



ARCHITECTURAL DESIGN & REVIEW COMMITTEE MINUTES

October 24, 2018

The meeting of the Architectural Design & Review Committee (ADRC) was held on Wednesday, October 24, 2018 and was called to order at 1:00 p.m. by Chair Heinrichs in the Administration Conference Room A, followed by the Pledge of Allegiance.

ROLL CALL

Present:	Ms. I. Heinrichs, Chair	Ms. L. Findlay
	Ms. S. Hopewell, Vice Chair	Mr. B. Lukoff
	Ms. S. Fekjar	Ms. Stone, Ex-Officio

Also Present: Mr. R. Ankeny, Executive Director
Mr. M. Weaver, Facilities Director
Mr. T. De Leon, Recreation Director
Ms. V. Morris, Library Operations Supervisor
Mrs. D. Bennett, Recording Secretary
One Shareholder/Member

Chair Heinrichs greeted and welcomed everyone to the Architectural Design & Review Committee meeting and introduced Foundation members, guests and staff.

By unanimous consent, the Chair declared the reading of the quorum notification be dispensed with.

CHAIR'S ANNOUNCEMENTS

Chair Heinrichs welcomed the Committee members, guests and staff, including GRF President Linda Stone; Executive Director Randy Ankeny, Facilities Director Mark Weaver, Recreation Director Terry De Leon, Library Operations Supervisor Vanessa Morris, and Recording Secretary Deanna Bennett.

APPROVAL OF MINUTES

The minutes of the September 26, 2018, regular meeting were approved, as presented.

STAFF REPORTS

The Facilities Director provided his report, as presented, in the agenda packet.

The Recreation Manager provided his report, as presented, in the agenda packet.

Executive Director

The Executive Director provided information and updates throughout the meeting. The Committee requested to include a Committee discretionary funds discussion on the November agenda.

CORRESPONDENCE

The Committee reviewed one piece of correspondence regarding landscape; the Recording Secretary will send a letter of acknowledgement to the author.

UNFINISHED BUSINESS

St. Andrews South – Median #2 Landscaping – Update

The Facilities Director provided an update on this project. No action was taken at the time of the meeting.

Murals

i. Administration

The Committee concurred to select photograph 9.b, in the agenda packet, with the image reversed, with images of people removed, and the colors brightened.

ii. Clubhouse Four – Update

The Facilities Director provided an update on this project. No action was taken at the time of the meeting.

Plant and Tree List – Update

The Vice Chair provided an update on the plant and tree list; the topic will be revisited at the November Committee meeting.

Landscape

i. Clubhouse Six – Crosswalk Planter

The Committee concurred to refer the replacement of the crosswalk thermal plastic to the Physical Properties Committee, requesting a change of the color from blue to white.

ii. Anguiano Lawn Care – Donation

After a brief discussion, Ms. Hopewell MOTIONED, seconded by Ms. Fekjar and carried unanimously by the Committee members-

TO accept Anguiano Lawn Care's donation of plants and boulders, to be installed at the corner of/in the Health Care Center walkway.

Medical Center

i. Building Signage

The Facilities Director provided an update on this project. The topic will be revisited at the November Committee meeting.

ii. Improvements

After a brief discussion, Ms. Hopewell MOTIONED, seconded by Ms. Fekjar and carried unanimously by the Committee members -

TO approve and recommend the Physical Property Committee seek costs for:

- Concrete additions/replacement to existing sidewalk
- Fill in roof openings around building
- Landscape improvements, and

substituting plants, to be determined, for the twenty-two woolly bushes and obtain a corrected Proposal for Services for the Physical Property Committee.

The Committee directed the recording secretary to schedule a meeting with Donna Hughes, Anguiano Lawn Services, for Wednesday, October 31 at 9:30 a.m. to address the 22 woolly bushes and the plantings at the sundial.

Mission Park – Landscape

i. Bench Donation – Cornerstone Church

It was the consensus of the Committee to revisit this item at the November Committee meeting. The Facilities Director will have a bench from the bocce ball court moved to Serenity Garden for Committee review on Wednesday, October 31. Committee members are encouraged to bring pictures of sample benches to Serenity Garden.

ii. Sign Post with White Board

The Facilities Director provided an update on this project. No action was taken at the time of the meeting.

The Facilities Director provided an update on this project and presented samples of shade materials. He will investigate Roman shades that could span the location and report his findings at the November Committee meeting.

Trust Property Buildings - Art Work

i. Clubhouse Three – Sewing Room Replacement Blinds

After a brief discussion, Ms. Hopewell MOTIONED, seconded by Ms. Findlay and carried unanimously by the Committee members -

TO approve the purchase of window blinds, identical to those in the Administration Conference Room, 2 inch slats, color - white, for ten windows in the Sewing Room Windows, in Clubhouse Three, funding from cost center 53.

NEW BUSINESS

Clubhouses - Floor Mat Color Selection

The Committee concurred to approve the selection of the color blue, as presented in the agenda packet, and add to the standards book, for all future floor mats to be used in Community Facility doorways.

Chair Heinrichs called for a fifteen-minute break at 2:30 p.m.

Annual Color Replacement Sundial

The Executive Director provided an update on this project. No action was taken at the time of the meeting.

TO discuss plantings around the sundial with Anguiano Lawn Service.

Tree Trimming

The Facilities Director will issue three separate work orders for trimming of three Brazilian pepper trees to Anguiano Lawn Service, Petersons and BrightView.

LW Mascot

The Executive Director provided an update on this project. The Committee will discuss at the November Committee meeting.

Outdoor Bulletin Boards

The Executive Director provided an update on this project. No action was taken.

PRESIDENT'S COMMENTS

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

SHAREHOLDER COMMENTS

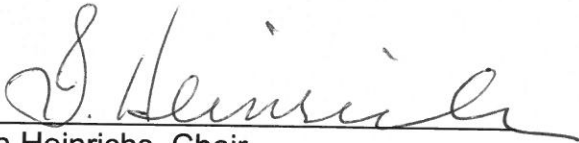
There were no shareholder/member comments.

COMMITTEE MEMBERS COMMENTS

Four Committee members commented on the proceedings of the meeting.

ADJOURNMENT

Chair Heinrichs adjourned the meeting at 3:04 p.m.

A handwritten signature in cursive script, appearing to read 'I. Heinrichs', written over a horizontal line.

Irma Heinrichs, Chair
ARCHITECTURAL DESIGN & REVIEW COMMITTEE

dfb 10.24.18

