



PHYSICAL PROPERTY COMMITTEE MINUTES

January 7, 2020

The regular meeting of the Physical Property Committee was called to order at 1:00 p.m., by Chair Rapp, on Tuesday, January 7, 2020, in the Conference Room B, followed by the Pledge of Allegiance.

ROLL CALL

Present:	Ms. K. Rapp, Chair	Ms. P. Snowden
	Mrs. Perrotti	Mr. B. Lukoff (excused himself at 1:58 p.m.)
	Mr. P. Friedman	Ms. S. Hopewell, Vice President
Absent:	Ms. L. Stone, Ex-Officio	
	Ms. R. Winkler	
	Ms. S. Fekjar	
Also Present:	Mr. R. Ankeny, Executive Director	
	Mr. M. Weaver, Facilities Director	
	Mr. D. Rudge Physical Property Manager	
	Ms. M. Kmiecik, Recording Secretary	
	Twelve (12) Shareholders/Foundation Members	

CHAIR'S ANNOUNCEMENTS

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. 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/shareholder comment period, not to exceed three minutes, as set forth in Policy 5610, Participation by Foundation Members/Shareholders. The minutes of today's Committee Board meeting will be presented to the Board for approval following the approval of the committee meeting minutes in January 2020.

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 COMMENTS

Chair Rapp welcomed Committee members, and recognized the attendees – Facilities Director Mark Weaver, Physical Property Manager David Rudge, and Recording Secretary Marcy Kmiecik.

SHAREHOLDER/ MEMBER COMMENTS

Four (4) shareholder/Members commented.

APPROVAL OF MINUTES

The minutes of the December 4, 2019, regular meeting were approved, as presented.

CORRESPONDENCE

Front Gate Pedestrian Traffic – B. Lukoff

The Committee reviewed the correspondence and requested the Recording Secretary send a letter of acknowledgement advising that this topic will be discussed at the next Committee meeting.

Following further discussion, it was the consensus of the Committee to request staff bring back estimated cost to review at the next Committee meeting.

Exiting the Healthcare Center – V. Jorgenson

The Committee reviewed the correspondence and requested the Recording Secretary send a letter of acknowledgement advising that all traffic signals are compliant with national standards.

STAFF REPORTS

Facilities Director

The Facilities Director provided the Committee with updates on current projects as submitted and commented on the items pertaining to the Committee's area of purview throughout the meeting.

Following a brief discussion, Ms. Snowden MOTIONED, seconded by Mr. Lukoff and carried unanimously by the Committee members present-

TO approve the completion of project #920-19, Clubhouse Six – Ambulance Room.

Physical Property Manager

The Physical Property Manager discussed the Total Quality Checklist for Clubhouse Two and Clubhouse Six, as submitted.

Executive Director

The Executive Director commented on items throughout the agenda pertaining to the Committees area of purview and provided the Committee with a midterm project report. It was the consensus of the committee to review 2020 Reserve Projects, painting and streets phase IV, at an upcoming meeting.

SUBCOMMITTEE REPORTS

There were no subcommittee reports at the time of the meeting.

UNFINISHED BUSINESS**Orange County Registrar Onsite Voting Drop Box**

It was the consensus of the Committee to request the Executive Director draft a request to the GRF Board for conceptual approval to place a ballot drop box inside the community.

Pool/Golf Course Project

The Facilities Director and Executive Director provided an update on this topic during the Staff Report section of the agenda; informing the Committee that there have been some minor delays due to the holidays and inclement weather, and that an article will be put in LW Weekly on the progress.

Canoe Brook/Allan's Alley Wall Replacement

Following a brief discussion, Mr. Friedman MOTIONED, seconded by Mrs. Perrotti and carried unanimously by the Committee members present-

TO recommend the GRF Board approve the removal of 1,250' of existing block wall and replace with 6' high chain link fence with PVC privacy slats by Quality Fence Company Inc. for a total cost of \$79,680 and add \$4,320 in contingencies for a total cost of \$84,000, Reserve funding, pending review by the Finance Committee.

(Chair Rapp called a break between 2:34 p.m. and 2:49 p.m.)

Clubhouse Three – Learning Center's

Following a brief discussion, Mrs. Perrotti MOTIONED, seconded by Ms. Snowden and carried unanimously by the Committee members present-

TO direct staff to source all applicable cost to fulfill the general specifications, as noted, for Committee review at the February meeting.

Upper Amphitheater – Loft

The Executive Director provided an update on this topic. The project is currently being reviewed by the Recreation Committee.

Street Replacement 2020

The Executive Director provided an update on this topic. It was the consensus of the committee to discuss this topic at the next Committee meeting.

Code Compliance to New Labor Laws

The Executive Director informed the committee that this topic is being addressed by the Human Resource Department and legal counsel.

Walkway Wall – Mutual Five

The Facilities Director provided an update on this topic. It was the consensus of the committee to decline the Mutuals request to close the wall opening, as presented, and requested the Facilities Director contact the Mutual Board.

1.8 Electrical

The Facilities Director provided an update on this topic. It was the consensus of the committee to request staff bring back cost to review at the next committee meeting.

Ambulance Room Flooring

The Facilities Director provided an update on this topic. It was the consensus of the committee to decline CARE's request to install laminate flooring in place of carpet, and have the floors professionally cleaned by Innovative Cleaning Services.

NEW BUSINESSSunshine Club – Bench Donation

Following a brief discussion, Mr. Friedman MOTIONED, seconded by Mrs. Perrotti and carried unanimously by the Committee members present-

TO accept the donation of a park bench from the Sunshine Club and place it at Clubhouse Two, and send a letter of thanks to the Sunshine Club.

Alternative Energy – Micro Grids and Fuel Cells

President of DrMicrogrid AJ Perkins and California Program Manager David Perzynski, also of DrMicrogrid, spoke on utilizing alternative energy within the community. It was the consensus of the committee to discuss this topic at an upcoming meeting.

St. Andrew's Gate – Traffic Bump

Following a brief discussion, Mrs. Perrotti MOTIONED, seconded by Ms. Rapp-

TO request staff, remove the speed bump at the St. Andrew's Gate due to the installation of a stop sign, funding from Operations.

The motion carried with three yes votes (Ms. Rapp, Mrs. Perrotti, and Ms. Hopewell, Ex-officio member).

Electric Vehicle Charging Stations – EV Go

Mutual Seventeen GRF Director, Mr. Massetti, spoke on this topic. No action was taken at the time of the meeting.

Bid Opening – Fire Protection

The Physical Property Manager opened six bids for Fire Protection Services for 2020-2022. It was the consensus of the Committee to request staff review the bids and bring back a recommendation to the next committee meeting.

GOVERNING DOCUMENTS

There were no Governing Documents to review at the time of the meeting.

FUTURE AGENDA ITEMS

The Committee discussed future agenda items and concurred to include the below topics on the next Committee agenda:

1. Assistive Listening Devices
2. Clubhouse Three - Knowledge and Learning Center's
3. Front Gate Pedestrian Traffic
4. Streets Phase IV
5. 2020 Reserve Painting Projects

PRESIDENT'S COMMENTS

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

ADJOURNMENT

Chair Rapp adjourned the meeting at 3:25 p.m.



Kathy Rapp, Committee Chair
Golden Rain Foundation

