



## **ARCHITECTURAL DESIGN & REVIEW COMMITTEE MINUTES**

### **February 14, 2017**

The meeting of the Architectural Design & Review Committee (ADRC) was held on Tuesday, February 14, 2017, and was called to order at 10:00 a.m. by Chair Hopewell in the Administration Conference Room, followed by the Pledge of Allegiance by Mrs. J. Reed.

#### **ROLL CALL**

Present:	Ms. S. Hopewell, Chair	Mr. P. Moore
	Mrs. J. Reed, Vice Chair	Ms. L. Stone
	Mrs. M. Doderio	Mrs. C. Damoci, Ex-Officio
	Mr. S. McGuigan	

Absent: Mr. B. Scheuermann

Also Present:

- Mr. R. Ankeny, Executive Director
- Mr. M. Weaver, Facilities Director
- Mrs. L. Whitlock, Administrative Secretary
- Mr. R. Stone, GRF Representative, Mutual One
- Mr. B. Lukoff, GRF Representative, Mutual Fourteen
- Mrs. H. Tran, GRF Representative, Mutual Fifteen
- Three Shareholders/Members
- Hon. S. Massa-Lavitt, Mayor of Seal Beach

Guests:

- Jerri L. Pick, LEED AP – Mission Landscape Architecture
- Rocco M. Campanozzi, RLA – Mission Landscape Architecture

Chair Hopewell 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 4<sup>th</sup> 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 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 March, 2017.

### **CHAIR'S ANNOUNCEMENTS**

Chair Hopewell welcomed the Committee members, guests and staff, including GRF President, Carol Damoci; Executive Director, Randy Ankeny; Facilities Director, Mark Weaver; Administrative Secretary, Laura Whitlock and the Hon. S. Massa-Lavitt, Mayor of Seal Beach.

Chair Hopewell also introduced special guests, Jerri L. Pick, LEED AP and Rocco M. Campanozzi, RLA from Mission Landscape Architecture and requested that everyone exhibit an appropriate amount of decorum and to please turn off cell phones.

### **GUEST SPEAKERS**

Ms. Jerri Pick and Mr. Rocco Campanozzi of Mission Landscape Architecture presented three Landscape Concept Plans for the Main Gate Entry Renovation.

It is the consensus of the Committee to select Concept No. 2, as presented. An ADRC Work Study meeting has been scheduled for Friday, February 24, 2017 at 1:00 p.m. in Conference Room C, Bldg. 5, to select plants, flowers, shrubbery and trees for the Concept No. 2.

### **APPROVAL OF MINUTES**

The meeting minutes of the January 10, 2017, were approved as presented.

### **CORRESPONDENCE**

- a. Gail Peterson, Trees at Administration Entrance – Chair Hopewell reported that Committee Member L. Stone was able to address Ms. Peterson's concern.



- b. Leslie Tinti, Dolphin Topiary – Mr. Ankeny reported that one of the two topiary dolphins was revitalized due to the recent rain and proposed a new location to display it would be in the proposed topiary garden.
- c. Kelly Johnson, Topiary and Jewelry Club – After a brief discussion, the Executive Director stated that he will reach out to Purchasing for a cost on the proposed Lapidary and Jewelry Club Hall Cabinet and present to the Committee at its next scheduled regular meeting. No action taken.

## **OLD BUSINESS**

### **Building 5, Update**

The Facilities Director presented photos of the new signage for the News Office and Amphitheater. Facilities Director asked Committee what they would like to see on the News Office Door.

It is the consensus of the Committee to place the new masthead, "LW Weekly" on the door of the News Office.

### **Clubhouse 2 – Color and Roofing Product Selection**

Facilities Director provided samples of roofing materials and colors for Clubhouse 2. After a brief discussion, it is the consensus of the Committee to select Timberline, Light Brown for the roofing material and color for Clubhouse 2.

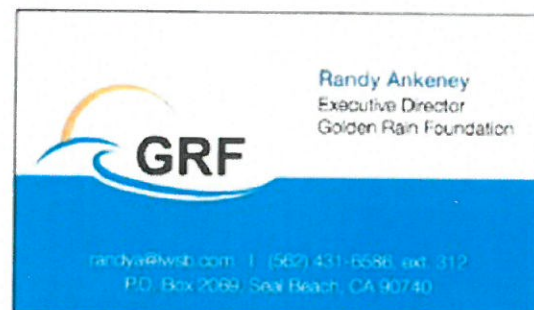
### **Christmas Holiday Decorating Sub-Committee**

Chair Hopewell disbanded the Christmas Holiday Decorating Sub-Committee and thanked its members for their dedication and hard work.

## **NEW BUSINESS**

### **Selection of New GRF Business Cards**

After a brief review of sample new GRF business cards submitted by Publications Manager, it is the consensus of the Committee to select the 4th design as presented on page 10 of the agenda packet.



### New GRF Logo on Fleet Vehicles

Facilities Director provided photos of the new GRF logo on fleet vehicles.

It is the consensus of the Committee to direct staff to repaint the white mailboxes throughout the community and place the new GRF logo on each of them.

### Landscaping on South St. Andrews Drive

Facilities Director reported that the Physical Property Committee will be requesting bids for the removal of the trees on South St. Andrews before the Committee can discuss landscaping. No action taken.

### Naming of the Garden Area Contest (Administration Area)

It is the consensus of the Committee to further discuss the details of this contest at the upcoming ADRC Work Study meeting, which is scheduled for Friday, February 24, 2017 at 1:00 p.m. in Conference Room C, Bldg. 5.

### Approval of New Plants and Trees

The ADRC Work Study Group submitted various trees and plants to be reviewed and approved by the Committee and to be added to the ADRC Binder.

Following a brief discussion, Ms. L. Stone MOTIONED, seconded by Mrs. Reed and unanimously carried by Committee members present –

**TO** accept and approve the new plants and trees presented by the ADRC Work Study Group and to be added to the ADRC Binder.

## **POLICIES**

### Review of Policy 5160-ADR, Architectural Design and Review Committee

After a brief discussion, GRF President recommended for Chair Hopewell to review Policy 5160-ADR with Chair Lukoff of the Physical Property Committee to determine landscaping responsibilities. No action taken.

## **STAFF REPORTS**

### Executive Director

The Executive Director provided updates and reports throughout the meeting.

Facilities Director

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

**SHAREHOLDER / MEMBER COMMENTS (Agenda Items Only)**

One shareholder/member spoke on various items pertaining to the Committee's area of purview.

**COMMITTEE MEMBERS COMMENTS**

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

**ADJOURNMENT**

Chair Hopewell adjourned the meeting at 11:59 a.m.

A handwritten signature in black ink, appearing to read "Susan Hopewell", is written over a horizontal line.

Susan Hopewell, Chair  
ARCHITECTURAL DESIGN & REVIEW COMMITTEE

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## RECAP OF MOTIONS AND ACTIONS TAKEN AT THE ARCHITECTURAL DESIGN & REVIEW COMMITTEE MEETING

### MOTIONS

- By unanimous consent, the Chair declared the reading of the quorum notification be dispensed with.
- The meeting minutes of the January 10, 2017, were approved as presented.
- The minutes of the Special Meeting of December 20, 2016, were approved as presented.
- **TO** accept and approve the new plants and trees presented by the ADRC Work Study Group and to be added to the ADRC Binder.

### ACTIONS

- It is the consensus of the Committee to place the new masthead, "LW Weekly" on the door of the News Office.
- It is the consensus of the Committee to select Timberline, Light Brown for the roofing material and color for Clubhouse 2.
- Chair Hopewell disbanded the Christmas Holiday Decorating Sub-Committee and thanked its members for their dedication and hard work.
- It is the consensus of the Committee to select the 4th design as presented on page 10 of the agenda packet.
- It is the consensus of the Committee to direct staff to repaint the white mailboxes throughout the community and place the new GRF logo on each of them.
- It is the consensus of the Committee to further discuss the details of this contest at the upcoming ADRC Work Study meeting, which is scheduled for Friday, February 24, 2017 at 1:00 p.m. in Conference Room C, Bldg. 5.
- Chair Hopewell adjourned the meeting at 11:59 a.m.