



ARCHITECTURAL DESIGN & REVIEW COMMITTEE MINUTES

November 8, 2016

The meeting of the Architectural Design & Review Committee (ADRC) was held on Tuesday, November 8, 2016, and was called to order at 10:00 a.m. by Chair Hopewell in the Administration Conference Room, followed by the Pledge of Allegiance.

ROLL CALL

Present:	Ms. S. Hopewell, Chair	Mr. B. Scheuermann (11:08)
	Mrs. J. Reed, Vice Chair	Ms. L. Stone
	Mrs. M. Doderio	Mrs. C. Damoci, Ex-Officio
	Mr. P. Moore	

Absent: Mr. S. McGuigan

Also Mr. R. Ankeny, Executive Director

Present: Mr. M. Weaver, Facilities Director

Mr. T. Fileto, Recreation Supervisor

Mrs. L. Whitlock, Recording Secretary

Mr. P. Hood, GRF Representative, Mutual Five

Ms. P. Snowden, GRF Representative, Mutual Two

Mr. B. Lukoff, GRF Representative, Mutual Fourteen

Mrs. H. Tran, GRF Representative, Mutual Fifteen

Three Shareholders/Members

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 Recreation 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 December, 2016.

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; Recreation Supervisor, Tommy Fileto and Recording Secretary, Laura Whitlock. She requested that members exhibit an appropriate amount of decorum and to please turn off cell phones.

APPROVAL OF MINUTES

The minutes of the October 11, 2016 meeting were approved as presented.

CORRESPONDENCE

(No correspondence received for October.)

OLD BUSINESS

Landscape at On-site Sales Office

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

TO approve Johns Landscaping to remove the Bird of Paradise plants and rocks from the planter area at the Onsite Sales Office Parking lot and install a 5" cement boarder around the planter area and dispose all materials for a cost not to exceed \$1,560. Funding from Project #725-14.

Logo Design, Modification and Update

Mr. Moore MOTIONED, seconded by Mrs. Dodero and unanimously carried by Committee members present –

TO approve the Community Identity and GRF logos as modified by Executive Director during the meeting and forward to the Board for final approval.

Signage for News Office and Amphitheater

Facilities Director reported that the signs for the News Office and the Amphitheater are on order and should be installed within the next 30 days. He will provide an update at the next scheduled committee meeting.

Amphitheater Restrooms - Update

Facilities Director provided an update regarding the Amphitheater restrooms and reported that the materials have been ordered and will begin painting next week. He will provide an update at the next scheduled committee meeting.

Holiday Banners Update / Location

Ms. L. Stone MOTIONED, seconded by Mr. Moore and unanimously carried by Committee members present –

TO approve the purchase of 32 holiday banners and stainless steel bands needed to replace current bands, in an amount not to exceed \$4,000.

Laser Light Demonstration

Recreation Supervisor reported that the date for the Laser Light Demonstration is scheduled for Wednesday, 11/09/2016 at 6:00 p.m. He also reported that the Tree Lighting Ceremony will take place on Monday, 11/28/2016 at 5:30 p.m.

NEW BUSINESS

Donor Wall

Mr. Moore MOTIONED, seconded by Mrs. Reed and passed with two abstentions from Mrs. Doderio and Ms. L. Stone –

TO approve and forward to the Board the concept of the Donor Wall at the Amphitheater Breeze Way Wall, as presented by Lynn Baidack of the Golden Age Foundation.

Mrs. Reed MOTIONED, seconded by Mr. Moore and unanimously carried by Committee members present –

TO select the color “oyster” for the color of the tile to be used for the Donor Wall at the Amphitheater Breeze Way Wall.

Globe Lighting

Facilities Director reported that he's is expecting a quote for the Globe Lighting project. Chair Hopewell asked Facilities Director to get another bid for this project and present an update at the next Committee meeting.

On-Site Sales Office Signage and Landscape Lighting

Facilities Director reported that Service Maintenance will be installing the lights for the Onsite Sales Office Signage and Landscape area.

Tree and Plant List Approval

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

TO accept the "Approved v Not Approved" Tree List as presented.

Planter Area in Front of Stock Transfer Office (Administration Building)

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

TO replace plants in the planter area in front of the Stock Transfer Office, Administration Building. Discretionary funds to be used for this project in an amount not to exceed \$1,000.

Quarterly Review of ADRC Binder

It is the consensus of the Committee for staff to complete the ADRC Binder as requested and present it at the next scheduled meeting.

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)

No shareholders had any comments.

COMMITTEE MEMBERS COMMENTS

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

ADJOURNMENT

Chair Hopewell adjourned the meeting at 11:41 a.m.


Susan Hopewell, Chair
ARCHITECTURAL DESIGN & REVIEW COMMITTEE

law 11.16.16

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 minutes of the October 8, 2016 meeting were approved as presented.
- **TO** approve Johns Landscaping to remove the Bird of Paradise plants and rocks from the planter area at the Onsite Sales Office Parking lot and install a 5" cement boarder around the planter area and dispose all materials for a cost not to exceed \$1,560. Funding from Project #725-14.
- **TO** approve the Community Identity and GRF logos as modified by Executive Director during the meeting and forward to the Board for final approval.
- **TO** approve the purchase of 32 holiday banners and stainless steel bands needed to replace current bands, in an amount not to exceed \$4,000.
- **TO** approve and forward to the Board the concept of the Donor Wall at the Amphitheater Breeze Way Wall, as presented by Lynn Baidack of the Golden Age Foundation.
- **TO** select the color "oyster" for the color of the tile to be used for the Donor Wall at the Amphitheater Breeze Way Wall.
- **TO** accept the "Approved v Not Approved" Tree List as presented.
- **TO** replace plants in the planter area in front of the Stock Transfer Office, Administration Building. Discretionary funds to be used for this project in an amount not to exceed \$1,000.

ACTIONS

- Facilities Director reported that the signs for the News Office and the Amphitheater are on order and should be installed within the next 30 days. He will provide an update at the next scheduled committee meeting.

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- Facilities Director reported that Service Maintenance will be installing the lights for the Onsite Sales Office Signage and Landscape area.
- It is the consensus of the Committee for staff to complete the ADRC Binder as requested and present it at the next scheduled meeting.
- Chair Hopewell adjourned the meeting at 11:41 a.m.