



PHYSICAL PROPERTY COMMITTEE MINUTES

March 13, 2017

The regular meeting of the Physical Property Committee was called to order at 1:00 p.m. by Chair Lukoff and was held on Monday, March 13, 2017, in the Administration Conference Room B, Building Five, followed by the Pledge of Allegiance.

ROLL CALL

Present:	Mr. B. Lukoff, Chair	Ms. L. Stone
	Ms. M. Greer	Ms. H. Tran
	Ms. K. Rapp	Mrs. C. Damoci, Ex-Officio
	Mr. R. Stone	

Absent: Mr. P. Hood

Also Present: Mr. R. Ankeny, Executive Director
Mr. P. Pratt, GRF Representative, Mutual Two
Ms. P. Snowden, GRF Representative, Mutual Two
Mrs. J. Reed, GRF Representative, Mutual Four
Ms. S. Fekjar, GRF Representative, Mutual Sixteen
Mr. P. Moore, GRF Representative, Mutual Seventeen
Mr. M. Weaver, Facilities Director
Mr. D. Rudge, Project Coordinator / Building Inspector
Ms. K. Lukina, Recording Secretary
Twelve Shareholders/Foundation Members

CHAIR'S ANNOUNCEMENTS

There being no objections, Chair Lukoff declared the reading of the Quorum Notification be dispensed with by unanimous consent.

The Chair stated that 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 Physical Property 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 three 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 April, 2017.

RULES OF ORDER

Chair Lukoff asked everyone to silence or turn off their cell phones.

CHAIR'S REPORT

Chair Lukoff introduced guests and staff, and had no report to present at the time of the meeting.

APPROVAL OF MINUTES

The regularly scheduled Committee meeting minutes of February 13, 2017, were approved, as corrected.

SHAREHOLDER/ MEMBER COMMENTS

One shareholder/member spoke of the parking situation on Thunderbird Drive. The Facilities Director stated that this topic will be addressed at the next meeting during the Red Curb Reset Study.

CORRESPONDENCE

George Goltra, Improving Driver Safety, Mu. 2, 22-A

Chair Lukoff read a piece of correspondence from a shareholder, Mr. Goltra, expressing his concerns on safe driving along the Thunderbird Drive and the Monterey Road.

The Facilities Director stated that Mr. Goltra's concerns regarding driver's safety on Thunderbird Drive, and Monterey Road will be addressed at the future meeting during the Red Curb Reset Study.

OLD BUSINESS**St. Andrews Drive**

The Facilities Director stated that St. Andrews Drive four lane model is in the works, and will be presented for the Committee's review at the next scheduled meeting.

2015 Movement Study and Red Curb Reset Project

The Facilities Director stated that the presented Community Wide Movement Study draft for Leisure World from 2015 has been used as a model, followed by CAMUTCD, to enforce traffic regulations within the community by Seal Beach police.

After a discussion, it was the consensus of the majority of Committee members to review the revised Community Wide Movement Study draft with exact amount of work to be done throughout the community, and associated costs to comply with CAMUTCD at the next scheduled meeting.

Post Office Railing and Stairs

The Committee reviewed the work proposal from MJ Jurado to install the stairs, re-construct the posts, and add hand rails at the Post Office, as presented by the Facilities Director.

After a brief discussion, Mrs. Greer MOTIONED, seconded by Ms. Stone –

TO allow MJ Jurado to install the stairs, re-construct the posts, and add hand rails at the Post Office in the amount of \$9,100.00, and send a request to the Finance Committee for a funding approval from Capital budget, and to the Board of Directors for approval. The Board will also determine the exact location of the stairs upon the funding approval.

The motion passed with one "No" vote (Mrs. H. Tran).

Amphitheater Parking Lot Design

The Facilities Director stated that the revised Amphitheater parking lot design will be presented for the Committee's review at its upcoming meeting.

Clubhouse Six Parking Lot Design (alternative 2, exhibit 5)

The Facilities Director stated that the revised Clubhouse Six parking lot design (alternative 2, exhibit 5) will be presented for the Committee's review at its upcoming meeting.

Drainage System on St. Andrews Dr. and Golden Rain Rd.

The Facilities Director presented the pictures, the work proposal, and the costs on reconstruction of the drainage system on St. Andrews Drive and Golden Rain Rd. received from MJ Jurado.

After a brief discussion, it was the consensus of the Committee to allow MJ Jurado to reconstruct the drainage system at the intersection of Golden Rain Rd. and St. Andrews Drive in the amount of \$49,500 with 10% contingency.

After the discussion regarding the Policy 5506-31 the Committee agreed on sending this project out for bid to be in compliance with the Policy 5506-31.

NEW BUSINESSAdd Ramp to Clubhouse Six East Entrance

The Facilities Director presented the work proposal, and the costs on constructing new handicap ramp, including hand rails at the Clubhouse Six East entrance by MJ Jurado.

After a brief discussion, the Committee made no action on the proposal of adding a ramp to Clubhouse Six East entrance at the time of the meeting.

POLICIES

It was the consensus of the Committee to send Physical Property Committee Policies except the Policies 1350-70, and 5130-70 to the Policy Re-write Sub-Committee. It was also the consensus of the Committee to mark the Policies 1350-70, and 5130-70 as charters, and have Chair Lukoff present revised drafts for Committee's review at the next scheduled meeting.

Sub-Committee Reports. Landscaping Sub-Committee

After a brief discussion, Mr. Stone MOTIONED, seconded by Mrs. Greer –

TO dissolve the Landscaping Sub-Committee.

The motion was carried unanimously by Committee members present.

STAFF REPORTSFacilities Director

The Facilities Director spoke of his reports, and provided the Committee with the updates on completed and current projects as presented.

Facilities Manager

The Facilities Manager spoke of the Extensive Mutual/GRF Orders as presented, and stated that Service Maintenance may fall behind on some projects due to emergency repairs. The Facilities Manager also stated that sewage line inspections in the Mutuals are performed in order, as requested.

Project Coordinator

The Project Coordinator commented on agenda items throughout the meeting.

Executive Director

The Executive Director informed the Committee of the Finance Committee revising, and possibly increasing the Service Maintenance staff wages, adding emergency lights to the restrooms and possibly Clubhouse halls, and looking into repairing heavy rain leaks in the Clubhouses.

PRESIDENT'S COMMENTS

The President commented on the items pertaining to the Committee's area of purview throughout the meeting, and reminded the Committee of the upcoming ID Cards renewal event scheduled for the second week of May. The President stated that new ID Cards will differentiate by being marked based on the residency status, and old ID Cards will no longer be effective starting July 1, 2017. She also stated that the hospitality and the ping-pong areas of Clubhouse Six will be temporary closed to accommodate the event.

SHAREHOLDERS/ MEMBERS COMMENTS

Two shareholders/members spoke on the items pertaining to the Committee's area of purview including ID Cards renewal, and the changes that Thunderbird Drive may undergo according to the Urban Crossroads Community Wide Movement Study draft.

The Facilities Director stated that the upcoming Red Curb Reset Study will clarify the Thunderbird Drive situation.

The President also responded to the shareholder's question on whether or not the Seal Beach police will enforce the regulations for golf carts within the community, and stated that golf cart owners need to make sure they meet equipment requirements regardless. The President also stated that golf carts may be required to be re-tagged and insured in the future.

COMMITTEE MEMBER COMMENTS

Five Committee members spoke on the items pertaining to the Committee's area of purview.

ADJOURNMENT

Chair Lukoff adjourned the meeting at 2:17 p.m.



Barry Lukoff, Chair
PHYSICAL PROPERTY COMMITTEE

kl 03.13.2017

RECAP OF MOTIONS AND ACTIONS TAKEN AT THE PHYSICAL PROPERTY COMMITTEE MEETING

MOTIONS

- There being no objections, Chair Lukoff declared the reading of the Quorum Notification to be dispensed with by unanimous consent;
- Minutes from the February 13, 2017 meeting were approved, as presented;
- **TO** allow MJ Jurado to install the stairs, re-construct the posts, and add hand rails at the Post Office in the amount of \$9,100.00, and send a request to the Finance Committee for a funding approval from Capital budget, and to the Board of Directors for approval. The Board will also determine the exact location of the stairs upon the funding approval.
- **TO** dissolve the Landscaping Sub-Committee;
- Meeting adjourned at 2:17 p.m.

ACTIONS

- It was the consensus of the majority of Committee members to review the revised Community Wide Movement Study draft with exact amount of work to be done throughout the community, and associated costs to comply with CAMUTCD at the next scheduled meeting;
- It was the consensus of the Committee to allow MJ Jurado to re-construct the drainage system at the intersection of Golden Rain Rd. and St. Andrews Drive in the amount of \$49,500 with 10% contingency;
- It was the consensus of the Committee to send Physical Property Committee Policies except the Policies 1350-70, and 5130-70 to the Policy Re-write Sub-Committee;
- It was also the consensus of the Committee to mark the Policies 1350-70, and 5130-70 as charters, and have Chair Lukoff present revised drafts for Committee's review at the next scheduled meeting.