



## **RECREATION COMMITTEE MINUTES**

**August 5, 2019**

The regular meeting of the Recreation Committee was called to order at 1:00 p.m. by Chair Perrotti on Monday, August 5, 2019, in Conference Room B, followed by the Pledge of Allegiance.

### **ROLL CALL**

Present:	Mrs. L. Perrotti, Chair	Ms. I. Heinrichs, Vice Chair
	Ms. M. Gerber	Mr. B. Lukoff
	Ms. K. Rapp	Ms. J. St. Aubin
	Ms. P. Snowden	Ms. Stone, Ex-Officio

Also

Present: Mr. R. Ankeny, Executive Director  
Mr. T. De Leon, Recreation Director  
Mr. T. Fileto, Recreation Manager  
Ms. K. Thayer, Assistant Recreation Manager  
Ms. V. Morris, Library Operations Supervisor  
Mr. P. Pratt, GRF Representative, Mutual Two  
Ms. S. Hopewell, GRF Representative, Mutual Six  
Mr. P. Friedman, GRF Representative, Mutual Fifteen  
Ms. J. Isom, GRF Representative, Mutual Sixteen  
Mr. N. Massetti, GRF Representative, Mutual Seventeen  
Hon. S. Massa-Lavitt, City Counsel  
Ms. M. Kmiecik, Recording Secretary  
52 Shareholders/Foundation Members

### **CHAIR'S ANNOUNCEMENTS**

There being no objections, Chair Perrotti 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 4<sup>th</sup> 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 August 2019.

### **RULES OF ORDER**

Chair Perrotti reviewed group norms, and asked Committee members and guests to be on time; respect the speaker, do not interrupt and have one conversation at a time; wait to be called; be present and productive; no side bar conversations; turn off or silent cell phones, and treat everyone how they would like to be treated.

### **CHAIR'S ANNOUNCEMENTS**

Chair Perrotti provided a brief update on current Committee projects and introduced guests and staff – Executive Director Randy Ankeny, Recreation Director Terry De Leon, Recreation Manager Thomas Fileto, Assistant Recreation Manager Kathy Thayer, Library Supervisor Vanessa Morris, and Recording Secretary Marcy Kmiecik.

### **SHAREHOLDER/MEMBER COMMENTS**

26 Shareholders/Members spoke on items on the agenda.

### **APPROVAL OF MINUTES**

The minutes of the July 1, 2019, regular meeting were approved, as corrected.

### **CORRESPONDENCE**

The Committee reviewed 19 pieces of correspondence. It was the consensus of the Committee to discuss the request for a Salvation Army donation truck at the next Committee meeting, and forward two letters regarding the Marquee policy to the GRF Board of Directors and four letters regarding the Restaurant/Bar Questionnaire to the Restaurant/Bar Subcommittee.

### **STAFF REPORTS**

#### **Recreation Director**

The Recreation Director spoke of his reports and upcoming events, as submitted.

The Recreation Manager presented the July Event Cost Report, as submitted.

#### **Library Supervisor**

The Library Supervisor spoke of future events and her reports, as submitted.

#### **Executive Director**

The Executive Director provided an update on upcoming projects and commented on items throughout the agenda pertaining the Committees area of purview.

### **SUBCOMMITTEE REPORTS**

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

### **PRESIDENT'S COMMENTS**

The President commented on various items pertaining to the agenda throughout the meeting.

### **UNFINISHED BUSINESS**

#### **Questionnaires – Update**

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

#### **Booking Agent RFP**

The Recreation Director presented the booking agent specifications, as submitted.

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Mr. Lukoff and carried unanimously-

**TO** request staff amend the Booking Agent RFP as discussed and authorize the Committee Chair approve the amended RFP prior to being sent out for bids.

(Chair Perrotti called a break between 2:40-2:55 p.m.)

#### **Mission Park – Bulletin Boards**

The Recreation Director informed the Committee that the Mission Park Bulletin Boards have been installed.

Following further discussion, it was the consensus of the Committee to approve a three (3) month trial period to allow the Pickle Ball and Bocce Ball Organizations access to the bulletin boards at Mission Park so that they may post their own organization information, as needed.

#### **Golf Course Tee Box Replacement**

Following a brief discussion, Mr. Lukoff MOTIONED, seconded by Ms. Rapp and carried unanimously-



**TO** recommend to the GRF Board award a contract to Eagle Golf Construction for the replacement of nine (9) Golf Course T-Boxes, for a cost not to exceed \$70,923, Reserve Funding, pending Finance Committee review.

The motion passed with one no vote (Ms. Gerber).

#### Clubhouse Four – Phase IV

Following a brief discussion, Mr. Lukoff MOTIONED, seconded by Mrs. Perrotti and carried unanimously-

**TO** approve the scope of work for Clubhouse Four, Phase IV, as presented and forward a request to the Physical Property Committee to obtain cost.

The motion carried with one no vote (Ms. Snowden).

#### Pool Complex Renovations – Phase I

The Executive Director reported that this topic is being discussed in the Physical Property Committee. No action was taken at the time of the meeting.

#### Veterans Plaza Shade Structure

The Recreation Director reported that this topic is being discussed in the Physical Property Committee. No action was taken at the time of the meeting.

#### 2020 Budget Assumptions – Recreation and Library Department

The Recreation Director and Library Supervisor discussed the second draft of the 2020 Operating Budget, as submitted.

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

**TO** refer the proposed 2020 budget, for Cost Center 651, to the Finance Committee, for review.

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. St. Aubin and carried unanimously by the Committee -

**TO** refer the proposed 2020 budget, for Cost Center 652, to the Finance Committee, for review.

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Heinrichs and carried unanimously by the Committee -

**TO** refer the proposed 2020 budget, for Cost Center 653, to the Finance Committee, for review.

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Heinrichs and carried unanimously by the Committee -

**TO** refer the proposed 2020 budget, for Cost Center 654, to the Finance Committee, for review.

Following a brief discussion, Ms. Snowden MOTIONED, seconded by Ms. St. Aubin and carried unanimously by the Committee -

**TO** refer the proposed 2020 budget, for Cost Center 656, to the Finance Committee, for review.

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Heinrichs and carried unanimously by the Committee -

**TO** refer the proposed 2020 budget, for Cost Center 740, as amended, to the Finance Committee, for review.

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Gerber and carried unanimously by the Committee -

**TO** refer the proposed 2020 budget, for Cost Center 745, to the Finance Committee, for review.

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. St. Aubin and carried unanimously by the Committee -

**TO** refer the proposed 2020 budget, for Cost Center 746, to the Finance Committee, for review.

Following a brief discussion, Ms. Snowden MOTIONED, seconded by Ms. St. Aubin and carried unanimously by the Committee -

**TO** refer the proposed 2020 budget, for Cost Center 748, to the Finance Committee, for review.

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Snowden and carried unanimously by the Committee -

TO refer the proposed 2020 budget, for Cost Center 749, to the Finance Committee, for review.

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

TO refer the proposed 2020 budget, for Cost Center 847, to the Finance Committee, for review.

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. St. Aubin and carried unanimously by the Committee -

TO refer the proposed 2020 budget, for Cost Center 735, to the Finance Committee, for review.

#### Designated Use of Trust Property

No action was taken at the time of the meeting.

#### **NEW BUSINESS**

##### Friends of the Library Donation

The Friends of the Library Vice President, Behroze Irani, presented the Committee with an \$8,000 donation to the Leisure World Library on behalf of the Friends of the Library.

##### Request for Variance at the RV Lot

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Heinrichs and carried unanimously by the Committee-

TO deny the request for variance to the RV Lot policy regarding the size of the storage shed.

##### Bocce Ball Court Review

It was the consensus of the Committee to address this topic at the next scheduled meeting. No action was taken at the time of the meeting, pending a walkthrough to be scheduled of the Bocce Ball Court area.

##### Radio Club – Sale of Ice cream and candy at Amphitheater

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Gerber and carried unanimously by the Committee-

**TO** approve the Radio Club to sell refreshments for the remainder of the 2019 Amphitheater movie season.

#### RV Lot Charging Station

The Recreation Director informed the Committee that this topic is being discussed in the Physical Property Committee. No action was taken at the time of the meeting.

#### Amphitheater Bridge

It was the consensus of the Committee to table this topic.

#### Review and Approve Recreation Department Event Schedule

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Heinrichs and carried unanimously by the Committee-

**TO** approve the 2020 Arts and Crafts Festival, as presented.

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

**TO** approve the 2020 GRF Offsite Bus Trips, as presented.

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

**TO** approve the 2020 Cinco De Mayo event, as presented.

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

**TO** deny the 2020 Community Expo, as presented.

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. St. Aubin-

**TO** deny the 2020 Fall Festival, as presented.

The motion carried with one no vote (Mr. Lukoff).



Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. St. Aubin and carried unanimously by the Committee-

**TO** approve the 2020 Holiday Tree Lighting, as presented.

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

**TO** approve the 2020 Fourth of July event, as presented.

Following a brief discussion, Ms. Snowden MOTIONED, seconded by Ms. Rapp and carried unanimously by the Committee-

**TO** approve the 2020 Menorah Lighting, as presented.

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Heinrichs and carried unanimously by the Committee-

**TO** deny the 2020 MLK remembrance event, as presented.

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Heinrichs and carried unanimously by the Committee-

**TO** approve the 2020 Monday Night Football, as presented.

Following a brief discussion, Ms. Gerber MOTIONED, seconded by Ms. Rapp and carried unanimously by the Committee-

**TO** approve the 2020 Mother's Day event, as presented.

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

**TO** approve the 2020 Open Air Movie Nights, as presented.

Following a brief discussion, Ms. St. Aubin MOTIONED, seconded by Ms. Rapp-

**TO** deny the 2020 Saturday Community Shows, as presented.



The motion carried with two no votes (Ms. Snowden and Mr. Lukoff).

Following a brief discussion, Ms. Snowden MOTIONED, seconded by Ms. Heinrichs-

**TO** deny the 2020 St. Patrick's Day event, as presented.

The motion carried with one no vote (Mr. Lukoff).

Following a brief discussion, Ms. Snowden MOTIONED, seconded by Ms. Rapp and carried unanimously by the Committee-

**TO** approve the 2020 GRF Super Bowl Party, as presented.

Following a brief discussion, Ms. Heinrichs MOTIONED, seconded by Ms. St. Aubin and carried unanimously by the Committee-

**TO** approve the 2020 GRF Indoor Swap Meet, as presented.

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Gerber and carried unanimously by the Committee-

**TO** approve the 2020 Summer Concert Series, as presented.

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. St. Aubin and carried unanimously by the Committee-

**TO** approve the 2020 Toys for Tots event, as presented.

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Heinrichs and carried unanimously by the Committee-

**TO** deny the 2020 Valentine's Day Dance, as presented.

Following a brief discussion, Ms. Snowden MOTIONED, seconded by Ms. Rapp and carried unanimously by the Committee-

**TO** approve the 2020 Veterans Honor Banners, as presented.

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. St. Aubin and carried unanimously by the Committee-

TO approve one (1) 2020 Veterans Plaza Event, as presented.

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Heinrichs and carried unanimously by the Committee-

TO approve the 2020 Cultural Bus Trips, as presented.

Following a brief discussion, Ms. Gerber MOTIONED, seconded by Ms. Heinrichs and carried unanimously by the Committee-

TO deny the 2020 Egg Decorating Contest, Ginger Bread House Contest, and Pumpkin Carving Contest, as presented.

Following a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Snowden and carried unanimously by the Committee-

TO approve the 2020 Author Speak events, as presented.

#### Saturday Night Dances

Following a brief discussion, Ms. Heinrichs MOTIONED, seconded by Ms. Gerber and carried unanimously by the Committee Members present-

TO approve the Recreation Department work with local entertainment groups to provide entertainment at the Saturday Night Dances, at little to no cost, on a three (3) month trial basis.

Following further discussion, Ms. Rapp MOTIONED, seconded by Ms. Heinrichs and carried unanimously-

TO reduce the Community Entertainment budget in cost center 740 by \$10,000.

#### GOVERNING DOCUMENTS

##### Amend Policy 70-1202-1, Club Membership

It was the consensus of the Committee to discuss Governing Document 70-1202-1, Club Membership, at the next Committee meeting.

Amend Policy 70-1471-3, Marquee

It was the consensus of the Committee to discuss Governing Document 70-1471-3, Marquee, at the next Committee meeting.

**Future Agenda Items**

It was the consensus of the committee to include the below listed items on the next Committee meeting agenda.

1. Salvation Army Donation Truck
2. Bocce Ball Court Walkthrough
3. Governing Documents; 70-1202-1, Club Membership, and 70-1471-3, Marquee.

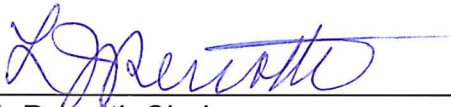
**NEXT MEETING**

September 3, 2019

Conference Room B

**ADJOURNMENT**

Chair Perrotti adjourned the meeting at 4:21 p.m.



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Leah Perrotti, Chair  
RECREATION COMMITTEE

Mk 08-05-19

