



RECREATION COMMITTEE MINUTES

July 13, 2015

The regular meeting of the Recreation Committee was held on Monday, June 13, 2015 at 1:00 p.m. was called to order by Chair Hood, in the Administration Conference Room, followed by the Pledge of Allegiance.

ROLL CALL

Present:	Mr. L. Blake	Mr. S. Mc Guigan
	Mr. P. Hood (Chair)	Ms. K. Rapp
	Mrs. C. Damoci (Ex-Oficio)	Mrs. J. Reed
	Mr. B. Lukoff	

Absent: Mr. P. Pratt

Also Present:

- Mr. R. Ankeny, Executive Director
- Mr. T. DeLeon, Recreation Supervisor
- Ms. V. Morris, Library Operations Supervisor
- Ms. L. Lubin, Recording Secretary
- Mr. R. Stone, GRF Representative, Mutual One
- Ms. P. Snowden, GRF Representative, Mutual Two
- Ms. L. Stone, GRF Representative, Mutual Three
- Mr. P. Moore, GRF Representative, Mutual Seventeen
- Twenty-eight Foundation Members

There being no objections, Chair Hood declared the reading of the Quorum Notification be dispensed with by unanimous consent.

There being no corrections or additions, the regular meeting minutes of June 8, 2015 were approved as submitted by Chair Hood.

CHAIR'S ANNOUNCEMENTS

The Chair welcomed the Committee members, guests and staff to today's meeting.

Election of Vice Chair

Chair Hood called for nominations for Vice Chair for the 2015-2016 term. Mr. Mc Guigan nominated Ms. Rapp. There being no further nominations, Ms. Rapp was elected as Vice Chair of the Recreation Committee for the 2015-2016 term by acclamation.

Guest Comments on Agenda Items

Guests spoke on agenda topics such as: Seal Beach Centennial celebration, the Dog Park concept, dancing at the Amphitheater during shows, food trucks, and stated that the new barbecue grills work great.

In response to shareholder comments about repairs needed for the Golf Course Fountain a Committee member reported that this item will be reviewed in the Physical Property Committee as a Capital Request for the 2016 Budget.

CORRESPONDENCE**Farmers' Market**

A letter was received from a shareholder praising the Farmers Market event and the booth for "Home Boys" an organization for at risk youth. A letter will be sent to the shareholder thanking her for her feedback.

Swimming Pool

A letter was received from a shareholder requesting rules on how many swimmers can use each lane at the pool to avoid disrupting each other. The Recreation Supervisor stated that it is at the discretion of the pool attendant if people are allowed to share lanes to help cut down on long lines and that the doctor's notes are increasing for requesting a noodle or kick board be used at the pool.

After discussion about the pool not being large enough for the community, shortening the noodles used in the pool, allocating the shallow end for non-swimmers to free up swimmers lane for swimmers, the Committee concurred that the Swimming Pool Subcommittee follow-up on these issues. Chair Hood appointed Ms. Rapp to Chair the Pool Subcommittee and asked her to appoint people as she wishes. Ms. Rapp appointed Mr. Lukoff as a member of the Subcommittee.

A letter will be sent to the shareholder stating the Committee's decision.

Clubhouse Four Portable Stage

A letter was received from a shareholder requesting a portable dancing stage to connect as an extension to the existing stage.

Discussion took place about existing dancing space at other Clubhouses, Clubhouse Four used primarily as a meeting space, Saturday Night Dances, stage and set up of the proposed stage, the cost, customization for proper fit, lack of other uses for the stage, liability from possible separations between the portable and permanent stage.

Mr. Blake MOVED, seconded by Ms. Rapp and passed unanimously –

TO deny the request for a portable stage at Clubhouse Four,

allow dancing on the floor at Clubhouse Four and deny a request for dancing on the permanent Clubhouse Four stage.

A letter will be sent to the shareholder stating the Committee's decision.

Sound Levels at Clubhouse Six

A letter was received from a shareholder requesting decibel levels be checked and sound levels lowered to safe levels at events.

Discussion took place about an individual's choice to enter or stay in an area if the sound is too loud, acceptable sound levels, sounds levels acceptable for those hard of hearing, meter readings are an indicator, and prolonged exposure to loud sounds.

After discussion, the Committee concurred that a letter will be sent to the shareholder thanking him for his observations and stating the Committee's decision to take no action at this time.

Amphitheater Stage Dancing

A letter was received from a shareholder couple along with a petition from more than 100 shareholders requesting a dance space at the front and left side of the stage in view of the performers and that seating for the dancers would occupy about 12% of the seating.

Discussion took place about the Fire Marshall's revised decision on fire evacuation access routes at the Amphitheater, number of dancers, distractions to performance, ADA-friendly accessibility, currently accommodating dancers by allowing dancing in the wings areas, and other dancing opportunities in the community.

A Committee member reported that the Physical Property Committee is reviewing the Amphitheater for walkers and scooters and accommodating ADA-friendly needs and is in the process of hiring an engineer to review the area and make recommendations.

In agreement with the plan to reassess the area, Mr. Blake MOVED, seconded by Mr. Mc Guigan and passed unanimously –

TO deny dancing near the stage, pending an engineer study that will address ADA-friendly needs at the Amphitheater.

A letter will be sent to the shareholders stating the Committee's decision.

Golf Fountain

A letter was received from a shareholder requesting an improvement in the look of the fountains in the lake at the Golf Course. The Committee concurred to forward the letter to the Physical Property Committee. A letter will be sent to the shareholder stating the Committee's decision.

Clubhouse Six Second Floor Flooring and Redesign

A letter was received from a shareholder requesting the flooring and area at Clubhouse Six on the second floor be remodeled and provided information on suggested flooring and a floor plan.

After discussion, the Committee concurred to forward the letter to the Physical Property Committee for discussion. A letter will be sent to the shareholder stating the Committee's decision.

OLD BUSINESSDog Park

Chair Hood appointed Ms. Snowden to Chair the Dog Park Subcommittee.

Discussion took place about the formation of the Hot Diggity Dog group, artificial turf, fencing, dog park rules from the City of Seal Beach, how often the Dog Park would be monitored, violations and penalties, rules, moving forward cautiously to address liabilities, current rule enforcement, and handbooks.

The Facilities Director reported that the cost of the three locations are as follows, using the least expensive bid in each area: Clubhouse Two lawn bowling area \$97,251; Clubhouse Two shuffleboard \$55,488; and, Clubhouse Three lawn area \$50,435 and Ms. Snowden reported that the Subcommittee assessed that the figures were accurate.

Committee members thanked Ms. Snowden, Subcommittee members, and Hot Diggity Dog group for all their hard work.

Ms. Rapp MOVED, seconded by Mr. Blake -

TO send the Dog Park proposal to the Policy and Procedures Re-Write Subcommittee and legal counsel for review and drafting of a policy and a repeal to accompany the policy to present to the GRF Board.

After discussion, the motion and its second were withdrawn.

Mr. Lukoff called the question and it was passed unanimously -

Discussion took place about reviewing not drafting policies and doing research in the Subcommittee, budgeting as a Capital expense if it is a new amenity, and video cameras to deter bad behavior.

Mr. Blake MOVED, seconded by Mr. Lukoff and passed unanimously -

TO direct the Dog Park Subcommittee to develop and present a draft policy for a Dog Park and then make a recommendation to the Recreation Committee to have legal counsel and the

Policy and Procedures Re-Write Subcommittee review the draft and then sent back to the Recreation Committee with revisions and add an enforcement and review process piece to include all liability issues legal counsel has addressed.

Additionally, Mr. Blake MOVED, seconded by Ms. Rapp and passed unanimously –

TO send the Dog Park concept to Finance Committee for consideration as a Capital Expense for the 2016 budget, for an amount not to exceed \$115,000.

The Chair called a recess from 3:00 - 3:10 p.m.

Additional Food Truck Events

The Recreation Supervisor reported that gourmet food trucks will be available at the Desperado, Eagles tribute band, show on August 6th and other food truck events will be announced when approved.

Clubhouse One – Pool Room Painting

Chair Hood reported that this item has been forwarded to the Physical Property Committee for bidding and the Architectural Design Review Committee (ADRC) for color selection.

Holiday Decorations

A request forwarded to the Finance Committee to find a funding source for holiday decorations was not passed and was sent back the Recreation Committee.

After discussion requesting the Finance Committee reconsider using Operations or other funding, the on-going costs for installation and storage, Ms. Rapp MOVED, seconded by Mr. Blake and passed with one NO vote (McGuigan) –

TO re-send a request to the Finance Committee to approve a capital purchase of \$32,000 and a maintenance fee each year for the installation and storage of new holiday decorations.

To refine the motion to address a request for a specific maintenance fee cost, Mr. Blake MOVED, seconded by Ms. Rapp and passed unanimously –

TO amend the previous motion to include yearly costs calculated by staff and submitted to the Finance Committee in the original write up which listed annual maintenance, installation, and additional costs for new holiday decorations.

Sprung Floor at Clubhouse Six, Section C

After discussion about types of flooring for consideration and requests to redesign the area, the Committee concurred with the Recreation Supervisor to table this item until a firm decision on the configuration of the Clubhouse Six second floor area becomes final.

Scooter Parking at Amphitheater

Chair Hood reported that this item has been forwarded to the Physical Property Committee.

Amphitheater Shows – Donations

The Recreation Supervisor distributed a list of shows this season with the list of each show's sponsor. Chair Hood acknowledged the Amphitheater shows are being well attended.

During discussion it was suggested that the sponsorship levels for individual shows be better defined as a full sponsorship or a joint/partial sponsorship with the Foundation. The Executive Director will work with the *NEWS* to re-phrase the sponsorship listings in the newspaper to clarify that specific shows are being partially funded by outside companies.

The Executive Director reported that generous donations collected for the animal charity included cash, gift cards, and a large amount of toys and food.

Denny's Food Service at Clubhouse One

The Executive Director reported that the draft agreement will include a breakfast service from 8:00 a.m. to 1:00 p.m. on Saturdays, an upgrade to the propane cooking stations, and will tie up Clubhouse One for most of the day and displace card groups that use that clubhouse.

Mr. Blake – MOVED, seconded by Mr. Mc Guigan and passed unanimous –

TO forward the Denny's On Site Diner Service Agreement to the GRF board after review and input from legal counsel.

NEW BUSINESS

Proposed 2016 Budget for Cost Center 35

The Library Operations Supervisor reported there are no significant increases in Cost Center 35 for the Library. In response to Committee members she reported that the exterior of the Library was painted ten years ago and the inside was painted eight years ago.

Following discussion on preparing for approvals for painting to refresh the look at the Library, the Committee concurred to forward a request to the ADRC to review and select colors for interior and exterior painting in preparation to accelerate the project and the

availability of reserve funding to perform the painting.

The Committee concurred with the Executive Director to have a request to upgrade the lighting to LEDs forwarded to the Physical Property Committee.

In response to a Committee and staff request, the Chair will consider moving the Library Operations Supervisor reports to the beginning of the meeting to grant an earlier release from the meeting.

Proposed 2016 Budget for Cost Centers 40, 45, 46, 48, 49, 51, 52, 53, 54, 55, 56

Discussion took place about adequate funding for planned and unplanned food truck and special events, positive feedback on events, self-contained event trailer, dedicated event materials such as barricades and awnings, and focusing on a summertime event schedule.

The Executive Director stated that in the two years he has been on staff that it is nice to see shareholders enjoying their home, community, and seeing additional value for their assessment payments due to the recent events. He stated that if the events continue to be a success the next step is to seek co-sponsorships, lease agreements for the use of the facilities, and possible commissions from earning from the vendors who participate.

Discussion took place about refurbishing the Amphitheater in regard to extending the stage and apron toward the audience, major concrete replacements needed, stage doors need to be serviced, speaker replacements, light upgrades, replacement of the control board, engineering study for ADA-friendly seating and use, and prioritization of the upgrades.

Staff presented the Budget work papers for Cost Centers 40, Recreation; 45, Amphitheater; 46, Golf Course; 48, Swimming Pool; 49, Janitorial; 51, Clubhouse One; 52, Clubhouse Two; 53, Clubhouse Three; 54, Clubhouse Four; 55, Clubhouse Five; and 56, Clubhouse Six.

The Recreation Supervisor reported no major change for the Golf Course. He reported the drought may affect watering of the course and play. Money has been budgeted for new sand traps and he is working with the golfers on their installation and design.

The Recreation Supervisor reported the Swimming Pool has increases for supplies and repairs. He also reported a four percent increase in electrical costs at the Clubhouses has been anticipated and included in the Budget.

The Recreation Supervisor reported that an additional staff position is needed in the Recreation Department for evenings, weekends, holidays, and special events. A proposal will be presented to the Executive Committee for approval.

Patio Seating / Sound System Outside of Clubhouse Six

Discussion took place about upgrading and increasing the number of the existing patio tables and chairs to a commercial grade with umbrella posts secured into the cement.

The Committee concurred to forward a request for patio seating and tables based on the Committee's recommendation to the ADRC, for staff to obtain prices based on the ADRC's recommendations, and forward to the Finance Committee for funding sources as a capital expenses.

Clubhouse Six Flooring / Chair Rails Refinishing

The Recreation Supervisor reported that the blue chairs at Clubhouse Six sit lower than the chair railing that was installed and is requesting the railing be reinstalled to the proper height for the blue chairs. The Executive Director also reported that the flooring on the first floor at Clubhouse Six need to be reviewed due to damage to its finish and is not designed for refinishing.

Chair Hood reported that this item has been forwarded to the Physical Property Committee and the Architectural Design Review Committee (ADRC) for flooring and railing selections.

Janitorial Contract

The Recreation Supervisor reported that past negotiations with the current janitorial company, Commercial Cleaning Service reduced their price by 10% and terms were changed in an addendum that also stipulated as part of the cost reduction that GRF would source and supply the cleaning, hospitality, and restroom supplies. Changes directed by the Committee and the three-year limit on contracts per Davis-Stirling will be included in a new draft for consideration to go out to bid with.

POLICIES

Adopt/Revise - Policy 5513-35 Accepting Donation from the Friends of the Library Procedures

Mr. Blake MOVED, seconded by Mrs. Reed and passed unanimously –

TO forward Policy 5513-35 Accepting Donation from the Friends of the Library Procedures to the Finance Committee for review.

REPORTS

Dog Park Subcommittee

Chair Hood reported this item has already been discussed in the meeting.

Swimming Pool Sub-Committee

Subcommittee Chair Rapp reported the Swimming Pool Sub-Committee has not met.

Entertainment Sub-Committee

Chair Hood appointed Mr. Blake to Chair the Entertainment Subcommittee. Mr. Blake reported that there have been many positive comments about the entertainment over the past year and will strive to do even better next year.

Mr. Blake and Mrs. Damoci were thanked for doing a great job with this season's Amphitheater shows.

Mr. Blake appointed Ms. Snowden as a member of the Subcommittee.

City of Seal Beach Centennial Sub-Committee

Chair Hood appointed Mr. Blake to Chair the City of Seal Beach Centennial Subcommittee. Mr. Blake requested the tour of the community be canceled and to suggest staff manage the use of the facilities and equipment during events coordinated with the City's Centennial celebration staff due to on-going problems.

STAFF REPORTS

Library Operations Supervisor

She provided a brief update on her trip to learn about E-books and what options that Library has for making them available to shareholders. The pricing and packaging structures differ and additional platforms and vendors are entering the market. She is currently in contact with vendors about pricing and books available for the community's needs. Due to the price and the newness of the technology, the Library Operations Supervisor requested that the E-readers not be considered for the 2016 budget to allow time for additional research.

Executive Director

The Executive Director reported that in reviewing the July 4th event that additional staffing, security, and a first aid station should be considered for future events. Additional staff and/or volunteers would be used to check the restrooms more often, place additional chairs in the area, and run shuttle service to and from the event.

Recreation Supervisor

He reported that the minimum wage increases will likely affect contracts such as the janitorial contract.

PRESIDENT'S COMMENTS

Vice President Damoci reported that President Winkler will return next week.

SHAREHOLDER MEMBER COMMENTS – AGENDA ITEMS

Shareholders thanked the Committee for a good meeting. Shareholders spoke on dancing at the Amphitheater and the Dog Park concept.

A shareholder thanked the Committee, shareholders, and staff for their condolences for the loss of an immediate family member.

COMMITTEE MEMBER COMMENTS

Committee members stated it was a good meeting, the Committee has done a lot of good things and continues to do them, glad the Committee is proceeding with the Dog Park concept, some liability issues remain for the Dog Park concept, a lot was accomplished and the end of summer event will be an Octoberfest event.

Committee members thanked the Recreation Supervisor and his staff for the extra duties taken on to make the July 4th and Amphitheater shows a success.

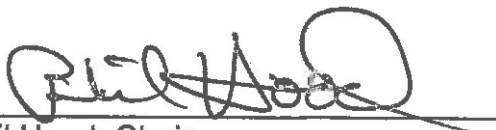
CHAIR'S COMMENTS

Chair Hood thanked the Committee and staff for a fantastic job.

Next meeting: Monday, August 10, 2015 at 1:00 p.m., Administration Conference Room

ADJOURNMENT

Chair Hood adjourned the meeting at 4:50 p.m.



Phil Hood, Chair
RECREATION COMMITTEE
|| 07/17/15

MOTIONS:

- Ms. Rapp was elected as Vice Chair of the Recreation Committee for the 2015-2016 term by acclamation.
- Chair Hood appointed Ms. Snowden to Chair the Dog Park Subcommittee.
- Direct the Dog Park Subcommittee to develop and present a draft policy for a Dog Park and then make a recommendation to the Recreation Committee to have legal counsel and the Policy and Procedures Re-Write Subcommittee review the draft and then sent back to the Recreation Committee with revisions and add an enforcement and review process piece to include all liability issues legal counsel has addressed.
- Forward the Dog Park concept to Finance Committee for consideration as a Capital Expense for the 2016 budget, for an amount not to exceed \$115,000.
- Re-send a request to the Finance Committee to approve a capital purchase of \$32,000 and a maintenance fee each year for the installation and storage of new holiday decorations.
- Forward Clubhouse One Pool Room painting to the Physical Property Committee for bidding and the Architectural Design Review Committee (ADRC) for color selection.
- Forward scooter parking to the Physical Property Committee.
- Include yearly costs calculated by staff and submitted to the Finance Committee in the original write up which listed annual maintenance, installation, and additional costs for new holiday decorations.
- Forward the Denny's On Site Diner Service Agreement to the GRF board after review and input from legal counsel.
- Concurred to forward a request to the ADRC to review and select colors for interior and exterior painting of the Library and to look at accelerating the project and the availability of reserve funding to perform the painting.
- Concurred to forward a request to an upgrade to LED lighting at the Library to the Physical Property Committee.
- Concurred to forward a request for patio seating and table recommendation to the ADRC and forward to the Finance Committee for funding sources as a capital expenses.
- Forward chair railing and flooring selection requests for Clubhouse Six to the ADRC.
- Forward Policy 5513-35 Accepting Donation from the Friends of the Library Procedures to the Finance Committee for review.
- Chair Hood appointed Mr. Blake to Chair the Entertainment Subcommittee.
- Chair Hood appointed Mr. Blake to Chair the City of Seal Beach Centennial Subcommittee.

ACTIONS:

- A letter will be sent to the shareholder thanking her for her feedback on the Farmers' Market.
- A letter will be sent to the shareholder stating the Committee's decision regarding the swimming pool swimming lane usage.
- A letter will be sent to the shareholder stating the Committee's decision TO deny the

request for a portable stage at Clubhouse Four, allow dancing on the floor at Clubhouse Four and deny a request for dancing on the permanent Clubhouse Four stage.

- After discussion, the Committee concurred that a letter will be sent to the shareholder thanking him for his observations and stating the Committee's decision to take no action at this time in regard to sound levels at events at Clubhouse Six.
- A letter will be sent to the shareholders stating the Committee's decision **TO** deny dancing near the stage, pending an engineer study that will address ADA-friendly needs at the Amphitheater.
- A letter will be sent to the shareholder stating the Committee's decision to forward Golf Course Fountain refurbishing request to the Physical Property Committee
- A letter will be sent to the shareholder stating the Committee's decision to forward a Clubhouse Six upstairs flooring and redesign request to the Physical Property Committee.
- Staff to work with the *NEWS* to re-phrase the sponsorship listings in the newspaper to clarify that specific shows are being partially funded by outside companies.
- Staff to obtain prices for patio seating and tables based on the ADRC's recommendations.