

A G E N D A

FINANCE COMMITTEE

REGULAR MEETING
TUESDAY, MAY 23, 2017, AT 9:00 AM
BOARD ROOM – GATEWAY COMPLEX

1. MEETING CALLED TO ORDER: David H. Smith, Chairman
2. ROLL CALL: Smith, Autrey, Dorband, Neff, Rosenzweig, and Yahng
3. APPROVAL OF REPORT: Regular meeting of April 25, 2017 (Attachment)
4. RESIDENTS' FORUM
5. CHAIRMAN'S REPORT – ANNOUNCEMENTS
6. STAFF REPORTS
 - a. CEO – General Comments
 - b. CFO – Monthly GRF Financials (copy in GRF Board Office Finance Committee mailbox)
 - c. Director of Mutual and Trust Operations – Trust Facilities and Property Maintenance, Projects, and Machinery/Equipment Acquisition Reports (Attachments)
7. UNFINISHED BUSINESS
 - a. Discuss allocation of MOD refund.
8. NEW BUSINESS

None
9. ADJOURNMENT
10. NEXT MEETING: Tuesday, June 27, 2017, at 9:00 a.m. in the Board Room at Gateway Complex

RSC/kv
cc: GRF Board

FINANCE COMMITTEE REPORT

REGULAR MEETING
TUESDAY, APRIL 25, 2017, AT 9:00 A.M.

A regular meeting of the Finance Committee was convened by the Chairman, David H. Smith, at 9:00 a.m. on Tuesday, April 25, 2017, in the Board Room at Gateway Complex.

Present, in addition to the Chairman, were Jean A. Autrey, F. William Dorband, Attendance Kenneth W. Haley, and Paul Rosenzweig. Mary K. Neff and Christopher T. Yahng were excused. Also attending were Sue DiMaggio Adams, Robert D. Kelso, Geraldine Pyle, and Stephen D. Roath, Directors, GRF; Timothy O'Keefe, CEO; Richard S. Chakoff, CFO; Jeffrey P. Matheson, Director of Resident Services; and one resident.

The report of the Committee's regular meeting of March 28, 2017, was approved as Report written. Approved

Mr. O'Keefe commented on several matters, including the newly-installed modular CEO's buildings at Del Valle Complex. Following Mr. O'Keefe's remarks, Ms. Autrey Report commented on a recent letter and editor's note in the Rossmoor News regarding payment of the membership transfer fee by contractors who purchase manors to renovate and re-sell. Mr. O'Keefe said that he and Maureen O'Rourke, Director of Communications and Rossmoor News Editor, are working on an article addressing the issue.

Mr. Chakoff reviewed the GRF Financials for March and MOD's Quarterly Staff Financials, and answered questions from Committee members. In Mr. Donner's Reports absence, he then reviewed the March Trust Facilities and Property Maintenance Report and answered questions from the Committee.

A motion was made by Mr. Haley and seconded by Mr. Rosenzweig to recommend to the GRF Board that the Restroom Casualty Loss be treated as an operating expense when the restroom is replaced. Following discussion, the vote on the motion was taken, and the motion CARRIED, with Messrs. Haley, Dorband and Rosenzweig voting "yes", and Ms. Autrey and Mr. Smith voting "no".

Recom-
mendation
to GRF
Board re.
Restroom
Casualty
Loss

Mr. Chakoff concluded staff reports with a review of the Capital Projects and Machinery/Equipment Acquisition Reports, and answered questions from Committee members along with Messrs. O'Keefe and Matheson.

Mr. Rosenzweig asked why the Committee had not received a report from staff regarding the estimated total cost of the project to construct accessible ramps to the main and back entrances of the Dollar Clubhouse. At last month's meeting, the Committee asked staff to provide more information regarding the estimated total cost of the project. Mr. Matheson said that he does not yet have an estimated total cost report because the conceptual design plans have not been completed. When the plans have been completed, an estimated total cost report will be presented to the Finance Committee for a recommendation to the GRF Board. The Board will then review the Committee's recommendation, cost and design options, and decide whether or not to proceed with the project.

Estimated
Total Cost
Report for
Dollar
Clubhouse
Accessibility
Ramps

The Committee discussed agenda item 8a, the MOD refund to the Mutuals.

MOD Refund
to Mutuals/
Recom-
mendation
to GRF
Board
re. MOD
Refund to
Mutuals

A motion was made by Ms. Autrey and seconded by Mr. Dorband to recommend to the GRF Board that a refund of operating surplus from the Mutual Operations Division of GRF (MOD) in the amount of \$140,000 be distributed on a per manor basis to the Mutuals managed by MOD. Following additional discussion, the vote on the motion was taken, and the motion CARRIED, with Ms. Autrey, and Messrs. Haley, Dorband, and Smith voting "yes", and Mr. Rosenzweig voting "no".

Mr. Rosenzweig proposed an additional motion to the Committee regarding future allocation of refunds from MOD operating surplus to the Mutuals. After a lengthy discussion, the Committee agreed to defer this item to the Committee's May meeting.

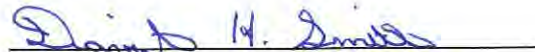
Proposed
Motion re.
Future
Allocation of
MOD

There being no further business to come before the Committee, the meeting was adjourned at 11:02 a.m.

Refunds
Deferred/
Adjourn-

The next regular meeting of the Finance Committee will be held on Tuesday, May 23, 2017, at 9:00 a.m. in the Board Room at Gateway Complex.

ment/
Next
Meeting:
5/23/17


David H. Smith, Chairman /ps
Finance Committee

CAPITAL PROJECTS
BUDGET AND EXPENDITURE REPORT
Reporting Period APRIL 2017

Project	Approved Budget	Reporting Period Expenditures	Incurred To-Date	Forecast To-Complete	Est. Final Expenditure	Under/(Over) Budget
Del Valle Renovation Project	9,611,800	353,689	1,220,256	8,391,544	9,611,800	0
Drop Creek Structure Construction	550,000		19,998	530,002	550,000	0
Valley-Wide Paving	510,000			510,000	510,000	0
Del Valle Pools Ultra-Violet System	302,500			302,500	302,500	0
Repave MOD Parking Lot	211,500			211,500	211,500	0
Replaster Del Valle Pools and Spa	165,000			165,000	165,000	0
Digital Phone System	140,000		140,000	0	140,000	0
Hillside Clubhouse Improvements	130,000	935	935	129,065	130,000	0
Rossmoor Gardens Restroom	88,000			88,000	88,000	0
Gateway Multi-Purpose Rooms Improvements	50,000			50,000	50,000	0
Traffic and Pedestrian Safety Study	33,400	12,006	22,525	10,875	33,400	0
Gateway Clubhouse Automatic Doors	27,000			27,000	27,000	0
Rossmoor Gardens Chain Link Fence	26,500			26,500	26,500	0
Gateway Clubhouse Electrical Improvements	25,000		5,131	19,869	25,000	0
Gateway Studios Space Study	25,000		17,290	7,710	25,000	0
Landscape Median Renovation	25,000			25,000	25,000	0
Sportsman's Park Pergola	18,000			18,000	18,000	0
MOD Conference Room Remodel	16,500			16,500	16,500	0
Fireside Room Automatic Shades	15,000	7,271	14,542	(0)	14,542	458
Dollar Clubhouse Ramp	8,400			8,400	8,400	0
Counseling Services Automatic Doors	6,500		5,918	0	5,918	582
TOTAL	11,985,100	373,901	1,446,595	10,537,465	11,984,060	1,040

Major Projects	Total Contingency	Contingency Reserved	Contingency Expended
Drop Creek Structure	70,000	0	0

**MACHINERY & EQUIPMENT
BUDGET AND EXPENDITURE REPORT**

Reporting Period: APRIL 2017

Project	Approved Budget	Incurred To-Date	Forecast To-Complete	Est. Final Expenditure	Under/(Over) Budget
MOD Vehicles (6)	199,000	181,622	17,378	199,000	0
GRF Vehicles (4)	160,000	56,802	103,198	160,000	0
Data Storage Project	97,000	47,721	49,279	97,000	0
Fairway Mower	62,000	60,295	(0)	60,295	1,705
Fireside Audio/Visual Equipment	26,500		26,500	26,500	0
Bunker Rake	19,500	19,374	(0)	19,374	126
Gateway Clubhouse Fiber Switch	12,000	10,958	0	10,958	1,042
Mail Inserter Machine	11,000	11,166	0	11,166	(166)
Dollar Clubhouse Pool Heater	6,500		6,500	6,500	0
			0		0
			0		0
TOTAL	593,500	387,937	202,856	590,793	2,707