



ARCHITECTURAL DESIGN & REVIEW COMMITTEE MINUTES

September 11, 2017

The meeting of the Architectural Design & Review Committee (ADRC) was held on Monday, September 11, 2017 and was called to order at 1:00 p.m. by Chair Fekjar in the Administration Conference Room A, followed by the Pledge of Allegiance by Mrs. Reed.

ROLL CALL

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

Absent: Ms. S. Hopewell, Vice Chair

Also Present: Ms. L. Stone, GRF President
Mr. R. Ankeny, Executive Director
Mr. M. Weaver, Facilities Director
Mr. T. De Leon, Recreation Director
Mrs. L. Whitlock, Administrative Secretary
Mrs. V. Morris, Library OPS Supervisor
Mr. J. Fox, Fox & Fox Design (Arrived 2:13 p.m.)
Mr. R. Stone, GRF Representative, Mutual One
Ms. P. Snowden, GRF Representative, Mutual Two
Mr. R. Crossley, GRF Representative, Mutual Fifteen
Six 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 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 October 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 Director, Terry De Leon; John Fox, Fox & Fox Design (Arrived 2:13 p.m.) and Recording Secretary, Laura Whitlock.

APPROVAL OF MINUTES

The meeting minutes of the August 25, 2017 meeting were approved as presented.

OLD BUSINESS

Topiary Area, Update (Item 8A)

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

TO approve the non-budgeted Capital funds request in an amount not to exceed \$8,000 for the irrigation, installation of grass and plants and the replanting of the dolphin topiaries behind Clubhouse 3; and forward to the Finance Committee for review and the Board for final approval.

Clubhouse Two, Update (Item 8B)

The Facilities Director reported that the item of Clubhouse Two is being forwarded to the Physical Property Committee. No action taken.

NEW BUSINESS

Library Area, Bid from Johns Landscaping (Item 9A)

After a discussion, Mr. Gould MOTIONED, seconded by Mrs. Reed and carried with one "no" vote from Mr. Dodero –

TO approve Option #2 of Johns Landscaping bid dated August 31, 2017 for the Library Area in the amount of \$4,080.

OLD BUSINESS

St. Andrews Median, Update (Item 8F)

GRF President Stone presented a concept for the landscaping for the St. Andrews Median. After a brief discussion, Mr. Doderio MOTIONED, seconded by Mr. Gould and unanimously carried –

TO accept the concept for the St. Andrews Median, as presented GRF President Stone.

SPECIAL PRESENTATION

Fox & Fox Design (Item 7A)

John Fox of Fox & Fox Design provided a presentation of their idea for lighting the Globe. After a brief discussion and Mr. Fox's presentation, Mr. Gould MOTIONED, seconded by Mrs. Reed and unanimously carried –

(Chair Fekjar called for a 10-minute recess at 2:32 p.m.)

(Meeting called back to order at 2:42 p.m.)

TO request a proposal from Fox & Fox Design to incorporate landscape and monument lighting in their current plan.

OLD BUSINESS

Landscape Specifications, Community Facilities (Item 8D)

The Facilities Director presented the Landscape Specifications, Community Facilities for the Committee to review. After a brief discussion, Mrs. Reed MOTIONED, seconded by Mr. Gould and unanimously carried –

TO accept the Landscape Specifications for Community Facilities as presented by Mr. Weaver with one modification, which is to add the words "maintenance and improvement" to Section A1.

Mural at Clubhouse Four, Update (Item 8E)

After a brief discussion and review of the photos submitted by staff, it is the consensus of the Committee to have staff take more pictures for the Mural Project at Clubhouse Four and submit at the next scheduled meeting.

RV Lot Signage, Update (Item 8G)

After review of the RV Lot Signage samples presented by the Executive Director, it is the consensus of the Committee to select the second layout with the addition of a contact phone number.

Mural at Clubhouse 6, Update (Item 8H)

The Committee reviewed the LW Art League's renderings of the revised mural at Clubhouse Six. After a brief discussion, Mr. Lukoff MOTIONED, seconded by Mr. Gould and carried with one "no" vote by Mr. Dodero –

TO accept the revised mural as presented by the LW Art League and forward to the Board for approval.

Fleet Vehicle Appearance (Item 8I)

The Executive Director presented a photo with the new proposed colors for the fleet vehicles. After a brief discussion, Mr. Lukoff MOTIONED, seconded by Mr. Gould and unanimously carried –

TO approve the color for GRF fleet vehicles as presented by the Executive Director.

Holiday Decorations, Update (Item 8J)

After a brief discussion, it is the consensus of the Committee to have Mr. Fileto request a larger size wreath for the Administration building and see what extras can be provided at no additional cost.

NEW BUSINESSSigns for North and St. Andrews Gates (Item 9B)

It is the consensus of the Committee to bring the item of Signs for the North and St. Andrews gates to the next scheduled committee meeting. No action taken.

Signage for “The Courtyard” (Item 9C)

After a brief discussion, the Executive Director stated that he will draw up a design and present it to the Committee at its next scheduled meeting.

Executive Director

The Executive Director provided information and updates throughout the meeting.

Facilities Director

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

PRESIDENT’S COMMENTS

President Stone had no further comments.

SHAREHOLDER COMMENTS

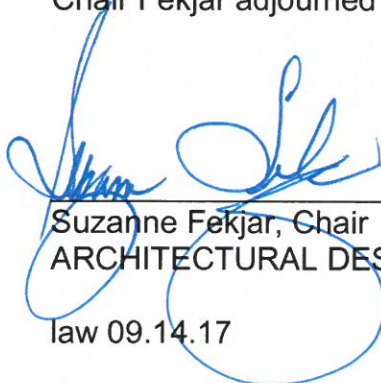
There were no shareholder comments.

COMMITTEE MEMBERS COMMENTS

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

ADJOURNMENT

Chair Fekjar adjourned the meeting at 3:47 p.m.



Suzanne Fekjar, Chair
ARCHITECTURAL DESIGN & REVIEW COMMITTEE

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

MOTIONS

- The meeting minutes of the August 25, 2017 meeting were approved as presented.
- **TO** approve the non-budgeted Capital funds request in an amount not to exceed \$8,000 for the irrigation, installation of grass and plants and the replanting of the dolphin topiaries behind Clubhouse Three; and forward to the Finance Committee for review and the Board for final approval.
- **TO** accept the concept for the St. Andrews Median, as presented GRF President Stone.
- **TO** request a proposal from Fox & Fox Design to incorporate landscape and monument lighting in their current plan.
- **TO** accept the Landscape Specifications for Community Facilities as presented by Mr. Weaver with one modification, which is to add the words “maintenance and improvement” to Section A1.
- **TO** accept the revised mural as presented by the LW Art League and forward to the Board for approval.
- **TO** approve the color for GRF fleet vehicles as presented by the Executive Director.
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ACTIONS

- After a brief discussion and review of the photos submitted by staff, it is the consensus of the Committee to have staff take more pictures for the Mural Project at Clubhouse Four and submit at the next scheduled meeting.
- After review of the RV Lot Signage samples presented by the Executive Director, it is the consensus of the Committee to select the second layout with the addition of a contact phone number.

- After a brief discussion, it is the consensus of the Committee to have Mr. Fileto request a larger size wreath for the Administration building and see what extras can be provided at no additional cost.
- It is the consensus of the Committee to bring the item of Signs for the North and St. Andrews gates to the next scheduled committee meeting. No action taken.
- After a brief discussion, the Executive Director stated that he will draw up a design and present it to the Committee at its next scheduled meeting.
- Chair Fekjar adjourned the meeting at 3:47 p.m.