



## **PHYSICAL PROPERTY COMMITTEE MINUTES**

**April 5, 2023**

The regular meeting of the Physical Property Committee was called to order at 1:00 p.m. by Chair Damoci on Wednesday, April 5, 2023, in Conference Room B and via Zoom, followed by the Pledge of Allegiance.

Present:	Mrs. C. Damoci - Chair	Mr. N. Massetti
	Mr. T. Doderio	Mr. L. Melody
	Mr. S. Geffner	Mrs. T. Nugent
	Ms. S. Hopewell	Ms. C. Thompson

Staff and	Ms. M. Gerber, GRF President
Guests:	Mr. M. Weaver, Facilities Director
	Mr. K. Black Physical Property Manager
	Ms. T. Makakaufaki, Executive Coordinator

Chair Damoci greeted and welcomed everyone to the Physical Property Committee meeting and introduced Foundation members and staff.

### **CHAIR'S ANNOUNCEMENTS**

Chair Damoci introduces staff including Facilities Director Mark Weaver, Physical Property Manager Kevin Black, and Executive Coordinator Tia Makakaufaki.

The Executive Director Jessica Sedgwick joined via Zoom at 1:09 p.m.

### **SHAREHOLDER/MEMBER COMMENTS**

Two Shareholders spoke at the time of the meeting.

### **APPROVAL OF MINUTES**

The minutes of the March 1, 2023, meeting was approved, as amended.

### **CORRESPONDENCE**

Two correspondences were reviewed at the time of the meeting.

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### **STAFF REPORTS**

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

The Physical Property Manager reported on items throughout the meeting.

### **UNFINISHED BUSINESS**

#### Administration Building Access Upgrade

The Administration Building Access Upgrade project is complete.

#### Safety Improvements at Golden Rain and Saint Andrews – Stantec Report

The Traffic Engineer is working on additional analysis for the intersection of Safety Improvement at Golden Rain and Saint Andrews, information will be presented at the next scheduled meeting.

#### Clubhouse One, Remodel of the Main Room

Clubhouse One Main Room Remodel project is put on hold.

#### Clubhouse One Power for Fans

Clubhouse One Power for Fans project is complete.

#### Perimeter Wall Around Frontier Building

Mr. Massetti MOVED, seconded by Mr. Dodero present –

TO recommend the Board authorize funding to share the cost of replacement of the Perimeter Wall with Frontier using their contractor, CRA and add \$10,000 contingency for a total cost not to exceed \$211,530, Capital Funding and authorize the President sign the contract.

The motion passed with two no votes (Director Geffner and Melody).

#### Channel Fence

The Facilities Director will provide costs of the Channel Fence at the next scheduled meeting.

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### Trees on Center Medium at Saint Andrew

Service Maintenance remove four trees from the center medium at Saint Andrew Drive and transplant them to a new location.

### **NEW BUSINESS**

#### Reserve Study

The Committee concurred to review the Reserve Study in a work study meeting.

#### Wall Mount Fans in Clubhouse Six for Fitness Center Dance Room

Mr. Melody MOVED, seconded by Ms. Hopewell, and carried unanimously by the Committee members present –

TO recommend the Board award a contract to Kress construction, to install (3) standard receptacles for fans, (1) 120v 20amp circuit for fans, provide (2) global industries wall mount fans, for \$4,081.00 plus a 20% contingency for a total cost not to exceed of \$4,897.20, Capital Funding and authorize the President to sign the contract.

#### Pest Control Service Community Facility – Three Year Contract

Mr. Melody MOVED, seconded by Ms. Thompson, and carried unanimously by the Committee members present –

TO recommend the Board award a contract to Fenn Termite and Pest Control to provide pest control and termite inspection and localized treatment for all Trust Property Buildings for a three-year period at a cost of \$60,870 Operational Funding and authorize the President to sign the contract.

#### Clubhouse Three Kitchen

Mr. Dodero MOVED, seconded by Mr. Massetti, and carried unanimously by the Committee members present –

TO recommend the GRF Board award a contract to Vickers Construction for the replacement of countertops, painting meeting rooms, installation of GRF provided appliances (estimated cost \$32,000) and installing new blinds in rooms 1-8 in Clubhouse Three

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at a cost of \$75,600. Also have Service Maintenance install a storage closet adjacent to room 9 in the Main Lobby and replace lighting with LED type for a cost of \$9,000 and at a cost of \$10,000 for installation television, Reserve Funding, for a total cost not to exceed \$139,230.

### Main Entry Traffic Flow

The Main Entry Traffic Flow project will be put on hold and be brought back in July 2023

### Bocci Shade

The Committee concurred to remove the Bocci Shade project from the agenda.

### Shuffleboard Courts

More information regarding the Shuffleboard Courts will be presented at the next scheduled meeting.

### Paint and Carpet for the Library

More information about the scope of work to Paint and Carpet the Library will be presented at the next scheduled meeting.

### Pool Equipment

The Facilities Director stated the pool equipment will be taken care of under warranty.

### Pumps Under Amphitheater

The Committee concurred to remove the Pumps Under the Amphitheater as it has been repaired. Project complete.

### Emergency Item: Red Curb Reset

Mrs. Damoci MOVED, seconded by Ms. Hopewell, and carried unanimously by the Committee members present –

TO add an emergency item to the agenda: Red Curb Reset.

Mrs. Damoci MOVED, seconded by Ms. Hopewell present –

TO follow the red curb related Traffic Engineering report.

The motion passed with two no votes (Director Massetti and Melody).



**GOVERNING DOCUMENT N/A**

**Future Agenda Items**

The Committee concurred to add as future agenda items:

- a. Air Conditioning for Amphitheater Dressing Room
- b. Pavement Improvement - Asphalt repairing Slurry Seal
- c. Energy Independence and Emergency Preparedness
- d. After Main Gate Traffic Circulation (tabled for July 2023)

**PRESIDENT'S COMMENTS**

President Gerber provided information and updates throughout the meeting.

**ADJOURNMENT**

Chair Damoci adjourned the meeting at 2:40 p.m.

  
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Carole Damoci, Chair  
Physical Property Committee  
tm: 04.05.23