



## **STRATEGIC PLANNING AD HOC COMMITTEE MINUTES**

### **Friday, October 27, 2017**

The regular meeting of the Strategic Planning Ad Hoc Committee was held on Friday, October 27, 2017. The meeting was called to order at 1:00 p.m., by Chair Stone, in Conference Room A, followed by the Pledge of Allegiance.

#### **ROLL CALL**

	Ms. L. Stone, Chair	Ms. S. Hopewell
	Ms. K. Rapp, Vice-Chair	Mr. B. Lukoff
	Mrs. C. Damoci	Ms. L. Perrotti (2:10 p.m.)
Present:	Mr. W. Gould, Advisory Director	
Absent:	Ms. S. Fekjar, Advisory Director	
	Mr. S. McGuigan	
Staff and	Mr. P. Pratt, GRF Representative, Mutual Two	
Guests:	Ms. P. Snowden, GRF Representative, Mutual Two	
	Mr. B. Crossley, GRF Representative, Mutual Fifteen	
	Ms. S. Massa-Lavitt, Mayor of Seal Beach	
	Mr. R. Ankeny, Executive Director	
	Mr. M. Weaver, Facilities Director	
	Ms. K. Lukina, Recording Secretary	
	One Shareholder/Member	

#### **CHAIR'S ANNOUNCEMENTS**

Chair Stone welcomed Committee members, and guests, and recognized the attendees - the Mayor of Seal Beach Sandra Massa-Lavitt, Executive Director Randy Ankeny, Facilities Director Mark Weaver, and the Recording Secretary Katya Lukina.

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 Strategic Planning Ad Hoc 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 as 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 4<sup>th</sup> 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/shareholder comment period, not to exceed three minutes, as set forth in Policy 5610, Participation by Foundation Members/Shareholders. The minutes of today's Board meeting will be presented to the Board for approval following the approval of the committee meeting minutes in November, 2017.

### **RULES OF ORDER**

Chair Stone asked everyone to turn off their cell phones, be courteous and respectful at all times, and wait to be addressed.

### **CHAIR'S REPORT**

Chair Stone had no report to present at the time of the meeting.

### **APPROVAL OF MINUTES**

Minutes of September 22, 2017 were approved as presented.

### **SHAREHOLDER/ MEMBER COMMENTS**

There were no comments made by the shareholders/members at the time of the meeting.

### **UNFINISHED BUSINESS**

#### **Ten-Year Projects Plan**

The Committee discussed 2017 Reserve projects status, and agreed on addressing Clubhouse One automatic sliding doors at the next Physical Property Committee meeting. The Committee also reviewed 2017 Capital projects, and agreed on bringing back Clubhouse Four display cabinets to the Architectural Review and Design Committee.

#### **Clubhouse Revitalization Project**

The Executive Director stated that the Clubhouse Revitalization project is moving according to the plan, and will be reviewed along the way to address Club members' needs, and ensure that the Clubhouses are ready to be used as intended.

Following a further discussion, the Committee scheduled a trip to the Clubhouses on November 9<sup>th</sup>, at 9:30 a.m. in the lobby of Clubhouse Three, on behalf of the Recreation Department, to determine which rooms are used the most.

The Committee also discussed putting together a questionnaire for Club members to obtain their feedback on use of Clubhouse facilities, and future improvements. The Committee also agreed to have the Committees involved in this project provide the Facilities Director with a scope of work to obtain additional pricing.

### **NEW BUSINESS**

There were no new business items to discuss at the time of the meeting.

### **STAFF REPORTS**

#### **Executive Director**

The Executive Director commented on the items pertaining to the Committee's area of purview throughout the meeting.

#### **Facilities Director**

The Facilities Director commented on the items pertaining to the Committee's area of purview throughout the meeting.

### **PRESIDENT'S COMMENTS**

The President spoke on various items pertaining to the agenda throughout the meeting.

### **SHAREHOLDERS/ MEMBERS COMMENTS**

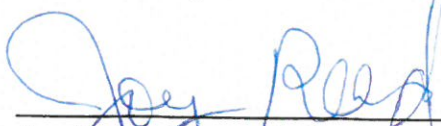
There were no comments made by shareholders/members at the time of the meeting.

### **COMMITTEE MEMBER COMMENTS**

Seven Committee members commented on various items pertaining to the agenda.

### **ADJOURNMENT**

The Chair adjourned the meeting at 2:15 p.m.



Joy Reed, Corporate Secretary  
Strategic Planning Ad Hoc Committee  
KL 10.27.2017

## Year 2017

### Reserve Funding

Estimated Funding \$		1,150,000	Beg. Time (quart.)				Status	Compl.
Req. Funding \$		1,171,379	1	2	3	4		
Projects		Needs	Wants					
		1,071,379	100,000					
	Streets Phase II (St. Andrews South)	600,000			X		Approved	
	Landscape	125,000					In progress	
	CAMUTCD	237,800		X	X		Approved	
	Library (Repair Sewer line and remove 2 trees)	10,000			X		Approved	
	Traffic Light Pole Replacement (4 poles)	36,000			X		Approved	✓
	Paint Exterior Flatwork and Ironwork	21,579			X		Approved	
	CH3 RM9 Roof Replacement	15,000			X		Approved	
	CH1 Automatic Door Replacements (2)	16,000					PPC agenda	
	Library LED Lighting	10,000						
	Amphitheater - Sound Equipment						REC agenda	
	Amphitheater - Curtains						REC agenda	

Needs  
 Wants

## Year 2017

### Capital Funding

Estimated Funding 2017 and balance forward		1,200,000	Beg. Time (in quart.)				Status	Compl.
Required Funding \$		959,123	1	2	3	4		
Projects		Needs	Wants					
		274,000	685,123					
	Clubhouse Six (air walls)		28,000	X			Approved	✓
	Multipurpose Court		350,000			X	Approved	In progress
	Relocate Recreation Offices		7,500			X	Approved	✓
	Add Purchasing Sales Center		15,000			X	Approved	✓
	Generator		35,000		X		Approved	
	Under Street Utilities (Fiber Cable to St. Andrews Gate) (Part of Streets Phase 2, St. Andrews)		30,000			X	X	
	Pedestrian Gate at Northwood Rd.		28,143					In progress
	Main Gate landscape architect		8,000			X		Approved
	Upgrade 1.8 acres for Rolling Thunder Golf Cart Club		14,000					Approved
	Sound proofing panels at Main Gate lobby		2,000					✓
	Barcode Printer		1,000					
	Landscape (Nassau St. and Amphitheater)		9,730					Complete
	Axxerion - Additional funding		50,000					In progress
	AED Units (14)		24,500					✓
	CH2 electrical for new griddle		4,650					✓
	Post Office additional stairs		10,100					Approved
	CH4 Exterior (landscape, hardscape & lighting)		50,000					✓
	CH4 Display Cabinets		7,500					
	Clubhouse Five curb and concrete repairs		5,000					
	Logo Signs		5,000					
	Main Gate Entrance	249,000			X	X		In progress
	Patching and painting the building, Removing Fountain, Taking down the main sign off the Security Building, and two monument signs							
	Clubhouse Six Ramp	25,000						

Needs  
 Wants

## Year 2018

	Approx. Funding \$	1,250,000		Beg. Time (in quart.)				Compl.
		1,465,000		1	2	3	4	
Reserve Funding Projects	Req. Funding \$	Needs	Wants					
		1,340,000	125,000					
	Misc. unplanned	100,000						
	Streets Phase III (St. Andrews North)	1,000,000						
	Asphalt crack filling	50,000						
	Amphitheater		50,000					
	Stage, Lights, Sound, Restrooms, Blast door, Seating							
	Amphitheater roof and two outbuildings	40,000						
	News Building (Operational funds)		50,000					
	News offices, Break room, Roof, ITS offices, HR storage, Paint							
	Landscape Replacement Phase I	50,000						
	Landscape replacement CH 2		25,000					
	Storm Drains (Cost reflects bids obtained)	100,000						
Capital Funding Projects	Approx. Funding \$			Beg. Time (in quart.)				Compl.
	Req. Funding \$	1,000,000		1	2	3	4	
		Needs	Wants					
		0	1,000,000					
	Swimming Pool Upgrade		1,000,000					

Needs  
 Wants

## Year 2019

	Approx. Funding \$	1,350,000		Beg. Time (in quart.)				Compl.
		850,000		1	2	3	4	
Reserve Funding Projects	Req. Funding \$	Needs	Wants					
		600,000	250,000					
	Communtiy Asphalt Seal Coat	50,000						
	Buses Phase I		250,000					
	Service Maintenance vehicles Phase, Phase I	200,000						
	Service Maintenance/ Purchasing (Capital and/or Reserves)	150,000						
	Relocate underground fuel storage tanks							
	Landscape Replacement Phase II	50,000						
	IT Server (1st floor Finance & Stock Transfer Office)	50,000						
	(Reserves project) - Replace back-up server							
	Miscellaneous Unplanned	100,000						
Capital Funding Projects	Approx. Funding \$	300,000		Beg. Time (in quart.)				Compl.
	Req. Funding \$	500,000		1	2	3	4	
		Needs	Wants					
		0	500,000					
	St. Andrews Gate Building		50,000					
	Computer Lab		150,000					
	Based upon available space. Portable building for a computer lab							
	Mini Farms		50,000					
	Relocate Golf Starter Shack		100,000					
	Relocate Golf Starter to parking by Clubhouse One, Portable building. Walkways, Benefit - would help to free up parking in Clubhouse Six							
	5.5 Acres/ RV Storage		150,000					

Needs  
 Wants

## Year 2020

Reserve Funding	Projects	Approx. Funding \$	1,250,000	Beg. Time (in quart.)				Compl.
		Req. Funding \$	1,325,000	1	2	3	4	
			Needs Wants					
			1,250,000 75,000					
		Streets Phase IV	725,000					
		Community Asphalt Seal Coat	50,000					
		Service Maintenance Vehicles, Phase II	200,000					
		Service Maintenance	125,000					
		Locker rooms, Mechanics, Roof, General storage						
		Administration		75,000				
Capital Funding	Projects	Approx. Funding \$	300,000	Beg. Time (in quart.)				Compl.
		Req. Funding \$	0	1	2	3	4	
			Needs Wants					
			0 0					

Needs  
 Wants

## Year 2021

Reserve Funding	Projects	Approx. Funding \$	1,650,000	Beg. Time (in quart.)				Compl.
		Req. Funding \$	1,645,000	1	2	3	4	
			Needs Wants					
			1,645,000 0					
		Streets Phase V	700,000					
		Cushmans Phase III	200,000					
		Buses Phase II	300,000					
		Three (3) buses						
		Slurry Seal Coat	50,000					
		Clubhouse Three	200,000					
Capital Funding	Projects	Approx. Funding \$	400,000	Beg. Time (in quart.)				Compl.
		Req. Funding \$	0	1	2	3	4	
			Needs Wants					
			0 0					

Needs  
 Wants

## Year 2022

Reserve Funding	Approx. Funding \$	1,300,000	Beg. Time (in quart.)				Compl.
	Req. Funding \$	1,450,000	1	2	3	4	
		Needs	Wants				
		1,450,000	0				
	Asphalt Crack Filling and Seal Coat	50,000					
	Library	250,000					
	Restrooms, Computer stations, Paint (interior, exterior), Friends of the Library, Patio, Roof						
	Pool	500,000					
	Locker rooms, Major renovation/ replacement, pool & spa						
	Golf Course	500,000					
Capital Funding	Approx. Funding \$	500,000	Beg. Time (in quart.)				Compl.
	Req. Funding \$	750,000	1	2	3	4	
		Needs	Wants				
		750,000	0				
	Pool	500,000					
	Locker rooms, Major renovation/ replacement, Pool & spa						
	Golf Course	250,000					

Needs  
 Wants

## Year 2023

Reserve Funding	Approx. Funding \$	1,300,000	Beg. Time (in quart.)				Compl.
	Req. Funding \$	1,525,000	1	2	3	4	
		Needs	Wants				
		1,525,000	0				
	Streets Phase VI	600,000					
	Asphalt Seal Coat	50,000					
	Clubhouse One	375,000					
	Lobby, Kitchen, Picnic area, Billiard rooms, Wood shop, Exterior paint, General area, Restrooms, Landscape, Addition of storage closets, Central HVAC						
	Buses Phase III	200,000					
	Two (2) buses						
Capital Funding	Fleet (Trucks, Van, Forklift)	150,000					
	Landscape Replacement Phase VI	50,000					
	Miscellaneous Unplanned	100,000					
	Approx. Funding \$	400,000	Beg. Time (in quart.)				Compl.
	Req. Funding \$	0	1	2	3	4	
		Needs	Wants				
		0	0				

Needs  
 Wants