



## **ARCHITECTURAL DESIGN REVIEW COMMITTEE MINUTES SEPTEMBER 21, 2015**

The regular meeting of the Architectural Design Review Committee was held on Monday, September 21, 2015 at 1:00 p.m. was called to order by Chair Reed, in the Administration Conference Room, followed by the Pledge of Allegiance led by Committee member and Mutual Nine GRF Representative Marge Dodero.

### **ROLL CALL**

Present:	Mrs. M. Dodero	Mrs. J. Reed, Chair
	Ms. M. Greer	Ms. L. Stone, Vice Chair
	Mr. B. Lukoff	Ms. R. Winkler (Ex-Officio)
	Ms. K. Rapp	Mrs. M. Wood

Also Present:

- Mr. R. Ankeny, Executive Director
- Mr. M. Weaver, Facilities Director
- Ms. L. Lubin, Recording Secretary
- Mr. R. Stone, GRF Representative, Mutual One
- Ms. P. Snowden, GRF Representative, Mutual Two
- Mrs. C. Damoci, GRF Representative, Mutual Twelve
- Ms. S. Merrifield, Vice President, Mutual Sixteen
- Mrs. S. Massa-Lavitt, Council Member, District Five, City of Seal Beach
- One Foundation Member

### **CHAIR'S ANNOUNCEMENTS**

The Chair welcomed the Committee members, guests and staff to today's meeting. She asked for cell phones to be turned off and to speak to each other respectfully and kindly and to share ideas.

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

The Committee concurred to include a presentation on public meeting spaces by Ms. Signe Merrifield, Vice President in Mutual Sixteen to the agenda under New Business as item 8 c.

### **APPROVAL OF MEETING MINUTES**

The meeting minutes of August 17, 2015 were not distributed in time for the meeting and will be approved at the next meeting.

**SHAREHOLDER/MEMBER COMMENTS – AGENDA ITEMS ONLY**

None were given.

**CORRESPONDENCE**

**Remove Small Bush at Front Gate**

Correspondence was received from the Security Chief requesting permission to remove one small bush from the storage shed area at the front entry gate area. After brief discussion, the Committee concurred to have staff arrange for the removal of the bush and orange shopping cart.

**Entry Gate Appearance**

A letter was received from a shareholder dissatisfaction with the general appearance of the main gate area.

Discussion took place on the Globe, blockage for night time entry, and the budget for improvements.

The Committee concurred to forward this to the Physical Property Committee and send her a letter wishing her a happy belated 100<sup>th</sup> birthday, the globe refurbishing was recently approved by the Board, and will be completed soon.

**Pino Conte Sculpture**

A letter was received from a shareholder thanking the Committee for moving the Pino Conte sculpture to its new site and requesting a similar relocation of the astrolabe/sundial.

The Committee concurred to thank her for her letter and positive feedback. The Physical Property Committee is also considering options of where to relocate the Astrolabe/Sundial and costs associated with its move and refurbishing.

Discussion took place on possible locations, areas with a lot of sunshine, gathering places, increased use of Clubhouse Five, Amphitheater signage, Amphitheater area attractiveness, and effects on value the sculpture through sandblasting/refurbishing.

The Committee concurred to relocate the astrolabe/sundial to the base of the amphitheater ramps where the centennial bricks and tables and chairs will be placed and to add pavers to the base of the sculpture in a circular design to enhance its design and its purpose as a focal point.

**PRESENTATION:**

Ms. Signe Merrifield, Vice President of Mutual Sixteen presented information on outdoor public gathering spaces that attract people to a location to socialize. She stressed the

importance of gathering places as a way to get shareholders out of their units and meet people.

She reported that public open spaces need to be located next to highly traveled pedestrian path, in a highly visible location, be close to food and beverages, and have a mix of sunny and shady areas. She also said the area could have attractive plants and water feature. She stated that moveable seating encourages people to add a chair to already seated groups of people.

## **OLD BUSINESS**

### **Resales Office – Update**

The Facilities Director reported that the counter has been installed and the automatic doors will be installed after the parts arrive next week. The project remains under budget.

The Committee concurred to direct staff to obtain prices for monument signage similar to an industrial park style sign for the front and side of the building using the words Onsite Sales in a design and color similar to the Café sign at Clubhouse Five.

### **Logo – Design Modifications and Update**

The Executive Director presented a proposal to the Committee regarding the status of the two trademark applications for the new logo and the need to refile both with an amended and detailed classification of the community and services provided by the Foundation.

The Executive Director requested the Committee make a recommendation to the Board for its meeting tomorrow about which logo design, the wave or seal, to move forward with the Patent Trademark applications.

Discussion took place regarding the seal and wave design concepts, the Boards logo choice, attorney and filing fees, a possible recommendation to the Board from the Committee on which logo to move forward with, and the hesitation to make a decision without further discussion.

The Committee concurred to continue discussion at the next meeting.

### **Signage / Fonts**

The Executive Director presented Arial and Calibri font examples for consideration for signage in the community.

After discussion, Ms. Rapp MOVED, seconded by Mrs. Wood and passed with one abstention (Lukoff) –

**TO use Arial as the main signage font.**

**Clubhouse Six Outside Chairs and Tables**

The Executive Director presented examples of chair and table choices from the Tropitone company product line.

Discussion took place on square versus round tables, stackability, table feet design, product cost, Americans with Disability Act friendly design, construction of the tables or chairs, wear patterns and refurbishing, seat width, and using chairs and tables as support when sitting or standing.

After the price was of \$3,000 to \$4,000 per table and four chair set was stated, the Executive Director reported he is working with the Purchasing Department to find a similar design for less money.

The Committee concurred to have staff research prices for a mesh chair with arm rests and round and square table sets.

**Concrete Area at Library/Clubhouse Three**

The Facilities Director reported that the Physical Property Committee recommended the grass area to stay at the Library/Clubhouse Three area and Chair Reed agreed that this may not be what the ADRC had in mind for the area.

The Executive Director reported on the current look of the area, the changes proposed by the Physical Property Committee and a proposal for trees or a planter in the area. He reported that the potted plants at other locations have a replacement cycle of about five years and the pot size determines the underdeveloped size of the tree due from being root bound. Trees planted in the ground with an open planter well will grow larger.

Discussion took place on irrigation, concrete grading, pot size's effect on tree sizes, costs of the pots and trees, visual aspects, heat generated by the concrete for potted plants, lighting, and concepts presented in the presentation on outdoor public gathering spaces.

Ms. Greer reported that a landscaper she is using for a current home project provided a quote for three pots, lighting, irrigation, and plant material at a cost of about \$7,000. After discussion, the Committee concurred to direct staff to obtain pricing on pouring concrete under building overhang and not the grass area beyond the overhang.

The Committee concurred to have five trees installed into the ground with tree wells with curbing by the car parking area.

The Committee concurred to discuss options for aluminum furniture for the area will be discussed at the next meeting.

**Pino Conte Sculpture**

The Facilities Director reported the final cost figures have not been compiled, but estimated the costs for the moving of the Twiggy sculpture are well below the budgeted amount.

Committee members agreed that the sculpture and its surroundings look nice and despite some initial negative comments about the costs and approval to move the sculpture, many have agreed that it looks good and are pleased.

**NEW BUSINESS**

**Walking Trails Brochure**

The Committee examined the samples of the walking trail maps and discussion took place on the font, paper, layout, corrections, and sponsorship for printing costs.

Committee members thanked Mr. Lukoff for his effort in putting the draft together and stated it was a great idea.

The Committee concurred to have staff and Committee members bring corrections, map/trail images, and bring back to next meeting for further discussion.

The Executive Director presented paper samples to the Committee for low, medium, and high grade paper. The Committee concurred to select the medium grade paper, similar to the paper used in the Navigator publication.

**News Office Color Choices**

After discussion, Ms. Rapp MOVED, seconded by Ms. Greer and passed unanimously –

**TO** use the cool palette, similar to the one used at the Service Maintenance office, for the News Office and installing the wooded blinds, similar to those in the Administration Conference Room, instead of the white blinds due to concerns about heat and brightness generated from sunshine directed at the windows and prefer a darker environment to see their computer monitors better.

**STAFF REPORTS**

The Executive Director and Facilities Director stated their reports were covered in the agenda items.

**PRESIDENT'S COMMENTS**

President Winkler stated it was a good meeting and spoke on the many compliments on the Administration Building entrance upgrade using the Twiggy sculpture and stated she hopes the new logo issue confusion is solved soon.

**SHAREHOLDER MEMBER COMMENTS**

Shareholders spoke on the astrolabe/sundial, walking trail map and handout, logo trademark application, arm rests for any chairs purchased, round tables encourages flexibility, trees planted in ground, curb height at Library/Clubhouse Three area, and vending machines at Library/Clubhouse Three area.

Ms. Merrifield thanked the Committee for the opportunity to present her PowerPoint presentation.

**COMMITTEE MEMBER COMMENTS**

Committee members spoke on the walking trails map and changing the layout to a letter size and have one big map with a list of trail descriptions to the side and back of it.

A Committee member stated that the Committee is doing a good job and shareholders are starting to better understand what the Committee is doing and starting to appreciate the Committee's efforts.

A Committee member stated it was a good meeting, a lot was accomplished, and that the community will look very nice when the projects are completed.

A Committee member thanked the Committee and shareholders for their feedback on the walking trails map.

**CHAIR'S COMMENTS**

Chair Reed thanked Mr. Lukoff for his patience during the two years of work on the walking trails and its map.

Chair Reed stated she looks forward to this Committee meeting, has fun working with its members and making the decisions, and that the well thought out palette choices have made decision easier.

She thanked the Committee members for all their hard work and for setting the tone for the community and giving it a thoughtful reflective look.

She also stated that the Physical Property and Recreation Departments and Committees have helped to make this Committee a success by graciously working with the Committee so closely.

**NEXT MEETING**

**Work Study Session:** Monday, September 28, 2015 at 1:00 p.m. in the Physical Property Conference Room, Clubhouse Five, 2<sup>nd</sup> Floor

**Next regular meeting:** Monday, October 19, 2015 at 10:00 a.m. in the Administration Conference Room

**ADJOURNMENT**

Chair Reed adjourned the meeting at 12:08 p.m.

  
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ARCHITECTURAL DESIGN REVIEW COMMITTEE

II: 09/29/15

**MOTIONS:**

- Concurred to include a presentation on public meeting spaces by Ms. Signe Merrifield, Vice President in Mutual Sixteen to the agenda under New Business as item 8 c.
- Concurred to relocate the astrolabe/sundial to the base of the amphitheater ramps where the centennial bricks and tables and chairs will be placed and to add pavers to the base of the sculpture in a circular design to enhance its design and its purpose as a focal point.
- Concurred to continue discussion of the logo at the next meeting.
- TO use Arial as the main signage font.
- Concurred to have five trees installed into the ground with tree wells with curbing by the car parking area near Clubhouse Three and the Library.
- Concurred to discuss Options for aluminum furniture for the Library/Clubhouse Three area at the next meeting.
- Concurred to select the medium grade paper, similar to the paper used in the Navigator publication for the walking trails brochure.
- TO use the cool palette, similar to the one used at the Service Maintenance office, for the News Office and installing the wooded blinds, similar to those in the Administration Conference Room, instead of the white blinds due to concerns about heat and brightness generated from sunshine directed at the windows and prefer a darker environment to see their computer monitors better.

**ACTIONS:**

- Direct staff arrange for the removal of the bush and orange shopping cart.
- Forward letter regarding front entry appearance to the Physical Property Committee
- Send a shareholder a letter wishing her a happy belated 100<sup>th</sup> birthday, the globe refurbishing was recently approved by the Board, and will be completed soon.
- Send a letter to a shareholder for her letter and positive feedback that the Physical Property Committee is also considering options of where to relocate the Astrolabe/Sundial.
- Direct staff to obtain prices for monument signage similar to an industrial park style sign for the front and side of the building using the words Onsite Sales in a design and color similar to the Café sign at Clubhouse Five.



- Direct staff to research prices for a mesh chair with arm rests and round and square table sets for the Library/Clubhouse Three area.
- Direct staff to obtain pricing on pouring concrete under the Library building overhang and not the grass area beyond the overhang.