Golden Rain Foundation

Architectural Design & Review Committee

Agenda

Administration Conference Room
Monday, December 11, 2017
1:00 p.m.

1. **Call to Order/Pledge of Allegiance**
2. **Roll Call/Notice of Quorum**
3. **Chairs Announcements**
   a. Introduction of Guests and Staff
      i. Linda Stone, GRF President
      ii. Randy Ankeny, Executive Director
      iii. Mark Weaver, Facilities Director
      iv. Tommy Fileto, Recreation Manager
      v. Corina Mancilla, Recording Secretary
   b. Rules of Order
   c. Chairs Report
4. **Approval of Minutes**
   a. ADRC Meeting Minutes, November 13, 2017 (Pgs. 1-6)
5. **Shareholder/Member Comments – Agenda Items Only**
   (Limited to 3 minutes per person)
6. **Unfinished Business**
   a. Mission Bell Location – Discussion Only
   b. Clubhouse Murals - Discussion Only
   c. St. Andrews Median, Update –Discussion Only
   d. Clubhouse Three – Clubhouse Revitalization
   e. Flower/Plant List – Approval
   f. Clubhouse Four
      i. Landscaping
      ii. Lamp Post Lighting
      iii. Display Cabinet
   g. El Dorado Drive Planters – Adjacent to RV Club (Pgs. 7-8)
7. **New Business**
   a. Additional Christmas Decorations (Pgs. 9-10)
   b. Clubhouse Four – Flagpole Location and Type – Discussion Only (Pgs. 11-12)
   c. Amphitheater Drapes - Color Selection (Pgs. 13-14)
   d. Palm Trees – Pool – Discussion Only

e. Material Selection – RV Lot Wall addition
f. Discretionary Funds

8. Staff Reports

a. Facilities Director (Pg. 15)
b. Recreation Manager
c. Executive Director

9. President's Comments

10. Shareholder Member Comments

(Limited to 3 minutes per person)

11. Committee Member Comments

12. Next Meeting

a. Monday, January 8, 2017
Administration Conference Room – 1:00 p.m.

13. Adjournment

ARCHITECTURAL DESIGN & REVIEW COMMITTEE MINUTES

November 13, 2017

The meeting of the Architectural Design & Review Committee (ADRC) was held on Monday, November 13, 2017 and was called to order at 1:00 p.m. by Chair Fekjar in the Administration Conference Room, followed by the Pledge of Allegiance by Mrs. Reed.

ROLL CALL

Present:	Ms. S. Fekjar, Chair	Ms. I. Heinrichs
	Ms. S. Hopewell, Vice Chair	Mr. B. Lukoff
	Mr. T. Dodero	Mrs. J. Reed
	Mr. W. Gould	Ms. L. Stone, Ex-Officio

Also Present:
Ms. L. Stone, GRF President
Mr. R. Ankeny, Executive Director
Mr. M. Weaver, Facilities Director
Mr. T. Fileto, Recreation Manager
Mrs. D. Bennett, Executive Coordinator
Mrs. C. Mancilla, Administrative Assistant
Ms. P. Snowden, GRF Representative, Mutual Two
Mrs. C. Damoci, GRF Representative, Mutual Twelve
Two Shareholder/Members

Chair Fekjar greeted and welcomed everyone to the Architectural Design & Review Committee meeting and introduced Foundation members, guests and staff.

By unanimous consent, the Chair declared the reading of the quorum notification be dispensed with.

In accordance with California Civil Code Section 4090, please be advised that a quorum of the GRF Board of Directors is present at today's posted meeting. The business of the ADR Committee will be conducted in accordance with the agenda. As a quorum of the Board is present, this meeting will be conducted as a committee meeting and a Board meeting. The agenda actions of the committee will be limited only to the members of the committee and will only constitute such actions in accordance with stated committee policy and/or provide recommendations to the GRF Board of Directors at its regular Board meeting on the 4th Tuesday of the month. GRF Board members who are not committee members will be allowed to comment when recognized by the Chair and only during the proscribed Foundation member comment period, not to exceed four minutes, as set forth

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in Policy 5610, Participation by Foundation Members. The minutes of today's Board meeting will be presented to the Board for approval following the approval of the committee meeting minutes in December 2017.

CHAIR'S ANNOUNCEMENTS

Chair Fekjar welcomed the Committee members, guests and staff, including GRF President Linda Stone; Executive Director Randy Ankeny; Facilities Director, Mark Weaver; Recreation Manager, Thomas Fileto, Executive Coordinator, Deanna Bennett and Recording Secretary, Corina Mancilla.

APPROVAL OF MINUTES

> The minutes of the October 9, 2017 meeting were approved, as presented.

CORRESPONDENCE

Plaque from Donor

After a brief discussion, Ms. Hopewell MOTIONED, seconded by Mr. Dodero and carried unanimously -

> **TO** approve returning the plaque acknowledging donor Jack Shilling to the wall of the exercise room.

UNFINISHED BUSINESS

Globe – Landscape Lighting

The Facilities Director presented an update on the lighting for the Globe.

After a brief discussion, Mr. Lukoff MOTIONED, seconded by Mr. Dodero and carried unanimously -

> **TO** recommend the GRF BOD award a contract to Schlick lighting, per the proposal by Fox & Fox Design, LLC.

Clubhouse Three – Revitalization Project

The Committee concurred to remove this item from the agenda.

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Mission Bell Location – Discussion Only

After a brief discussion, the Committee concurred to schedule a Work Study meeting with President Stone and Board Members Mr. Gould, Ms. Heinrichs and Mrs. Reed to review support bases.

Clubhouse Murals

President Stone provided an update on a meeting with The Photography and Digital Art club presidents. After a brief discussion, the Committee took no action, pending a meeting with Board Members Ms. Stone, Ms. Fekjar and Mrs. Reed to determine the number and size of photographs for Clubhouse Four.

St. Andrews Median – Update

The Committee concurred to address this item at the December meeting. President Stone will present a story board.

Holiday Decorations

After a brief discussion, Ms. Hopewell MOTIONED, seconded by Mrs. Reed and carried unanimously -

> **TO** approve not to purchase 10 large red Christmas bows for street light poles on Golden Rain Road.

Clubhouse Six Signage

After a brief discussion, Mr. Lukoff MOTIONED, seconded by Mr. Dodero and carried unanimously -

> **TO** approve brush gold, on MDL, lettering for Clubhouse Six Signage.

Stock Transfer – Office Art Work – Discussion Only

After a brief discussion, Mrs. Reed MOTIONED, seconded by Ms. Hopewell and carried unanimously -

> **TO** approve, with appropriate paperwork, fully indemnifying GRF, the acceptance of the loan of art work from member Barry Lukoff.

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Clubhouse Three – Clubhouse Revitalization – Sample Review

The Committee concurred to take no action at this time.

Flower/Plant List - Approval

The Committee concurred to take no action at this time.

Clubhouse Four – Lamp Post Lighting

The Committee concurred to address this item at the December meeting.

Clubhouse Six

The Committee concurred to take no action on tinting the old windows; the Facilities Director advised that the handrails have been painted.

NEW BUSINESS

Historical Society Memorabilia – Discussion Only

The Committee concurred to refer this issue to the Physical Property Committee.

(Vice Chair Hopewell was excused at 2:26 p.m.)

El Dorado Drive Planters – Adjacent to RV Club

The Facilities Director will bring information on Vinyl Wall Toppers to the December meeting.

Landscape/Tree Trimming – Bid Openings

After a brief discussion, Mr. Lukoff MOTIONED, seconded by Mr. Gould and carried unanimously -

> **TO** recommend the BOD approve a three year contract with John's Landscaping, for the Community Facilities Landscape Maintenance, an amount not to exceed $381,348.

CH4 – Discussion Only

After a brief discussion, Mrs. Reed MOTIONED, seconded by Mr. Gould and carried unanimously -

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> **TO** request the Finance Committee review available Surplus Operating Funds, not to exceed $15,000, for landscape improvements.

After a brief discussion, Mr. Lukoff MOTIONED, seconded by Mr. Gould and carried unanimously -

> **TO** recommend the BOD review safety issues pertaining to the flag pole.

Polo Shirt Colors – Recreation & Bus Driver Staff

After a brief discussion, Mrs. Reed MOTIONED, seconded by Mr. Dodero and unanimously carried –

> **TO** select the color ULTRAMARINE BLUE for the new Polo Shirts for the Recreation Staff.

After a brief discussion, Mrs. Reed MOTIONED, seconded by Mr. Dodero and unanimously carried –

> **TO** select the color LIME GREEN for the new Polo Shirts for the Bus Drivers and Recreation Event Staff.

(Mr. Dodero was excused at 3:07 p.m.)

Awning Replacements – Discussion Only and News Building

After a brief discussion, Mr. Lukoff MOTIONED, seconded by Mr. Gould and carried unanimously -

> **TO** approve TERRACOTTA color for awnings for Clubhouse Six, Building Five and the News Building, color to be verify by the Chair with the Facilities Director.

STAFF REPORTS

Facilities Director

The Facilities Director provided his report as presented in the agenda packet.

Executive Director

The Executive Director provided information and updates throughout the meeting.

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PRESIDENT'S COMMENTS

The President commented on the items pertaining to the Committee's area of purview throughout the meeting.

SHAREHOLDER COMMENTS

No shareholder/member spoke on an item pertaining to the agenda.

COMMITTEE MEMBERS COMMENTS

Five Committee members spoke on the proceedings of the Committee meeting.

ADJOURNMENT

Chair Fekjar adjourned the meeting at 3:57 p.m.

_____
Suzanne Fekjar, Chair
ARCHITECTURAL DESIGN & REVIEW COMMITTEE

cm 11.13.17

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Finyl Vinyl
Building Products
"Made to Last"

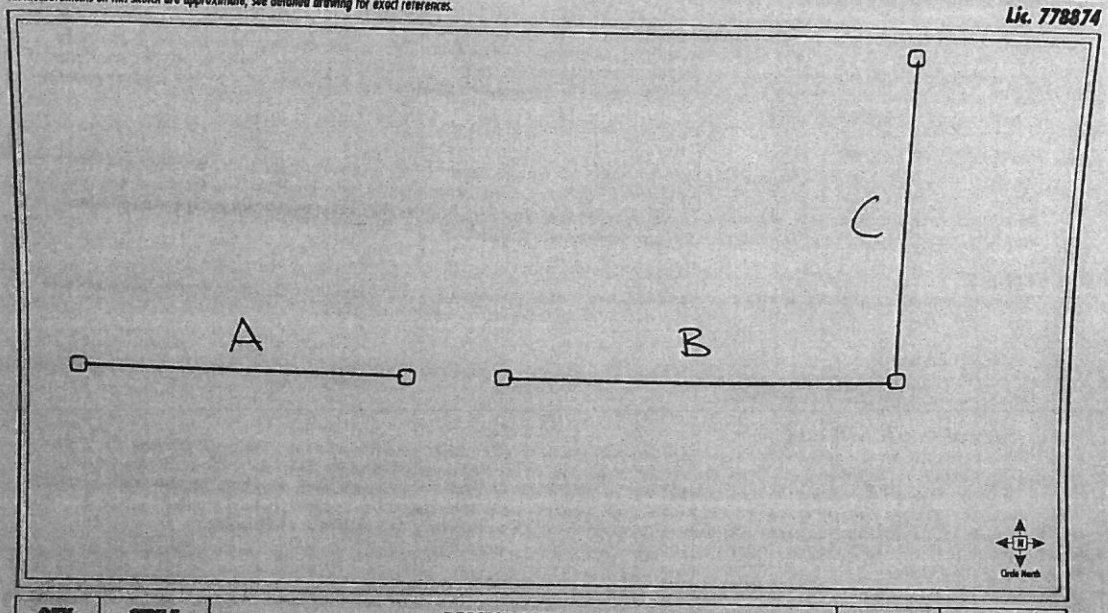
7592 Reynolds Circle, Huntington Beach, CA 92647
Office (714) 893-9921 • Fax (714) 893-9361

Seal Beach Leisure World

Customer: Weaver, Mark
Address: 1661 Golden Rain Rd
City: Seal Beach **State:** Ca **Zip:** 90740
Project Address:
Primary Phone: (562) 431-6586 EXT 701 **Alt. Phone:** (951) 805-8013
Projected Start: 4-5wks **EMail:** markwe@lwsb.com

All measurements on this sketch are approximate, see detailed drawing for exact references.

Lic. 778874



	QTY.	STYLE	DESCRIPTION	REG	SPECIAL
A	219'	W/T	x 48" White Vinyl Wall Topper	8,111.81	6,489.45
B	525'		" "	19,392.19	15,513.75
C	276'		" "	10,120.88	8,096.70

Notes: 50% Deposit required on all custom orders 50% Upon completion

	Materials	
	Tax	
	Install	
A + B		A, B & C
22,003.20	**Total**	30,099.90
11,001.60	**Down**	15,049.95
11,001.60	**Balance**	15,049.95

Should the Buyer elect to have Finyl Vinyl install the goods and if during the installation Finyl Vinyl encountres unusual conditions such as underground obstructions, utility company lines, pipes, unforseen impediment or damaged wood (as in deck or railing installations), Finyl Vinyl will inform the buyer and discontinue installation until such conditions are resolved. (Unforseen or unusual conditions are not covered by Finyl Vinyl's normal installation charges and will be billed at the hourly rate of $45.00 per man hour plus material and equipment rental fees). OK MD

A. Terms: As agreed herein, If not paid in full within 10 days of agreed upon DUE DATE an interest charge of 21% per annum of the past due balance will be charged.
B. Any and all changes to this agreement must be in writing and approved by both parties. Any such changed that involve extra cost, will be billed as a separate item over and above those listed herein.
C. Seller retains a security interest in all goods until the amounts called out herein are paid in full.
D. If it becomes necessary to take action to collect any or all of the monies called out herein buyer agrees to pay reasonable attorney fees or collection costs.

Customer: X **Date:**
Customer has read and understands terms & conditions shown on back of agreement
Finyl Vinyl Representative: Michael Dailey **Date:** 11/22/17
Finyl Vinyl Management: **Date:**
This contract is not valid until approved by Finyl Vinyl management

Description	
☐ ~~Gates hinge & direction marked~~	☐ ~~Posts mounted to wall~~
☑ Any obstruction within 3 ft.	☑ Posts mounted on wall 4" x 4"
☑ Sprinkler heads & pipes clear	☑ Posts on Block
☑ Customer home during install	☐ ~~Visible digging obstructions~~
☐ ~~Sloped ground~~	☐ Remove existing fence: FV ☑ Customer ☐

Picket size — Picket style — Picket spacing 6"
Proportional sections — Cap Style Pyr Rail follows: slope / level

Customer is responsible for:
1. Marking property lines & utilities
2. Moving sprinkler components
3. Securing will call load
4. Obtaining building permit ____

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NEW BUSINESS - 7A

CONSIDER IT DONE
HOME SERVICES
13962 El Dorado Dr. 60F
Seal Beach, Ca. 90740

Contractors Invoice

WORK PERFORMED AT:

TO: Golden Rain Foundation
P.O. 2069
Seal Beach CA 90740

DATE	YOUR WORK ORDER NO.	OUR BID NO.

DESCRIPTION OF WORK PERFORMED

Garland For Post

* 8 Units
* Outside Administration office
* Sconer Style
* Ribbon, ornaments, accessories
* Color Red, Green, Gold
* Battery opperated Light on Timers
* Labor, Shopping for Items
  paying for all materials
* Finish product for show

$ 400.00

All Material is guaranteed to be as specified, and the above work was performed in accordance with the drawings and specifications provided for the above work and was completed in a substantial workmanlike manner for the agreed sum of Check payable to Tommy Williams Dollars ($_____).

This is a ☐ Partial ☐ Full invoice due and payable by: ____ Month ____ Day ____ Year

in accordance with our ☐ Agreement ☐ Proposal No. ____ Dated ____ Month ____ Day ____ Year

adams NC3822

09-11

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Corina Mancilla

Subject: FW: Randy Ankeny - Notice of Approved Board Action - CH4 Exterior

Will do

Corina please place on the ADRC agenda.

Thank you,

Mark Weaver
Facilities Director
Golden Rain
Foundation
PO Box 2069, Seal
Beach, CA 90740

☎ (562) 431-6586, ext. 301 | ✉ markw@lwsb.com |
ⓦ www.lwsb.com

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From: Randy L. Ankeny
Sent: Wednesday, November 29, 2017 10:11 AM
To: Mark Weaver <markw@lwsb.com>
Cc: Suzanne Fekjar <sfekjar@lwsb.com>; Linda Stone <lstone@lwsb.com>; Carolyn Miller <carolynm@lwsb.com>
Subject: Randy Ankeny - Notice of Approved Board Action - CH4 Exterior

Mark:

The Board has approved the following:

MOVED and duly approved non-budgeted Operating Funds, from cost center 54, in an amount not to exceed $15,000, for exterior improvements, including but not limited to exterior lighting and landscape improvement, all materials to be approved by the Architectural Design and Review Committee.

Please note! As funds for this project are non-budgeted from cc54 in this years budget, all purchases and contracts MUST be completed by December 31, 2017.

1. Place action on the December ADRC agenda
2. Finalize light selection and order lights – This email as my approval to initiate the purchase with ADRC selection of the lights
3. Once lights are finalized this will establish what funds remains of the $15K, this is the landscape budget, we have two operations:
    a. Design and build, committee musty select what is to be done to the extent of the budget and get it done.
    b. Draft a contract with Johns for number (leave some contingency funds) and get it signed. The committee works with Johns on a design and build under the contract

Goal, if at all possible this project should be complete on or before December 31, 2017.

Suzie – ADRC may need to have a special meeting or 2 to get this done.

Mark, please note on CC54 the approved variance to Budget

Randy Ankeny
Executive Director
Golden Rain Foundation
PO Box 2069, Seal
Beach, CA 90740

☎ (562) 431-6586, ext. 312 |
randya@lwsb.com ⓦ www.lwsb.com

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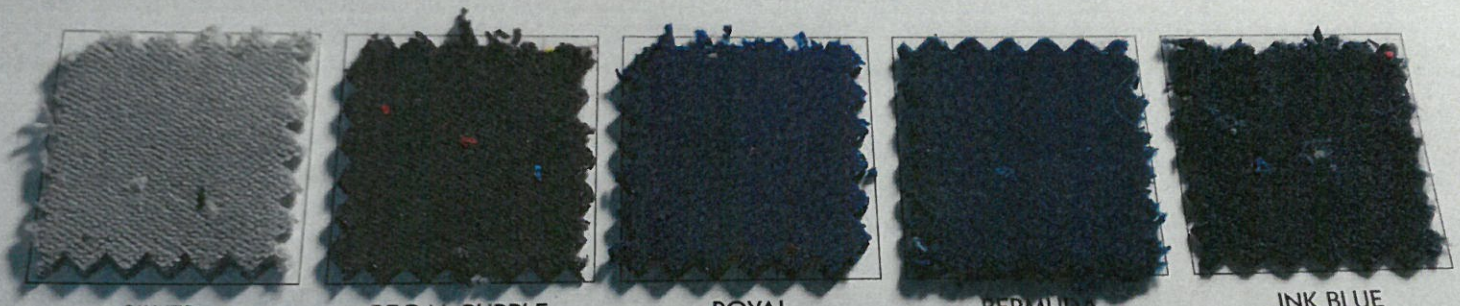
CRESCENT VELOUR

20 oz. · 54" WIDE · 100% POLYESTER

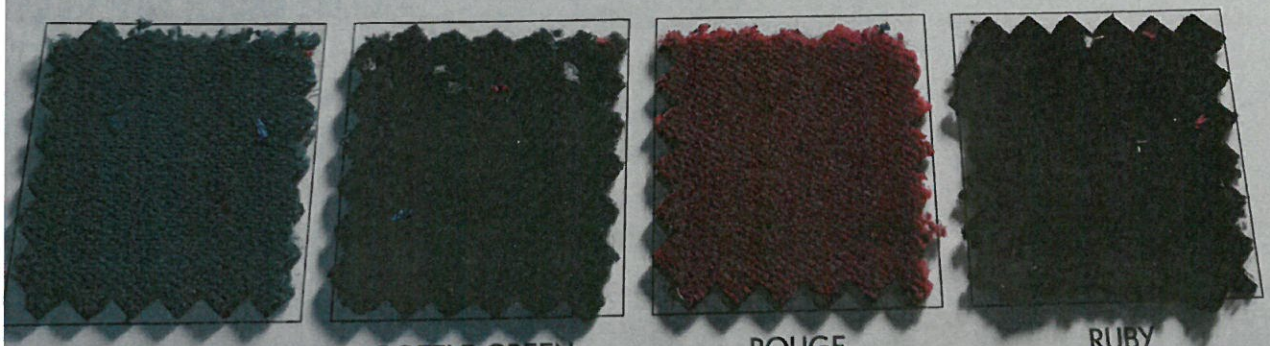
INHERENTLY FLAME RETARDANT

BURGUNDY

WHEAT GOLD MOLESKIN MINK BLACK



SILVER REGAL PURPLE ROYAL BERMUDA INK BLUE



PEACOCK BOTTLE GREEN ROUGE RUBY

colors subject to dye lot variation.

ROSE BRAN

Theatrical Fabrics, Fabrications &

800.223.1624 800.360.5056

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Budget Variance Report - September 2017
Architectural Design Review - CC ## ADR

For Cost Center ADR there is a favorable variance of $5,767 through the month of October 2017. The major variance is due to the following:

CC	GL Code	Account Description	Variance	Explanation
ADR	6438000	Other Professional Fees	4,168	Favorable-the committee's budget has not yet been spent.
ADR	6951000	Committee Discretionary Expense	999	Favorable-the committee's discretionary budget of $1,000 has not yet been spent.
		Total Explained Variances	5,167	

Acct #	Description	Y-T-D Actual	Y-T-D Budget	Budget Variance
	Expenses - Architectural Design & Review			
6215000 ADR	Mileage - Architectural Design	0	100	100
6410000 ADR	Office Supplies - Architectural Design	0	250	250
6438000 ADR	Other Professional Fees - Architectural	0	4,168	4,168
6482000 ADR	Dues, Memberships & Books - Architectura	0	250	250
6951000 ADR	Committee Discretionary Expense - Archit	1	1,000	999
	Total Expenses	1	5,768	5,767
5330000 ADR	Income / Refund from Mutuals - Architect	5,600	5,600	0
	Total Cost Recovery	5,600	5,600	0
	Off Budget Items			
	Net Income/ (Expense)	5,599	(168)	5,767