

PHYSICAL PROPERTY MINUTES

August 8, 2014

The regular meeting of the Physical Property Committee was held on Friday, August 8, 2014 at 1:00 p.m. was called to order by Chair Lukoff, in the Administration Conference Room, followed by the Pledge of Allegiance led by Committee member Ms. Rapp, GRF Representative, Mutual Seven.

ROLL CALL

Present:	Mrs. C. Damoci	Ms. K. Rapp
	Mr. J. DeMarco	Ms. L. Stone
	Mr. B. Lukoff, Chair	Ms. R. Winkler, Ex-Officio
	Mr. P. Moore	Mrs. M. Wood (left 3:15)

Also Present: Mr. R. Ankeny, Executive Director
Mr. M. Weaver, Community Facilities Manager
Ms. C. Miller, Controller
Mr. R. Gonzalez, Service Maintenance Supervisor
Ms. L. Lubin, Recording Secretary
Mr. D. Rudge, Project Coordinator
Ms. P. Snowden, GRF Representative, Mutual Two
Mrs. J. Reed, GRF Representative, Mutual Four
Mr. L. Krieger, GRF Representative, Mutual Nine
Nineteen Foundation Members

MINUTES

Mr. Moore MOVED, seconded by Ms. Rapp and carried with one abstention (Lukoff) –

TO approve the regular meeting minutes of July 11, 2014

CHAIR'S ANNOUNCEMENTS

The Chair welcomed the Committee members, guests and staff to today's meeting.

CORRESPONDENCE

Accessible Parking Spots at Health Care Center

In response to correspondence from a Mutual Director, who was present at the meeting, regarding accessible parking spots in front of the Pharmacy, Chair Lukoff stated that although he understands and agrees with most of the requests, the Foundation may not be able to do all of them because the Americans with Disabilities

Act construction requirements are not mandatory in the community which is private property.

River Bike Path Gate at North Gate

A shareholder had resubmitted his request for a small pedestrian gate at the north gate at either Foxburg Road or North Gate Road for bicyclists and pedestrians using the river bike path.

After discussion, the Committee concurred not to put another breach in the Perimeter Wall and will send a letter to the shareholder stating the committee's decision.

Potable Water Delivery, Sewer Pipes, and Storm Drain System

A letter was submitted by a Mutual Director in regard to reserve funding for the water delivery and sewer system pipes located below ground in the community and storm drains.

The Community Facilities Manager reported that the matter of repair and replacement of these lines and drains is between the Foundation and Mutuals and where the financial responsibility falls is being studied and discussed.

Currently, if the lines feed multiple Mutuals it is paid by GRF, and if it is Mutual-specific it is paid by the Mutual.

The Chair reported that Mutuals previously classified the pipes and drains as lifetime components and did not set aside reserves for their repairs. At this time the Foundation and Mutuals are working toward funding the reserves for them.

OC Flood Control Channel Repairs

The Community Facilities Manager reported that the Orange County Flood Control District (OCFCD) is replacing concrete in the flood control channel along Golden Rain Road adjacent to Mutual Three, Building 21.

A permit to enter was signed by the Foundation President and submitted to the County of Orange allowing for Channel lining repairs.

The Community Facilities Manager reported that the OCFCD crew did not follow the approved plan and blocked off one lane and most of the second lane and was diverting traffic onto the sidewalk. Staff worked with the crew to split a lane and divert traffic in a safer manner. Today the street is open.

NEW BUSINESS**Landscape Contract for Community Facilities/Golf Course**

The Community Facilities Manager reported that the current contract ends on December 31st. The bid package will include some modifications and may be broken up into Golf Course and Community Facilities.

The Committee concurred to have staff provide a copy of the general provision for the bid package for their review.

The Foundation President stated she would like to see better landscaping around the Health Care Center and Administration Building. For instance, she reported seeing mold over some areas and exposed roots that need additional mulch.

In response to a concern from the President, the Community Facilities Manager will follow-up with the contractor on the wearing of uniforms or work vests at all times and incorporating more encompassing maintenance requirements into the contract.

In response to a Committee member, the Community Facilities Manager reported that inspection and follow-up has been done by various people in both the Recreation and Physical Property Departments. The Community Facilities Manager reported that in past years one inspector was assigned the landscaping oversight, and the Chair suggested assigning one person again for accountability and consistency.

In response to a Committee member, the Community Facilities Manager reported staff will review irrigation and sprinkler settings to avoid the watering of sidewalk she witnessed.

Request by the City of Seal Beach to Plant and Install Landscaping/Sprinklers on the Parkway on Seal Beach Boulevard

The Community Facilities Manager reported that in the section of mow strip along Perimeter Wall Section R, the City of Seal Beach has offered to plant drought tolerant plants and drip irrigation if the Foundation will pay to remove the sod. He reported that previously the Committee approved the removal of eight dying Olive trees along the mow strip and the City requires replanting a tree where a tree was removed.

The Executive Director reported that the newly formed Architectural Design Review Committee will review and provide a tree recommendation. The Committee concurred to have the Architecture Design Review Committee provide their recommendation after reviewing the approved tree list and alternate tree choices that can be sent to the City for their approval.

Mrs. Damoci MOVED, seconded by Ms. Rapp and carried unanimously —

TO award a contract to John's Landscape Service in the amount of \$11,896, with funds coming from the Perimeter Wall project contingency funds, for the removal and disposal of sod grass on Seal Beach Boulevard adjacent to Perimeter Wall Section R in the mow strip and authorize the President to sign the contract.

Safety and Accessibility Proposals for the Administration Building

The Committee concurred to form a Subcommittee to review Safety and Americans with Disabilities Act-friendly accessibility proposals for the Administration Building. The Subcommittee members will include: Chair Barry Lukoff, Mr. John De Marco and Mrs. Carole Damoci.

UNFINISHED BUSINESS

Pharmacy Entrance

A subcommittee formed during the meeting will review accessible parking spaces, entrances, and exits and report their findings at a future meeting and will be incorporated into the Pharmacy Entrance project bid package specifications. At the June meeting, a request for a recommendation for the color of the bollards at the Pharmacy entrance was given to the Architectural Design Review Committee.

Lighted Pavement Cross-Walk at St. Andrews Drive & Swimming Pool (#702-13)

The Project Coordinator reported that he went back to the engineer, who updated the specifications and staff is ready to send out the request for proposal. He reported that it will be a solar powered system that is activated with photo bollards.

The Community Facilities Manager reported that the project originated with the Security, Bus and Traffic Committee last year.

Perimeter Wall, Section R (#591-01)

The Mutual President and Landscaping Chair from Mutual Seventeen were present to discuss the letter and photographs that were included in the agenda.

A Committee Member stated that he was lead to believe that the contract and bid package included a clause that damaged or cut down shrubs would be replaced after Perimeter Wall Section R work was completed.

After discussion, Mr. Moore MOVED, seconded by Mr. DeMarco –

TO accept a proposal from Spectrum Care Landscape in the amount of \$2,315 from the Perimeter Wall contingency fund for the replacement plants for the ones damaged on Mutual Seventeen property during the construction of Perimeter Wall Section R, and the Mutual to pay for the installation of the plant material.

Discussion took place regarding setting a precedent, recusals, contractor liability, Mutual versus Foundation property, writing contracts and bid packages differently going forward, shrub irrigation and closeness of plant material to the perimeter wall.

The Executive Director stated that he and the Community Facilities Manager will talk with the wall contractor about obligations under the contract, negotiate a resolution with him, and report their findings at the next meeting.

In response to a Committee members concern over plant material removal and potential damage at Perimeter Wall Section A, the Executive Director reported that new terminology and stronger protections will be written into the contracts going forward. He also stated that a disclosure letter drafted by legal counsel will be sent to Mutual Fifteen outlining what the Foundation will and will not do as far as replacements, site lines, noise and other related issues.

Chair Lukoff called the question and the motion failed with three No votes (Rapp, Stone and Wood) and one ruled abstention (Moore)

Mr. De Marco MOVED, seconded by Mrs. Damoci and passed with three No votes (Rapp, Stone, Wood) –

TO approve funding based on the proposal from Spectrum Care Landscape in the amount of \$2,315 from the Perimeter Wall contingency fund for the replacement plants for the ones damaged on Mutual Seventeen property during the construction of Perimeter Wall Section R, the Mutual to pay for the installation of the plant material, and have the Community Facilities Manager and Executive Director seek reimbursement from the contractor.

A Committee stated that she would vote against setting a precedent in regard to GRF paying Mutual plant replacement costs.

Two Committee members requested locating the policy or document that states that plant material cannot be planted within several feet of the perimeter wall and if one

does not exist, one needs to be written prior to the construction of other sections of the wall.

The Executive Director stated that it has been a good learning experience and the dollar amount of the plant replacements, although not expensive, has provided feedback and ideas for path corrections moving forward.

The Chair called for a short recess from 2:00 pm to 2:05 pm for clarification in the Davis-Sterling rules regarding Conflicts of interest and recusing oneself from voting.

The Chair reported that it can be recommended but not compel that one has to recuse himself. From www.davis-sterling.com, recusal or to recuse oneself means to remove oneself from participation in a decision so as avoid a conflict of interest.

2014 Perimeter Wall Project – Sections I, J, K (#591-01)

Staff is continuing to obtain information on surveying the Perimeter Wall at Sections J and K.

The Community Facilities Manager reported that John Dantuma Masonry will honor their bid for Perimeter Wall Section A from earlier this year which includes \$368,000 for the wall construction. Separate contracts will be made for \$10,000 for spike strips; \$60,000 to remove plants (which will be a separate contract), vegetation, vines, and trees; and \$15,000 which has been budgeted to remove and replace the sidewalk along Seal Beach Boulevard. The funds are available for the 2014 budget.

The Community Facilities Manager reported that a change order has been approved by the GRF Board for Perimeter Wall Section A-1 in an effort to begin the project before the codes and block styles change any further for the most uniform look.

Mr. Moore MOVED, seconded by Ms. Rapp –

TO request the GRF Board approve funds of \$498,000 for the replacement of Perimeter Wall Section A using \$368,000 for John Dantuma Masonry to construct the wall. Separate contracts to be made for \$60,000 for the removal of vegetation, vines and trees; \$15,000 for the replacement of sidewalk adjacent to the wall; \$10,000 for the installation of spike strips along the top of the wall; and a 10% contingency for the project. Funds are available from the 2014 Budget and authorize the President to sign the contracts.

After discussion about actions taken at previous meetings and how the information came from the contractor after the agenda was published, the motion was withdrawn by Mr. Moore and Ms. Rapp.

Ms. Rapp MOVED, seconded by Mrs. Damoci and passed unanimously –

TO replace Perimeter Wall Sections I, J, and K on the agenda with Perimeter Wall Section A.

After discussion regarding legal counsel input; updating the specifications and general provisions; and obtaining a common agreement with Mutual Fifteen that should cut down on unreasonable change orders and contingencies due to the clarity provided,

Ms. Rapp MOVED, seconded by Ms. Stone and passed unanimously –

TO request authority through the Foundation's President that the Executive Director may contact legal counsel to draft a suitable disclosure to Mutual Fifteen as part of the proposal to build Perimeter Wall Section A, which is adjacent to Seal Beach Boulevard to the north of the front entry gate and Mutual Fifteen, that clarifies the Foundation's position on plant removal and replacement; the Foundation's financial responsibility will not be limited to and will not cover damage done to the retaining wall during construction, loss of property values, sound or site line issues. Every pertinent issue known shall be disclosed and the current contractor shall be able to adjust his cost to complete the task.

Re-Roof Clubhouse One (#680-12)

The Project Coordinator reported that a bidders conference took place yesterday and bids are due back on August 26th for the Clubhouse One Re-Roofing project.

The Executive Director reported that the Architectural Design Review Committee will determine the color of the roof from the sample book provided by the manufacturer.

At last month's meeting it was reported that the Architectural Design Review Committee will review the color choices for the Clubhouse One Re-Roofing project and provide a recommendation. The request for proposal will be updated to reflect the choice of the committee.

2014 Paving Project (#708-14)

At its July meeting, the Committee requested that staff negotiate a lower price of \$2,000 with Anderson Penna Partners for the Tam O'Shanter Road and Amphitheater Parking Lot Alignment Project.

The Project Coordinator reported that he has contacted another company, Underground Solutions Inc. (USI), for potholing services the amount of \$5,775 that

would provide detailed construction and utility information for the purpose of completing design drawings for going out to bid in for the paving construction phase of the project. He showed a short video illustrating their potholing construction process that utilizes air excavation.

Ms. Rapp MOVED, seconded by Mr. Moore and passed unanimously –

TO accept the bid from Underground Solutions Inc. (USI) for potholing services the amount of \$5,775 for potholing services to locate utility lines and pipes underground for construction plans for the Trust Street Paving Project.

2015 Proposed Budget for Cost Centers 70, 74, 75, and 79

Staff presented the Budget work papers and the Controller provided budget updates for Cost Centers 70, Physical Property; 74, Service Maintenance; 65, Service Maintenance Supervision; and 79, Community Facilities. The Controller provided preliminary information.

The Committee members and staff reviewed the cost center line items and discussed staffing, capital acquisitions and budget assumptions.

The Controller reported that finalized wage and benefit numbers will be finalized in the Executive Committee and other updated budget information discussed at the next meeting.

Chair Lukoff called for break from 3:10 p.m. to 3:25 p.m.

In response to discussion from Committee members regarding the condition of Del Monte Drive and proposed street repairs, the Community Facilities Manager reported that the area is in year three of the current five year pavement plan.

The Committee concurred to accelerate the Del Monte Drive street repairs in the current five year pavement plan queue.

In response to discussion about the globe, a Committee member stated the Executive Committee will discuss its current condition and options for refurbishing it.

In response to a Committee member, the Executive Director reported that buses will be able to exit the Amphitheater Bus Parking Lot after the exit's alignment with Tam O'Shanter Road because the dimensions will remain the same, but a couple of parking spaces will be lost.

Administration Building Shrub Plantings

The Architectural Design Review Committee will discuss the shrub plantings at the Administration Building and provide a recommendation to the Committee at a future meeting.

Request to Remove 20 Feet of Red Curb at Del Monte Drive

In response to concerns from Committee members regarding speed limits being observed due to large signage posting the speed they are going and difficulty navigating the curve especially at night, the Committee concurred to have the Community Facilities Manager and Security Chief have unannounced speed checks using a radar gun performed at the curve and report back at the next month.

In response to a question, the Committee reviewed its decision from the July meeting to remove signage in the street at the crosswalk at the intersection of Del Monte Drive and Sunningdale Road for thirty days.

After discussion about increasing visibility at the intersection of Del Monte Drive and Sunningdale Road Mr. Moore MOVED, seconded by Ms. Stone and passed unanimously –

TO request staff paint red curb equivalent to one vehicle length parking space in an effort to increase visibility on the east side of Sunningdale Road for vehicles turning onto Del Monte Drive.

STAFF REPORTS

Community Facilities Manager: A summary of the action report was presented and reviewed.

He reported he was approached by the City of Seal Beach and the County of Orange about chlorine readings in the channel between the Haynes Power Plant and Service Maintenance Yard coming out of the storm drain located there.

After investigation and pressure testing of the potable water pipes that run underground along Clubhouse Two and RV Trailer parking lots, a leak has been discovered. Water to the RV Lot has been shut off while further testing is being performed to isolation the exact location of the leak.

After discussion about the feasibility of electric vehicle charging stations in the community and a previous request to include the item in the 2015 Budget, Ms. Rapp MOVED, seconded by Mrs. Damoci and passed unanimously –

TO eliminate discussion and research of electric vehicle charging stations in the community for the 2015 Capital Budget in Cost Center 79.

Service Maintenance Supervisor: A summary of the Service calls for the month of July was distributed.

The carpentry numbers may not fully detail all the work being performed because one Service Request Order (SRO) is generated per building and one SRO is generated for the whole Mutual for dry rot termite work.

The Clubhouse Two relay pump was replaced by the contractor quickly and did a good job.

A broken water valve was replaced in Mutual Fourteen on Del Monte and staff posted fliers alerting residents of the water would be shut off. During the shut-off Mutual Fifteen was also affected. The day before, the City exercised the pipes and did not fully secure them properly and staff dealt with it during their repairs the next day.

In response to concerns over the lack of carpenters to perform all the dry rot termite work needed during busy times, the Service Maintenance Supervisor reported that outside contractors are often hired for short term help. A Mutual is approached for approval to use an outside contractor at the same hourly rate as in-house personnel. These contractors will bill the Mutual directly. Currently, up to four carpenters are working on dry rot termite work in Mutual One working ahead of the roof replacement contractor.

Shareholder Comment Period

Shareholders spoke on issues including: flashing cross walk, sewer line maintenance, federal storm drain channel, plant material planted next to perimeter wall, golf course landscaping, trees along Seal Beach Boulevard, globe, red curbing in the community, stop signs in the community, and the perimeter wall.

Several shareholders thanked the committee and staff for all their hard work and for a good meeting.

In response to a shareholder, a Committee member reported that there will be changes in the standing committees as stated in Policy 5020 Organization of the Board. Included is the addition of the Architectural Design Committee and the Mutual Administration Committee and combining the Library Committee into the Recreation Committee.

In response to a shareholder, the Community Facilities Manager reported that he spoke to The Gas Company regarding their proposal discussed at the June 4, 2014

meeting to install to install an Electronic Pressure Monitoring device at the Library. The device is a box shape that will monitor the high pressure gas lines that run along North Gate Road for public safety reasons. The Community Facilities Manager reported that he has not heard a reply from the Gas Company regarding issues that the Committee requested he bring up with them as to why they chose this location, if they have asked other nearby locations to install a meter, and if the Foundation can receive money for the inconvenience from the meter's installation.

A shareholder thanked the Committee for looking into the accessibility issue at the Health Care Center Parking Lot and other areas.

Committee Member Comments

One Committee member suggested the Foundation sell bricks for the walkway with inscriptions such as "in memory of" or "donated by" to fund the globe as a source of outside funding for the globe restoration.

One Committee member commented on the Leisure World trademark.

Two Committee members thanked the Project Coordinator for finding another company the Foundation can work with for the potholing project and appreciate his efforts.

One Committee member thanked the Committee and staff for a good job.

One Committee member reported that cars do not slow down for the crosswalk at Tam O' Shanter Road and St. Andrews Drive and suggested that Security staff patrol more often in the area and suggested orange flags could be used to add emphasis to the area.

The Committee concurred to have staff install stop signs in the median at St. Andrews Drive and Interlachen Road at a cost of \$275 per sign in an effort to control both lanes of traffic and to eliminate the cones that are currently there.

President's Comments

President Winkler reported that the stop signs and flags on Interlachen Road are working to slow down and stop traffic.

In response to shareholders, President Winkler stated that the Architectural Design Review Committee was recently put in place by the Executive Committee to review current standards for aesthetics and design and will develop a comprehensive guide for consistency of colors, styles and uniform standards in the community going forward. She asked for patience while this Committee develops the standards and reviews aspects of projects being approved by the Board and Committees.

Next meeting: Friday, September 12, 2014 at 1:00 p.m. in the Administration Conference Room

ADJOURNMENT

Chair Lukoff adjourned the meeting at 4:38 p.m.



Barry Lukoff, Chair
PHYSICAL PROPERTY COMMITTEE

II 08/13/14

MEMORANDUM

TO: MARK WEAVER, COMMUNITY FACILITIES MANAGER
FROM: RUBEN GONZALEZ, SERVICE MAINTENANCE SUPERVISOR *RG*
SUBJECT: SUPERVISOR REPORT FOR JULY 2014
DATE: 08/04/14

CATEGORY	JULY 2014		JULY 2013	
	SHRHLDR	COMM. FAC.	SHRHLDR	COMM. FAC.
1. PLUMBING	874	19	764	13
2. ELECTRICAL	641	47	496	37
3. CARPENTRY	361	27	390	20
4. LAUNDRY	148	N/A	110	N/A
5. CONCRETE	24	3	20	3
6. ROOF	2	0	1	0
7. PREV. MAIN.	45	19	100	9
8. OTHER MISC.	54	17	72	9
9. ESC. SELLER	195	N/A	247	N/A
10. ESC. MUT.	76	N/A	135	N/A
11. SUB TOTAL	2,420	132	2,335	91
12. PEST CONTROL	119	5	148	2
13. INFO. CALLS	1,800	N/A	1,100	N/A
14. SUB TOTAL	1,919	5	1,248	2
15. SUB TOTAL LINE 11	2,420	132	2,335	91
16. GRAND TOTAL	4,339	137	3,583	93

STOPPAGES

SINK STOPPAGE: 67
BK / BK STOPPAGE: 142
TOILET STOPPAGE: 72
BLDG. STOPPAGE: 18

SERVICE MAINTENANCE OVERTIME HRS.

MUTUAL – 96.0 HRS.
GRF – 16.5 HRS.

APPOINTMENTS: 200

SATISFACTION SURVEYS:

POSITIVE: 19
NEGATIVE: 2

MOTIONS

- **TO** award a contract to John's Landscape Service in the amount of \$11,896, with funds coming from the Perimeter Wall project contingency funds, for the removal and disposal of sod grass on Seal Beach Boulevard adjacent to Perimeter Wall Section R in the mow strip and authorize the President to sign the contract.
- **TO** approve funding based on the proposal from Spectrum Care Landscape in the amount of \$2,315 from the Perimeter Wall contingency fund for the replacement plants for the ones damaged on Mutual Seventeen property during the construction of Perimeter Wall Section R, the Mutual to pay for the installation of the plant material, and have the Community Facilities Manager and Executive Director seek reimbursement from the contractor.
- **TO** replace Perimeter Wall Sections I, J, and K on the agenda with Perimeter Wall Section A.
- **TO** request the authority through the Foundation's President that the Executive Director may contact legal counsel to draft a suitable disclosure to Mutual Fifteen as part of the proposal to build Perimeter Wall Section A, which is adjacent to Seal Beach Boulevard to the north of the front entry gate and Mutual Fifteen, that clarifies the Foundation's position on plant removal and replacement; the Foundation's financial responsibility will not be limited to and will not cover damage done to the retaining wall during construction, loss of property values, sound or site line issues. Every pertinent issue known shall be disclosed and the current contractor shall be able to adjust his cost to complete the task.
- **TO** accept the bid from Underground Solutions Inc. (USI) for potholing services the amount of \$5,775 for potholing services to locate utility lines and pipes underground for construction plans for the Trust Street Paving Project.
- **TO** request staff paint red curb equivalent to one vehicle length parking space in an effort to increase visibility on the east side of Sunningdale Road for vehicles turning onto Del Monte Drive.
- **TO** eliminate discussion and research of electric vehicle charging stations in the community for the 2015 Capital Budget in Cost Center 79.

ACTION ITEMS

- A quorum of the GRF Board of Directors is present at today's posted meeting.

- Send a letter to shareholder regarding accessible parking spots recommendations for the health care center stating the Foundation may not be able to do all of them because the Americans with Disabilities Act construction requirements are not mandatory in the community which is private property.
- The Committee concurred not to put another breach in the Perimeter Wall and will send a letter to the shareholder stating the committee's decision.
- Send a letter to shareholder regarding the river bike path gate at the North Gate stating that the Committee concurred not to put another breach in the Perimeter Wall.
- Send a letter to shareholder regarding the potable water delivery, sewer pipes, and storm drain system stating that at this time the Foundation and Mutuals are working toward funding the reserves for them.
- The Committee concurred to have staff provide a copy of the general provision for the Community Facilities and Golf Course Landscape contract bid package for their review.
- In response to a concern from the President, the Community Facilities Manager will follow-up with the contractor on the wearing of uniforms or work vests at all times and incorporating more encompassing maintenance requirements into the contract.
- The Chair suggested assigning one person again for accountability.
- In response to a Committee member, the Community Facilities Manager reported staff will review irrigation and sprinkler settings to avoid the watering the sidewalk she witnessed.
- The Committee concurred to have the Architecture Design Review Committee provide their recommendation after reviewing the approved tree list and alternate tree choices that can be sent to the City for their approval.
- The Committee concurred to form a Subcommittee to review Safety and Americans with Disabilities Act-friendly proposals for the Administration Building. The Subcommittee members will include: Chair Barry Lukoff, Mr. John De Marco and Mrs. Carole Damoci.
- A subcommittee was formed and will review assessable parking spaces, entrances, and exits and report their findings at a future meeting and will be incorporated into the Pharmacy Entrance project bid package specifications.

- At the June meeting, a request for a recommendation for the color of the bollards at the Pharmacy entrance was given to the Architectural Design Review Committee.
- The Executive Director stated that he and the Community Facilities Manager will talk with the wall contractor about obligations under the contract, negotiate a resolution with him, and report their findings at the next meeting.
- Two Committee members requested locating the policy or document that states that plant material cannot be planted within several feet of the perimeter wall and if one does not exist, one needs to be written prior to the construction of other sections of the wall.
- The Executive Director reported that the Architectural Design Review Committee will determine the color of the Clubhouse One roof from the sample book provided by the manufacturer.
- The Committee concurred to accelerate the Del Monte Drive street repairs in the current five year pavement plan queue.
- The Architectural Design Review Committee will discuss the shrub plantings at the Administration Building and provide a recommendation to the Committee at a future meeting.
- The Committee concurred to have the Community Facilities Manager and Security Chief have unannounced speed checks using a radar gun performed at the curve and report back at the next month.
- Water to the RV Lot has been shut off while further testing is being performed to isolate the exact location of the leak.
- The Committee concurred to have staff install stop signs in the median at St. Andrews Drive and Interlachen Road at a cost of \$275 per sign in an effort to control both lanes of traffic and to eliminate the cones that are currently there.