



PHYSICAL PROPERTY COMMITTEE MINUTES

December 4, 2017

The regular meeting of the Physical Property Committee was called to order at 1:00 p.m. by Chair Rapp and was held on Monday, December 4, 2017, in the Administration Conference Room, followed by the Pledge of Allegiance.

ROLL CALL

Present:	Ms. K. Rapp, Chair	Mr. P. Pratt
	Mr. B. Lukoff, Vice-Chair	Ms. S. Fekjar
	Mr. B. Crossley	Mr. R. Stone
	Mrs. C. Damoci	Ms. L. Stone, Ex-Officio

Also Present:

- Ms. L. Perrotti, GRF Representative, Mutual One
- Ms. P. Snowden, GRF Representative, Mutual Two
- Mrs. J. Reed, GRF Representative, Mutual Four
- Mr. P. Moore, GRF Representative, Mutual Seventeen
- Ms. S. Massa-Lavitt, Mayor of Seal Beach
- Mr. R. Ankeny, Executive Director
- Mr. M. Weaver, Facilities Director
- Mr. R. Gonzalez, Facilities Manager
- Mr. D. Rudge, Physical Property Manager
- Ms. K. Lukina, Recording Secretary
- Twelve Shareholders/Foundation Members

CHAIR'S ANNOUNCEMENTS

Chair Rapp welcomed Committee members, and recognized the attendees – GRF President Linda Stone, Executive Director Randy Ankeny, Facilities Director Mark Weaver, Facilities Manager Ruben Gonzalez, Physical Property Manager David Rudge, Mayor of Seal Beach Sandra Massa-Lavitt, and Recording Secretary Katya Lukina.

There being no objections, Chair Rapp 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 January, 2018.

RULES OF ORDER

Chair Rapp asked everyone to turn off or silent their cell phones, wait for their turn to speak, and be courteous to one another.

CHAIR'S REPORT

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

APPROVAL OF MINUTES

The regularly scheduled Committee meeting minutes of November 6, 2017, were approved as presented.

SHAREHOLDER/ MEMBER COMMENTS

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

CORRESPONDENCE

Use of Roundabouts for Pedestrian Safety, Nick Massetti

The Committee reviewed a letter from Mr. Massetti on the use of roundabouts to improve pedestrian safety.

Following a discussion on an ongoing street projects throughout the community, the Committee concurred to send a "Thank you" letter to Mr. Massetti, and not to address the roundabouts at this time.

UNFINISHED BUSINESS

RV Lot Fence Extension

The Committee discussed the options on extending the fence surrounding the RV Lot, while keeping it aesthetically presentable and without decreasing the value of surrounding properties.

Following a discussion, the Committee concurred to address this topic on January of 2018 agenda, following the review by ADR Committee.

Crosswalk Between the Medical Center and Clubhouse Six

Following a discussion, the Committee concurred to hold a work study at the point of interest with the Chair of Security, Bus & Traffic Committee, representatives from the Braille Institute, and visually impaired residents in January of 2018 to obtain everyone's input on modifying the crosswalk between the Medical Center and Clubhouse Six.

NEW BUSINESS

Historical Society Museum Maintenance and Repairs

The Facilities Director stated that following the inspection, many of Historical Society Museum cabinets need to be strapped in case of an earthquake.

Following a brief discussion, Ms. Fekjar MOTIONED, seconded by Mrs. Damoci –

TO approve needed modifications to earthquake strap cabinets in Clubhouse One room assigned to the Historical Society, at a cost to the Club.

The motion was carried unanimously by Committee members present.

Cancelling Clubhouse Three Asbestos Abatement

The Facilities Director stated that the contractor is willing to either carry out the costs or cancel the contract on Clubhouse Three asbestos abatement.

Following a brief discussion, Mr. Pratt MOTIONED, seconded by Ms. Fekjar –

TO cancel the current contract with Pacific Environmental for the asbestos abatement in Clubhouse Three in the amount of \$37,723 and authorize the Physical Property Department notify the contractor of project cancellation.

The motion was carried unanimously by Committee members present.

Battery Backup System Installation

Ms. FEKJAR motioned, SECONDED BY Mr. Crossley –

TO send the battery backup system installation to the Finance Committee for review.

The motion was carried unanimously by Committee members present.

The Executive Director also stated that upon the Finance committee approval, this item will be forwarded to the Board.

Changing Clubhouse Revitalization Project

The Executive Director stated that more information on this topic will be presented for the Committee's review at the next scheduled meeting.

Committee's Discretionary Funds

Following a brief discussion, Mr. Lukoff MOTIONED, seconded by Ms. Fekjar –

TO approve the use of \$500 of the Committee's discretionary funds for the purchase of forty (40) \$50 gift cards for each of the Innovative Cleaning Services staff member, in the total amount not to exceed \$2,000, as an appreciation for providing daily services to GRF.

The motion passed with one abstention (B. Crossley).

The Executive Director stated that based on shareholder's request, this item will be added to the Executive Committee's agenda for review.

Following a further discussion, Mrs. Damoci MOTIONED, seconded by Mr. Stone –

TO send \$500 of this Committee's remaining available discretionary funds to the ADR Committee for landscape replacement.

The motion was carried unanimously by Committee members present.

POLICIES

There were no policies to review at the time of the meeting.

STAFF REPORTS

Facilities Director

The Facilities Director spoke of his reports as presented. He also stated that more information on Trust streets compliance with CAMUTCD, and adding a ramp to the East side of Clubhouse Six will be presented at the Committee's next scheduled meeting.

Facilities Manager

The Facilities Manager spoke of his report as presented, and stated that the Service Maintenance Department is working on scheduling more appointments for service and repairs.

Physical Property Manager

The Physical Property Manager spoke of ongoing Mutual projects, including re-piping, sewer re-lining, roofs and tree trimming.

Executive Director

The Executive Director commented on the items pertaining to the Committee's area of purview throughout the meeting. He also informed the Committee of cutting down two trees in Mutual Eight to restore a Wi-Fi communication with the Service Maintenance Department, and awarding the Facilities Manager and his team a seal of excellence.

PRESIDENT'S COMMENTS

The President commented on the items pertaining to the Committee's area of purview throughout the meeting, and thanked both departments and staff for their hard work.

SHAREHOLDERS/ MEMBERS COMMENTS

Three shareholders/members spoke on the items pertaining to the Committee's area of purview.

COMMITTEE MEMBER COMMENTS

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

ADJOURNMENT

Chair Rapp adjourned the meeting at 2:34 p.m.


Kathy Rapp, Committee Chair
Golden Rain Foundation