & Supplies	1,237,253	1,227,524	(9,730)	(0.79%)	1,344,679
53003000 - Materials Direct	34,068	0	(34,068)	0.00%	0
53003500 - Materials Direct - Grf	289,254	353,397	64,143	18.15%	385,618
53004000 - Freight	27,334	32,459	5,124	15.79%	35,361
<b>Total Materials and Supplies</b>	<b>1,587,910</b>	<b>1,613,379</b>	<b>25,469</b>	<b>1.58%</b>	<b>1,765,658</b>
<b>Cost of Goods Sold</b>					
53101000 - Cost Of Sales - Warehouse	20,076	7,128	(12,948)	(181.65%)	7,815
53101500 - Cost Of Sales - Pro Shop	211,268	130,163	(81,105)	(62.31%)	142,000
53102000 - Cost Of Sales - Alcohol	15,332	19,701	4,369	22.18%	21,500
53103400 - Cost Of Sales - Fuel & Oil	205,143	122,826	(82,317)	(67.02%)	134,000
53103500 - Earthquake Materials	199	9,163	8,964	97.83%	10,000
<b>Total Cost of Goods Sold</b>	<b>452,018</b>	<b>288,981</b>	<b>(163,037)</b>	<b>(56.42%)</b>	<b>315,315</b>
<b>Community Events</b>					
53201000 - Community Events	303,893	414,275	110,382	26.64%	463,081
<b>Total Community Events</b>	<b>303,893</b>	<b>414,275</b>	<b>110,382</b>	<b>26.64%</b>	<b>463,081</b>
<b>Utilities and Telephone</b>					
53301000 - Electricity	1,060,797	813,442	(247,355)	(30.41%)	886,055
53301500 - Sewer	87,888	79,123	(8,765)	(11.08%)	84,696
53302000 - Water	774,980	671,430	(103,550)	(15.42%)	700,310
53302500 - Trash	73,836	135,600	61,764	45.55%	148,028
53303500 - Gas	302,693	210,600	(92,093)	(43.73%)	232,781
53304000 - Telephone	262,611	329,417	66,806	20.28%	359,369
<b>Total Utilities and Telephone</b>	<b>2,562,805</b>	<b>2,239,612</b>	<b>(323,193)</b>	<b>(14.43%)</b>	<b>2,411,239</b>
<b>Fuel and Oil</b>					
53304500 - Fuel & Oil For Vehicles	682,633	499,125	(183,508)	(36.77%)	544,500
<b>Total Fuel and Oil</b>	<b>682,633</b>	<b>499,125</b>	<b>(183,508)</b>	<b>(36.77%)</b>	<b>544,500</b>
<b>Legal Fees</b>					
53401500 - Legal Fees	73,725	289,521	215,797	74.54%	329,196
<b>Total Legal Fees</b>	<b>73,725</b>	<b>289,521</b>	<b>215,797</b>	<b>74.54%</b>	<b>329,196</b>
<b>Professional Fees</b>					
53402000 - Audit & Tax Preparation Fees	127,500	128,805	1,305	1.01%	143,010
53402500 - Payroll System Fees	133,182	158,125	24,943	15.77%	172,500
53403500 - Consulting Fees	203,497	226,414	22,917	10.12%	243,233
53404500 - Fees	4,500	5,500	1,000	18.18%	6,000
<b>Total Professional Fees</b>	<b>468,679</b>	<b>518,844</b>	<b>50,165</b>	<b>9.67%</b>	<b>564,743</b>
<b>Equipment Rental</b>					
53501500 - Equipment Rental/Lease Fees	234,695	196,454	(38,242)	(19.47%)	216,114
<b>Total Equipment Rental</b>	<b>234,695</b>	<b>196,454</b>	<b>(38,242)</b>	<b>(19.47%)</b>	<b>216,114</b>
<b>Outside Services</b>					
53601000 - Bank Fees	52,042	64,159	12,116	18.88%	70,000
53601500 - Credit Card Transaction Fees	258,449	174,532	(83,917)	(48.08%)	190,444
53602000 - Merchant Account Fees	13,531	15,609	2,078	13.31%	17,069
53602500 - Licensing Fees	6,488	6,000	(488)	(8.14%)	6,000
53603000 - Permit Fees	0	2,002	2,002	100.00%	2,200
53704000 - Outside Services	2,158,775	2,428,362	269,586	11.10%	2,675,781
<b>Total Outside Services</b>	<b>2,489,286</b>	<b>2,690,663</b>	<b>201,377</b>	<b>7.48%</b>	<b>2,961,494</b>
<b>Repairs and Maintenance</b>					
53701000 - Equipment Repair & Maint	762,876	723,881	(38,995)	(5.39%)	801,623
53702000 - Street Repair & Maint	0	3,201	3,201	100.00%	3,500

**Golden Rain Foundation of Laguna Woods**  
**Operating Statement**  
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GOLDEN RAIN FOUNDATION

	Actual	Budget	YEAR TO DATE VAR\$ B/(W)	VAR% B/(W)	TOTAL BUDGET
53702500 - Building Repair & Maint	215,355	362,054	146,699	40.52%	395,054
53703000 - Elevator /Lift Maintenance	10,700	10,153	(547)	(5.39%)	11,099
53703500 - Water Softener	1,434	3,691	2,257	61.15%	4,083
<b>Total Repairs and Maintenance</b>	<b>990,365</b>	<b>1,102,980</b>	<b>112,616</b>	<b>10.21%</b>	<b>1,215,359</b>
<b>Other Operating Expense</b>					
53604000 - Pest Control Fees	10,043	18,130	8,087	44.61%	19,815
53801000 - Mileage & Meal Allowance	2,482	13,029	10,548	80.95%	14,244
53801500 - Travel & Lodging	2,502	6,184	3,682	59.55%	6,259
53802000 - Uniforms	78,163	117,607	39,444	33.54%	128,010
53802500 - Dues & Memberships	11,000	19,149	8,149	42.56%	20,418
53803000 - Subscriptions & Books	16,181	9,804	(6,377)	(65.04%)	10,576
53803500 - Training & Education	35,456	79,378	43,922	55.33%	86,168
53804000 - Staff Support	35,205	95,643	60,438	63.19%	101,900
53901000 - Benefit Administrative Fees	3,019	3,663	644	17.57%	4,000
53901500 - Volunteer Support	1,737	13,607	11,870	87.24%	14,850
53902000 - Physical Examinations	40,815	38,740	(2,075)	(5.36%)	42,100
53902500 - Recruiting Fees	88,511	83,250	(5,261)	(6.32%)	90,000
53903000 - Safety	70,427	86,507	16,080	18.59%	93,802
54001000 - Board Relations	11,907	11,941	34	0.28%	13,005
54001500 - Public Relations	12,481	750	(11,731)	(1564.07%)	1,000
54002000 - Postage	30,358	48,424	18,066	37.31%	53,610
54002500 - Filing Fees / Permits	115,938	137,968	22,029	15.97%	148,103
54502500 - Cable Promotions	0	2,750	2,750	100.00%	3,000
<b>Total Other Operating Expense</b>	<b>566,224</b>	<b>786,523</b>	<b>220,300</b>	<b>28.01%</b>	<b>850,861</b>
<b>Income, Property, and Sales Tax</b>					
54301000 - State & Federal Income Taxes	2,033	913	(1,120)	(122.68%)	1,000
54301500 - State & Local Taxes	28,019	21,274	(6,745)	(31.70%)	23,242
54302000 - Property Taxes	1,576	2,137	561	26.27%	3,580
<b>Total Income, Property, and Sales Tax</b>	<b>31,627</b>	<b>24,324</b>	<b>(7,303)</b>	<b>(30.02%)</b>	<b>27,822</b>
<b>Insurance</b>					
54401000 - Hazard & Liability Insurance	2,172,159	2,224,212	52,053	2.34%	2,426,418
54401500 - D&O Liability	65,571	63,614	(1,957)	(3.08%)	69,400
54402000 - Property Insurance	261,363	297,793	36,431	12.23%	324,866
54402500 - Auto Liability Insurance	6,487	9,163	2,676	29.21%	10,000
54403000 - General Liability Insurance	5,028	3,630	(1,398)	(38.52%)	3,960
54403500 - Property Damage	4,395	9,163	4,769	52.04%	10,000
<b>Total Insurance</b>	<b>2,515,002</b>	<b>2,607,575</b>	<b>92,573</b>	<b>3.55%</b>	<b>2,844,643</b>
<b>Cable Programming/Franchise</b>					
54501000 - Cable - Programming Fees	3,649,265	3,680,413	31,148	0.85%	4,015,000
54502000 - Cable - City of Laguna Woods Franchise Fees	216,300	286,902	70,602	24.61%	313,000
<b>Total Cable Programming/Franchise</b>	<b>3,865,565</b>	<b>3,967,315</b>	<b>101,750</b>	<b>2.56%</b>	<b>4,328,000</b>
<b>Investment Expense</b>					
54201000 - Investment Expense	13,084	15,070	1,986	13.18%	16,440
<b>Total Investment Expense</b>	<b>13,084</b>	<b>15,070</b>	<b>1,986</b>	<b>13.18%</b>	<b>16,440</b>
<b>Net Allocation to Mutuals</b>					
48501000 - Allocated To Grf Departments	(6,824,904)	(7,003,202)	(178,298)	(2.55%)	(7,650,358)
54602500 - Allocated Expenses	4,120,184	4,302,125	181,941	4.23%	4,701,287
<b>Total Net Allocation To Mutuals</b>	<b>(2,704,720)</b>	<b>(2,701,077)</b>	<b>3,643</b>	<b>0.13%</b>	<b>(2,949,071)</b>
<b>Uncollectible Accounts</b>					
54602000 - Bad Debt Expense	1,257	11,088	9,831	88.66%	12,100
<b>Total Uncollectible Accounts</b>	<b>1,257</b>	<b>11,088</b>	<b>9,831</b>	<b>88.66%</b>	<b>12,100</b>
<b>(Gain)/Loss on Sale or Trade</b>					
54101000 - (Gain)/Loss - Warehouse Sales	17,743	(22,913)	(40,656)	(177.44%)	(25,000)
<b>Total (Gain)/Loss on Sale or Trade</b>	<b>17,743</b>	<b>(22,913)</b>	<b>(40,656)</b>	<b>(177.44%)</b>	<b>(25,000)</b>
<b>Depreciation and Amortization</b>					
55001000 - Depreciation And Amortization	4,795,069	4,795,069	0	0.00%	4,795,069
<b>Total Depreciation and Amortization</b>	<b>4,795,069</b>	<b>4,795,069</b>	<b>0</b>	<b>0.00%</b>	<b>4,795,069</b>
<b>Total Expenses</b>	<b>39,997,808</b>	<b>42,593,590</b>	<b>2,595,782</b>	<b>6.09%</b>	<b>46,083,190</b>

**Golden Rain Foundation of Laguna Woods**  
**Operating Statement**  
**11/30/2022**  
GOLDEN RAIN FOUNDATION

	<u>Actual</u>	<u>YEAR TO DATE Budget</u>	<u>VAR\$ B/(W)</u>	<u>VAR% B/(W)</u>	<u>TOTAL BUDGET</u>
<b>Excess of Revenues Over Expenses</b>	<b><u>\$3,869,227</u></b>	<b><u>\$2,263,111</u></b>	<b><u>\$1,606,117</u></b>	<b><u>70.97%</u></b>	<b><u>\$2,890,239</u></b>

**Golden Rain Foundation of Laguna Woods**  
**Balance Sheet - Preliminary**  
**11/30/2022**

		<u>Current Month End</u>	<u>Prior Year December 31</u>
	<b>Assets</b>		
1	Cash and cash equivalents	\$13,415,789	\$2,481,456
2	Non-discretionary investments	5,037,293	9,801,805
3	Discretionary investments	18,209,622	19,530,473
4	Receivable/(Payable) from mutuals	(807,692)	(149,472)
5	Accounts receivable and interest receivable	1,483,023	1,473,355
6	Operating supplies	922,130	906,611
7	Prepaid expenses and deposits	4,061,762	1,940,904
8	Property and equipment	145,445,443	144,205,572
9	Accumulated depreciation property and equipment	(89,987,533)	(86,845,989)
10	Intangible assets, net	140,812	143,580
<b>11</b>	<b>Total Assets</b>	<u><b>\$97,920,651</b></u>	<u><b>\$93,488,295</b></u>
	<b>Liabilities and Fund Balances</b>		
	Liabilities:		
12	Accounts payable and accrued expenses	\$739,356	\$2,861,542
13	Accrued compensation and related costs	6,988,307	4,342,979
14	Deferred income	596,274	556,287
15	Income tax payable	10	10
16	Total liabilities	<u>\$8,323,946</u>	<u>\$7,760,818</u>
	Fund balances:		
17	Fund balance prior years	85,727,477	82,640,239
18	Change in fund balance - current year	3,869,227	3,087,238
19	Total fund balances	<u>89,596,705</u>	<u>85,727,477</u>
<b>20</b>	<b>Total Liabilities and Fund Balances</b>	<u><b>\$97,920,651</b></u>	<u><b>\$93,488,295</b></u>

**Golden Rain Foundation of Laguna Woods**  
**Fund Balance Sheet - Preliminary**  
**11/30/2022**

		<u>Operating Fund</u>	<u>Facilities Fund</u>	<u>Equipment Fund</u>	<u>Trust Facilities Fee Fund</u>	<u>Contingency Fund</u>	<u>Total</u>
<b>Assets</b>							
1	Cash and cash equivalents	\$238,036		\$3,239,315	\$8,293,821	\$1,644,616	\$13,415,789
2	Non-discretionary investments		1,404,859	1,596,703	1,312,931	722,800	5,037,293
3	Discretionary investments		15,627,857			2,581,765	18,209,622
4	Receivable/(Payable) from mutuals	(807,692)					(807,692)
5	Receivable/(Payable) from operating fund	1,009,961				(1,009,961)	
6	Accounts receivable and interest receivable	1,475,591	1,059	2,208	2,552	1,613	1,483,023
7	Labor	(281)				281	
8	Operating supplies	919,873				2,257	922,130
9	Prepaid expenses and deposits	4,049,762	12,000				4,061,762
10	Property and equipment	141,983,665	1,869,143	1,509,751		82,884	145,445,443
11	Accumulated depreciation property and equipment	(89,987,533)					(89,987,533)
12	Intangible assets, net	140,812					140,812
<b>13</b>	<b>Total Assets</b>	<u><b>\$59,022,194</b></u>	<u><b>\$18,914,918</b></u>	<u><b>\$6,347,977</b></u>	<u><b>\$9,609,305</b></u>	<u><b>\$4,026,256</b></u>	<u><b>\$97,920,651</b></u>
<b>Liabilities and Fund Balances</b>							
Liabilities:							
14	Accounts payable and accrued expenses	\$595,006	\$12,000	\$1,876		\$130,474	\$739,356
15	Accrued compensation and related costs	6,988,307					6,988,307
16	Deferred income	596,274					596,274
17	Income tax payable	10					10
18	Total liabilities	<u>\$8,179,596</u>	<u>\$12,000</u>	<u>\$1,876</u>		<u>\$130,474</u>	<u>\$8,323,946</u>
Fund balances:							
19	Fund balance prior years	53,265,604	21,602,303	4,652,387	4,020,747	2,186,436	85,727,477
20	Change in fund balance - current year	(3,608,382)	(1,277,212)	2,421,098	5,588,558	745,165	3,869,227
21	Fund transfers	1,185,376	(1,422,172)	(727,383)		964,180	
22	Total fund balances	<u>50,842,598</u>	<u>18,902,918</u>	<u>6,346,101</u>	<u>9,609,305</u>	<u>3,895,782</u>	<u>89,596,705</u>
<b>23</b>	<b>Total Liabilities and Fund Balances</b>	<u><b>\$59,022,194</b></u>	<u><b>\$18,914,918</b></u>	<u><b>\$6,347,977</b></u>	<u><b>\$9,609,305</b></u>	<u><b>\$4,026,256</b></u>	<u><b>\$97,920,651</b></u>

**Golden Rain Foundation of Laguna Woods**  
**Changes in Fund Balances - Preliminary**  
**11/30/2022**

		<u>Operating Fund</u>	<u>Facilities Fund</u>	<u>Equipment Fund</u>	<u>Trust Facilities Fee Fund</u>	<u>Contingency Fund</u>	<u>Total</u>
Revenues:							
Assessments:							
1	Operating	\$27,388,768					\$27,388,768
2	Additions to restricted funds			2,381,632		700,480	3,082,112
3	Total assessments	<u>27,388,768</u>		<u>2,381,632</u>		<u>700,480</u>	<u>30,470,880</u>
Non-assessment revenues:							
4	Trust facilities fees				5,553,448		5,553,448
5	Golf green fees	1,651,874					1,651,874
6	Golf operations	336,998					336,998
7	Merchandise sales	582,945					582,945
8	Clubhouse rentals and event fees	517,393					517,393
9	Rentals	139,900					139,900
10	Fees and charges for services to residents	298					298
11	Broadband services	4,880,158					4,880,158
12	Interest income		282,678	30,375	35,110	22,193	370,356
13	Unrealized gain/(loss) on AFS investments		(1,575,882)				(1,575,882)
14	Miscellaneous	907,740	24,249	6,678			938,667
15	Total non-assessment revenue	<u>9,017,305</u>	<u>(1,268,955)</u>	<u>37,054</u>	<u>5,588,558</u>	<u>22,193</u>	<u>13,396,155</u>
16	Total revenue	<u>36,406,073</u>	<u>(1,268,955)</u>	<u>2,418,686</u>	<u>5,588,558</u>	<u>722,673</u>	<u>43,867,035</u>
Expenses:							
17	Employee compensation and related	21,050,948					21,050,948
18	Materials and supplies	1,603,953	(439)	(252)		(15,352)	1,587,910
19	Cost of goods sold	452,018					452,018
20	Community Events	303,893					303,893
21	Utilities and telephone	2,562,805					2,562,805
22	Fuel and oil	682,633					682,633
23	Legal fees	83,725				(10,000)	73,725
24	Professional fees	468,679					468,679
25	Equipment rental	234,695					234,695
26	Outside services	2,493,674	(4,388)				2,489,286
27	Repairs and maintenance	992,525		(2,160)			990,365
28	Other Operating Expense	566,224					566,224
29	Income taxes	2,033					2,033
30	Property and sales tax	29,594					29,594
31	Insurance	2,512,142				2,860	2,515,002
32	Cable Programming/Copyright/Franchise	3,865,565					3,865,565



**Golden Rain Foundation of Laguna Woods**  
**Changes in Fund Balances - Preliminary**  
**11/30/2022**

	<u>Operating Fund</u>	<u>Facilities Fund</u>	<u>Equipment Fund</u>	<u>Trust Facilities Fee Fund</u>	<u>Contingency Fund</u>	<u>Total</u>
33 Investment expense		13,084				13,084
34 Uncollectible Accounts	1,257					1,257
35 (Gain)/loss on sale or trade	17,743					17,743
36 Depreciation and amortization	4,795,069					4,795,069
37 Net allocations to mutuals	(2,704,720)					(2,704,720)
38 Total expenses	<u>40,014,455</u>	<u>8,257</u>	<u>(2,412)</u>		<u>(22,492)</u>	<u>39,997,808</u>
39 Excess (deficit) of revenues over expenses	<u>(\$3,608,382)</u>	<u>(\$1,277,212)</u>	<u>\$2,421,098</u>	<u>\$5,588,558</u>	<u>\$745,165</u>	<u>\$3,869,227</u>
40 Excluding unrealized gain/(loss) and depreciation	<u>\$1,186,687</u>	<u>\$298,670</u>	<u>\$2,421,098</u>	<u>\$5,588,558</u>	<u>\$745,165</u>	<u>\$10,240,178</u>

**GOLDEN RAIN FOUNDATION  
NON-DISCRETIONARY ACCOUNT HELD BY BANK OF AMERICA  
SCHEDULE OF INVESTMENTS  
11-30-22**

I.D. NO.	DESCRIPTION	STATED RATE	SETTLEMENT DATE	MATURITY DATE	PAR VALUE	ORIGINAL COST	ANNUALIZED YTD YIELD *	BOOK VALUE	11/30/2022 MARKET VALUE	UNREALIZED GAIN/(LOSS)
912796X87	BANK OF AMERICA INTEREST SAVINGS	0.70%			\$2,052,158.80	\$2,052,158.80		\$2,052,158.80	\$2,052,158.80	\$0.00
	U.S. Treasury Bill	3.496%	10-31-22	12-22-22	\$3,000,000.00	\$2,985,134.50		\$2,992,567.25	\$2,993,790.00	\$1,222.75
<b>TOTAL FOR NON-DISCRETIONARY INVESTMENTS</b>					<b>\$5,052,158.80</b>	<b>\$5,037,293.30</b>	<b>1.25%</b>	<b>\$5,044,726.05</b>	<b>\$5,045,948.80</b>	<b>\$1,222.75</b>

\*Yield is based on all investments held during the year

**GOLDEN RAIN FOUNDATION  
DISCRETIONARY ACCOUNT - SAGEVIEW/FIDELITY  
SCHEDULE OF INVESTMENTS  
11-30-22**

I.D. NO.	DESCRIPTION	SETTLEMENT DATE	MATURITY DATE	PAR VALUE	ORIGINAL COST	ANNUALIZED YTD YIELD *	BOOK VALUE	11/30/2022 MARKET VALUE	UNREALIZED GAIN/(LOSS)
	FIDELITY GOVT CASH RESERVES			\$355,016.85	\$355,016.85		\$355,016.85	355,016.85	\$0.00
31635V216	FUMBX Fidelity Treas Bond Index	12-13-19	-	\$3,872,115.84	\$3,872,115.84		\$3,872,115.84	3,637,930.03	(\$234,185.81)
922031851	VFIRX Vanguard Treas Admiral	12-13-19	-	\$5,672,426.07	\$5,672,426.07		\$5,672,426.07	5,285,161.84	(\$387,264.23)
92206C607	VSCSX Vanguard Corp Bond Index	12-13-19	-	\$5,491,203.76	\$5,491,203.76		\$5,491,203.76	5,032,446.43	(\$458,757.33)
92206C755	VMBSX Vanguard Sec Index Admiral	12-13-19	-	\$4,506,000.36	\$4,506,000.36		\$4,506,000.36	3,899,067.20	(\$606,933.16)
<b>TOTAL FOR DISCRETIONARY INVESTMENTS</b>				<b>\$19,896,762.88</b>	<b>\$19,896,762.88</b>	<b>1.41%</b>	<b>\$19,896,762.88</b>	<b>\$18,209,622.35</b>	<b>(\$1,687,140.53)</b>
<b>TOTAL INVESTMENTS</b>				<b>\$ 24,948,921.68</b>	<b>\$ 24,934,056.18</b>	<b>1.36%</b>	<b>\$ 24,941,488.93</b>	<b>\$ 23,255,571.15</b>	

\*Yield is based on all investments held during the year

# Golden Rain Foundation & Trust Reserve Expenditures Report

## EQUIPMENT FUND

### Period Ending: 11/30/2022

		BUDGET	EXPENDITURES	
ITEM	RESOLUTION DATE	TOTAL Appropriations	I-T-D*	REMAINING Encumbrance
2017				
JP171100000 - Dynamics CRM Software **	9/6/2016	226,773	207,318	19,455
2019				
JP190340000 - Service Center Generator	9/4/2018	150,000	0	150,000
JP190440000 - CH 5 Piano Refinishing	9/4/2018	12,000	9,460	0
2020				
JP200140000 - Add: Van	9/3/2019	30,000	27,336	0
JP200210000 - Transfer Switches for CH 4 & CH 6	9/3/2019	100,000	0	100,000
JP200220000 - Clubhouse Camera Installation	9/3/2019	75,000	0	75,000
JP200270000 - Centralized Irrigation System	9/3/2019	100,000	100,000	0
JP200500000 - CH 4 Workshop Chairs	9/3/2019	26,800	22,344	0
JP200610000 - CH 7 Lobby Furniture	9/3/2019	15,000	6,572	8,428
JP200620000 - CH 7 Commercial Appliances	9/3/2019	15,000	0	15,000
JP200640000 - CH 7 Commercial Dishwasher	9/3/2019	7,000	0	7,000
JP200670000 - CH 6 Commercial Dishwasher	9/3/2019	7,000	0	7,000
JP200700000 - CH 5 Patio Furniture/Benches	9/3/2019	20,000	16,654	0
2021				
JP210040000 - Flooring and Work Stations	9/1/2020	23,000	13,414	0
JP210060000 - Active Net Integration Software	9/1/2020	20,000	3,813	16,187
JP210090000 - Mower - Riding Greens	9/1/2020	49,000	0	49,000
JP210100000 - Centralized Irrigation System	9/1/2020	200,000	1,728	198,273
JP210120000 - Mini Skid-Steer Loader (2)	9/1/2020	50,000	31,392	0
JP210290000 - Dispatch Center	9/1/2020	43,000	44,918	0

# Golden Rain Foundation & Trust Reserve Expenditures Report

## EQUIPMENT FUND

### Period Ending: 11/30/2022

ITEM	RESOLUTION DATE	BUDGET	EXPENDITURES	
		TOTAL Appropriations	I-T-D*	REMAINING Encumbrance
JP210300000 - Portable Radios	9/1/2020	30,000	14,757	15,243
JP210310000 - Misc Vehicle Purchases	9/1/2020	200,000	51,360	148,640
JP210320000 - Vans (4)	9/1/2020	160,000	68,086	91,914
JP210340000 - Security Vehicles (4)	9/1/2020	140,000	146,046	0
JP210350000 - F-250 Truck (4)	9/1/2020	140,000	0	140,000
JP210360000 - F-250 Crew Cab (3)	9/1/2020	126,000	109,968	0
JP210370000 - Pickup Trucks (5)	9/1/2020	125,000	128,604	0
JS210080000 - Network System Upgrade	2/2/2021	350,000	334,725	15,275
<b>2022</b>				
JP220010000 - CH 5 Pool Cover	9/7/2021	9,000	8,872	0
JP220020000 - Set Top Boxes	9/7/2021	300,000	143,060	156,940
JP220030000 - Infrastructure	9/7/2021	250,000	134,453	115,547
JP220040000 - Signal Receivers and Transcoders	9/7/2021	25,000	4,529	20,471
JP220050000 - UPS Battery for Power Supplies	9/7/2021	22,000	13,091	8,909
JP220060000 - Village Television Studio Equipment	9/7/2021	17,500	7,635	9,865
JP220070000 - ENG Cameras (2)	9/7/2021	15,000	0	15,000
JP220090000 - CH 5 Stage Curtains (Ballroom)	9/7/2021	27,000	0	27,000
JP220100000 - Financial Software	9/7/2021	1,500,000	422,278	1,077,722
JP220110000 - Village Website Replacement	9/7/2021	175,000	0	175,000
JP220120000 - CAD Format Plotter	9/7/2021	8,000	7,953	0
JP220130000 - CH 1 Treadmills (3)	9/7/2021	30,500	0	30,500
JP220140000 - CH 1 Elliptical Trainer	9/7/2021	5,000	0	5,000
JP220150000 - Rough Mower	9/7/2021	87,000	0	87,000
JP220160000 - Centralized Irrigation System	9/7/2021	200,000	0	200,000

# Golden Rain Foundation & Trust Reserve Expenditures Report

## EQUIPMENT FUND

### Period Ending: 11/30/2022

ITEM	RESOLUTION DATE	BUDGET	EXPENDITURES	
		TOTAL Appropriations	I-T-D*	REMAINING Encumbrance
JP220170000 - Utility Loaders (2)	9/7/2021	60,000	0	60,000
JP220180000 - Navigation Mowers - Walkers (3)	9/7/2021	45,000	0	45,000
JP220190000 - 48" Lazer Lawn Mowers (3)	9/7/2021	30,000	0	30,000
JP220200000 - 60" Lazer Lawn Mower	9/7/2021	12,000	0	12,000
JP220210000 - Building Maintenance Operations Equipment	9/7/2021	50,000	0	50,000
JP220220000 - Maintenance Services Equipment	9/7/2021	50,000	5,193	44,807
JP220230000 - Miscellaneous Fleet/Paving Equipment	9/7/2021	30,000	19,892	10,108
JP220270000 - Trailer for Office Work Space	9/7/2021	50,000	24,580	25,420
JP220360000 - Solar powered radar signs (2)	9/7/2021	10,000	9,417	0
JP220370000 - Misc Vehicle Purchases	9/7/2021	200,000	0	200,000
JP220380000 - Transportation Bus	9/7/2021	200,000	0	200,000
JP220390000 - Standard Pickup Truck (7)	9/7/2021	175,000	0	175,000
JP220400000 - Work Van (4)	9/7/2021	160,000	0	160,000
JP220410000 - Security Vehicle (4)	9/7/2021	140,000	9,868	130,132
JP220420000 - F-150 Truck (4)	9/7/2021	140,000	0	140,000
JP220430000 - F-250 Crew Cab (3)	9/7/2021	126,000	0	126,000
JP220440000 - Utility Vehicles (8)	9/7/2021	120,000	0	120,000
JP220450000 - Equipment Trailer (3)	9/7/2021	45,000	0	45,000
JP220460000 - Add: F250 Crew Cab	9/7/2021	42,000	0	42,000
JP220470000 - Add: Utility Vehicles (2)	9/7/2021	30,000	0	30,000
JP220480000 - Add: Small Pickup Truck	9/7/2021	25,000	0	25,000
JP220490000 - Add: Equipment Trailer	9/7/2021	15,000	0	15,000
JS220060000 - Add: ProCore Aerator for 27-Hole Golf Course	2/1/2022	34,869	0	34,869

# Golden Rain Foundation & Trust Reserve Expenditures Report

## EQUIPMENT FUND

### Period Ending: 11/30/2022

ITEM	RESOLUTION DATE	BUDGET	EXPENDITURES	
		TOTAL Appropriations	I-T-D*	REMAINING Encumbrance
JS220090000 - Add: Additional Financial Software Replacement	2/1/2022	2,500,000	0	2,500,000
JS220290000 - Add: Replacement of Stop Signs	7/5/2022	42,913	0	42,913

9,444,355

2,149,317

7,248,618

\* Incurred to Date

\*\* Reduced Total Appropriations, based on defunding

# Golden Rain Foundation & Trust Reserve Expenditures Report

## FACILITIES & TRUST FUNDS

### Period Ending: 11/30/2022

		BUDGET	EXPENDITURES	
ITEM	RESOLUTION DATE	TOTAL Appropriations	I-T-D*	REMAINING Encumbrance
2017				
JP172700000 - PAC HVAC System	9/6/2016	300,000	125,116	174,884
2018				
JP182600000 - Community Center Remodel***	9/5/2017	278,738	185,840	0
2019				
JP190010000 - PAC Renovation - Phase 1***	10/2/2018	733,353	733,353	0
JP190190000 - Gate 16 Driving Range Improvements****	10/2/2018	638,000	92,706	545,294
JP190350000 - Replace Welding Shop	10/2/2018	100,000	22,535	77,465
2020				
JP200170000 - Maintenance Parking Lot Lighting	9/3/2019	250,000	34,946	0
JP200660000 - CH 6 Video Projector Installation	9/3/2019	30,000	0	30,000
2021				
JP210170000 - Broadband HVAC System	9/1/2020	300,000	0	300,000
JP210180000 - Welding Shop Replacement	9/1/2020	275,000	0	275,000
JP210190000 - Slope Renovation	9/1/2020	143,000	142,369	0
JP210220000 - Building E Assessment and Design Development	9/1/2020	50,000	26,000	0
JS210060000 - Replace Non-Compliant Hydraulic Mower Lifts	9/7/2021	56,278	28,219	28,059
JS210400000 - Pickleball Court Lighting	10/5/2021	25,000	24,249	0
2022				
JP220080000 - CH 1 Assessment/Renovation	9/7/2021	1,250,000	27,014	1,222,986
JP220240000 - Building E Assessment and Design Development	9/7/2021	200,000	0	200,000
JP220250000 - Slope Renovation	9/7/2021	153,576	127,980	25,596
JP220260000 - Miscellaneous Projects	9/7/2021	125,000	26,465	98,535

# Golden Rain Foundation & Trust Reserve Expenditures Report

## FACILITIES & TRUST FUNDS

### Period Ending: 11/30/2022

ITEM	RESOLUTION DATE	BUDGET	EXPENDITURES	
		TOTAL Appropriations	I-T-D*	REMAINING Encumbrance
JP220280000 - GRF Reserve Study	9/7/2021	25,000	25,000	0
JP220290000 - Garden Center 2 - Roofs	9/7/2021	18,000	15,687	0
JP220300000 - Equestrian Siding/Enclosure of Hay Barn	9/7/2021	6,000	2,746	3,254
JP220310000 - Asphalt Paving and Sealcoat Programs	9/7/2021	704,091	683,009	0
JP220320000 - Parkway Concrete Repairs	9/7/2021	200,000	199,704	0
JP220330000 - Gate 12 Security Upgrade	9/7/2021	66,696	26,575	0
JP220340000 - Security Building HVAC System	9/7/2021	65,000	0	65,000
JP220350000 - Shepherd's Crook	9/7/2021	35,000	33,792	0
JS220050000 - Add to GRF Reserve Study	1/4/2022	25,000	25,000	0
JS220230000 - Non-Compliant Hydraulic Mower Add. Funds	1/4/2022	22,569	0	22,569
Total Facilities Fund		\$6,075,301	\$2,608,306	\$3,068,642

\* Incurred to Date

\*\* Reduced Total Appropriations, based on defunding

\*\*\* Partially defunded

\*\*\*\* Project combined with JP183800000 Golf Netting at Garden Center 1



# Golden Rain Foundation & Trust Reserve Expenditures Report

## CONTINGENCY FUND

Period Ending: 11/30/2022

		BUDGET	EXPENDITURES	
ITEM	RESOLUTION DATE	TOTAL Appropriations	I-T-D*	REMAINING Encumbrance
2020				
JS20010B000 - Independent Strategic Review - Broadband	2/4/2020	50,000	43,259	0
2022				
JS220240000 - Moving of Bus Benches	6/7/2022	97,625	39,625	58,000
Total Contingency Fund		\$147,625	\$82,884	\$58,000

\* Incurred to Date

**ENDORSEMENT (to Finance Committee)**

**GRF Credit Card and Transaction Fee (ActiveNet)**

Authorize the Community Activities Committee recommendation to review and approve GRF Credit Card and Transaction Fees within ActiveNet to be allocated to the user whether online or in person.

A motion was made to approve GRF Credit Card and Transaction Fees within ActiveNet to be allocated to the user whether online or in person.

The motion passed by a vote of 6-1. Director Bhada opposed.

## **STAFF REPORT**

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**DATE:** December 21, 2022  
**FOR:** Finance Committee  
**SUBJECT:** GRF Credit Card and Transaction Fee (ActiveNet)

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### **RECOMMENDATION**

Review and make a recommendation regarding the ActiveNet credit card and transaction fees incurred by GRF.

### **BACKGROUND**

GRF upgraded the Recreation Department software from Safari to ActiveNet in 2010; resolution 90-10-25 (Attachment 1). ActiveNet is an internet-based application used for managing facility rentals, event and class registration and fee-based services.

### **DISCUSSION**

The Recreation and Special Events Department oversees the use of facilities such as Clubhouses, Pools, Fitness Centers, Garden Centers, Golf Facilities and the Equestrian Center. Staff responsibilities include, but are not limited to, room reservations, ticket sales, classes, protect facilities and equipment, and enforce policy.

GRF currently pays all transaction and credit card fees for in-person transactions. In 2020 staff initiated online registration for classes and events; GRF has not paid any fees for online transactions. In-person ActiveNet fees can be paid entirely by GRF, partially by GRF or entirely by purchaser (resident).

On December 8, 2022 the Community Activity Committee reviewed and recommended GRF Credit Card and Transaction Fees within ActiveNet to be allocated to the user whether online or in person.

### **FINANCIAL ANALYSIS**

The current transaction fee is 2.93% for in-person transactions when processing a fee. When a credit card is used an additional fee of 3.5093% is applied.

Registration for programs without fees do not incur transaction fees; only payments trigger transaction fees. There are no transaction fees associated with transferring funds from one activity to another or when processing check refunds. There is a flat \$0.10 refund fee for credit card refunds.

The online processing fee is 6.4393% (transaction and credit card fees combined). The online processing fee is paid for by the purchaser (resident). Online revenue in 2020 was \$2,404; users paid a total of \$191.47 in processing fees. Online revenue in 2021 was \$7,010; users paid a total of \$435.10 in processing fees.

	In-Person Transaction Fees	In-person Credit Card Processing Fees	Total Annual Fees Paid by GRF
2019	\$19,610	\$16,882	\$36,492
2020	\$3,597	\$3,425	\$7,022
2021	\$7,487	\$5,146	\$12,633

The annual minimum fee for GRF to use the ActiveNet software is \$3,000 however, all transaction fees are used as credit towards the minimum yearly fee for using ActiveNet software. Thus, if transaction fees met or exceeded \$3,000 per year all ongoing costs for the software are incurred by purchasers (residents) and none would be incurred by GRF.

**Prepared By:** Jennifer Murphy, Recreation Manager

**Reviewed By:** Alison Giglio, Interim Recreation and Special Events Director  
Jose Campos, Assistant Director of Financial Services  
Catherine Laster, Services Manager

**Committee Routing:** Finance Committee

**ATTACHMENT(S)**

ATT1: Resolution 90-10-25

Attachment 1

GOLDEN RAIN  
*Foundation*  
of LAGUNA WOODS

Internet Ticket Purchasing for Recreation Events

DATE: March 4, 2010

FOR: Golden Rain Foundation  
Board of Directors

SUMMARY / RECOMMENDATION

The Community Activities Committee requested Staff investigate methods to allow members to purchase tickets for recreation events through the Internet or the Community website with a credit card. Staff recommends *Alternative One: Upgrade Recreation Software to ActiveNet at a cost of \$8,200, to be funded from the Equipment Fund.* The minimum annual fee, if required, will be paid from the existing operating budget.

BACKGROUND

Last year, residents paid a total of \$74,000 for tickets to events at Golden Rain Foundation (GRF) facilities. Currently residents can only pay for recreation events with cash or checks, either at the facility where the event is held or at the Recreation office in the Community Center. GRF uses event scheduling and tracking software called Safari, but the version of this software that GRF is currently using does not support online ticket purchases. The Safari software runs on GRF computers and has an annual licensing and maintenance cost of approximately \$2,700. The Golden Rain Foundation has been using a version of this software for approximately 10 years.

The 30 Year Reserves Plan includes an expenditure of \$10,000 every 10 years to replace the Recreation Reservation System. The next replacement is scheduled for 2013.

ANALYSIS / ALTERNATIVES

Active Network, the company that produces the Safari software used by GRF for event ticket sales, has developed two subsequent generations of software for managing recreation facilities. The most recent generation of event scheduling and tracking software, ActiveNet, would allow members to pay for events with credit cards, either through the Internet or in person at recreation facilities. It can also require that purchasers enter member ID numbers to prevent non-members from purchasing tickets through the Internet.

ActiveNet does not currently support the selection of specific seats for venues like Clubhouse 3, but the company expects to add this feature soon. Unlike the current Safari software which runs locally on GRF equipment and requires periodic upgrades, this new software runs on Active Network's computers and is accessed through the Internet. An Internet-based application eliminates the need for onsite maintenance and makes future updates to the software instantly available. The initial cost to upgrade would be \$8,200, but this would be offset because it would eliminate the need for the 30 Year Reserves Plan's \$10,000 expenditure on Recreation Reservation System replacement in 2013. The annual minimum fee for GRF to use the ActiveNet software for event scheduling would be \$3,000. Although this is more than the annual \$2,700 licensing and maintenance cost for Safari, the annual minimum

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Internet Ticket Purchasing for Recreation Events  
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fee for ActiveNet may be partially or entirely borne by the purchasers through transaction fees. Although some members may be displeased with the new transaction fees, this is more equitable to all members because primarily the members who are attending recreation events, and therefore creating the need for a scheduling software, will be paying for the maintenance of ActiveNet. This stands in contrast to the current arrangement where all members pay equally for the maintenance of Safari even if they never benefit from its use. See Attachment A for a table of online and in-person transaction fees.

Staff ran a comparison of the maintenance and licensing fees of Safari with the initial and ongoing costs of ActiveNet and future replacement costs. This comparison revealed that switching to ActiveNet would be less costly than the existing system within in approximately 3 years of its implementation.

In addition to offering online credit card purchases and long-term cost savings for GRF, the new ActiveNet software would also allow for better tracking and analysis of GRF facility usage. Using ActiveNet would be more effective than the current software in scheduling future events and determining the need for modifications or additions to GRF facilities and will reduce the amount of Staff time needed to carry out these activities.

*Alternative One: Upgrade Recreation Software to ActiveNet at a cost of \$8,200 from the Equipment Fund*

Under this alternative, GRF would implement the new ActiveNet recreation software with the initial costs of \$8,200 to be funded as a supplemental appropriation from the GRF Equipment Fund. The minimum annual fee, if required, would be paid from the existing operating budget. The initial costs include an estimate of up to \$6,000 for training to use the new software, up to \$1,600 for the transfer of data from the old Safari software to the new ActiveNet software platform, and a \$600 flat fee for system architecture. Staff believes the quotes for training and data transfer represent very conservative estimates, and the actual costs could be much lower, though it is not possible to predict how much lower. Further, these initial costs will be offset by saving the \$10,000 budgeted to replace the Recreation Reservation System in 2013.

Purchases of event tickets through the new ActiveNet software would incur transaction fees whether the purchase is made in-person at GRF facilities or online; however, all transaction fees would be used as a credit toward the \$3,000 minimum yearly fee for using the ActiveNet software. Thus, if transaction fees met or exceeded \$3,000 per year, all ongoing costs for the system would be borne by ticket purchasers and none would be borne by GRF. At current transaction levels, Staff estimates that in its first year online purchases would generate \$1,600 of transaction fees, in-person purchases at Recreation facilities would generate \$1,000 of transaction fees, and the remaining \$400 in costs would be borne by GRF. The final portion borne by GRF would likely disappear in subsequent years as members gain familiarity with the new system and online orders increase as a proportion of all transactions.

Staff recommends implementation of the new ActiveNet software because it will allow for credit card transactions both online and at GRF facilities, will eliminate the cost of replacing and maintaining the current Safari software, and will increase the service level by increasing the convenience and user friendliness of the reservation system; add further capabilities for

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 Internet Ticket Purchasing for Recreation Events  
 March 8, 2010  
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scheduling, improve the analysis of facility usage, and should pay for itself within in approximately 3 years of its implementation.

Alternative One: Implement ActiveNet Software for Recreation	Costs
Training	\$6,000
Data Conversion	\$1,600
System Architecture	\$600
Total	\$8,200

*Alternative Two: Status Quo*

Under this alternative, credit card and Internet transactions for recreation events will not be implemented at this time. The existing maintenance fee for Safari will continue, currently \$2,700 per year, with replacement of the software with a similar version planned in 2013. Staff does not recommend this alternative because it is more costly and will not satisfy the requests for credit card and online ticket transactions.

Prepared By: Bryan Howard, Management Analyst *BH*

Reviewed By: Katy Howe, Maintenance Administrative Services *KH*  
 Manager  
 Steve LaFortune, Recreation Manager *SL*  
 Rich Lee, MIS Manager *RL*  
 Kurt Rahn, Landscape & Recreation Director *KRB*  
 Betty Parker, Budget & Financial Planning Manager *BP*  
 Janet Price, Finance & Administration Director *JP*  
 Jerry Storage, General Manager *JS*



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Internet Ticket Purchasing for Recreation Events  
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Attachment A – Online Transaction Fees

Payment Method	Online Transaction Fee	In-Person Transaction Fee
Credit Card	6.5% + \$0.50	3.75%
Cash or Check	N/A	1.5%



**RESOLUTION 90-10-25**

**WHEREAS**, the current procedure for residents to purchase tickets to events at GRF facilities is by way of check or cash; and such transactions are scheduled and tracked through software called Safari which does not support on-line ticketing;

**NOW THEREFORE BE IT RESOLVED**, April 6, 2010, that the Board of Directors of this Corporation hereby authorizes a supplemental appropriation in the amount of \$8,200 to be funded from the Equipment Fund; and

**RESOLVED FURTHER**, that such funds shall be used to upgrade the Recreation Division's reservation system software to ActiveNet to allow members to pay for events with credit cards, either through the Internet or at GRF recreation facilities; 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.