



CITY OF PACIFIC GROVE
515 Junipero Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL
FROM: SENIOR RECREATION COORDINATOR MOTHERSHEAD
MEETING DATE: DECEMBER 17, 2008
SUBJECT: MEETING MINUTES OF OCTOBER 21, 2008 RECREATION BOARD MEETING

RECOMMENDATION:

Receive.

DISCUSSION:

Attached are the minutes of the October 21, 2008 meeting of the Recreation Board.

FISCAL IMPACT:

Unknown.

ATTACHMENTS:

- Minutes of the October 21, 2008 meeting of the Recreation Board. (2 pages)

RESPECTFULLY SUBMITTED:

Donald Mothershead
SENIOR RECREATION COORDINATOR

REVIEWED BY:

James J. Colangelo

Digitally signed: I have reviewed this document

James J. Colangelo
CITY MANAGER



CITY OF PACIFIC GROVE **SPECIAL RECREATION BOARD MEETING MINUTES**

Tuesday, October 21, 2008 – 7:00 p.m.

Lebeck Room

**Pacific Grove Community Center
515 Junipero Avenue, Pacific Grove**

1. **Call to Order** The meeting was called to order at 7:08 p.m. by Mothershead.

2. **Roll Call** Members present : Book Laughlin, Lord, and Potter
Members absent: Cullinan
Staff present: Mothershead and Riekema

3. **A. Election of New Chairperson.**
This item was Tabled, as the board would like all of its members present for discussion/decision.
B. Acceptance of the Minutes of September 9, 2008 Meeting
On a motion by Book, seconded by Lord, the minutes of September 9, 2008 were unanimously accepted.
C. Approval of the Agenda
On a motion by Potter, seconded by Laughlin, To Approve the Agenda as posted.
- Passed Unanimously.

4. ***Oral Communications and Correspondence**
 - A letter of was received from a family that had a very negative encounter with a person described as a “Bike Nazi” on the Recreation Trail on September 26, 2008.
 - An announcement that our past Director of Recreation was being honored by the Chamber of Commerce and recognized as the “Citizen of the Year” and being inducted into the Pacific Grove High School “Hall of Fame”! Ceremonies will be held October 23 – 25.

5. **Reports and Correspondence**
 - A. **Golf Course** – (Mothershead reported for Joe Riekema)
 1. **Superintendent** - The new Golf Course Superintendent (Dan Gho) and his staff are doing well.
 2. **Greens** - The Greens are almost completely recovered from the damage of last Spring. Now, we are in the middle of a three day “Greens Aeration” project. It will take about two weeks for them to heal-up and maintenance will Aerate again in the Spring. The City is looking into Leasing a new Fairway Mower, by next Summer, as our present machine is about 16 years old!
 3. **Financials** – Monthly rounds for the first quarter (July – Sept.) were down 18%. Revenue was also down, but by 9%. For the first 20 days of October, play and revenue are equal to last year.
 4. **Department Update** – The Pro Shop has lost three Cart Attendants and one Marshall and hope to replace them soon. Mr. Riekema would like to improve the Youth Program at the Course!

 - B. **Recreation** – Donald Mothershead
 1. **Revenue and Expenditures** - The August finance report was shared. Department Expenditures totaled \$29,122.77 for the month, bringing a total expenditure for the Fiscal year (2 months) to \$71,724.40 (or 18.25% of the yearly budget). Revenue generated for August totaled \$17,417.00, bringing a Fiscal year total income to \$33,408.75 (or 18% of its expected yearly income) from programs and rentals. It was noted that official finance reports are usually out 5-6 weeks after the end of the month and that the 2 months reported, equal 17% completion of the year.

RECREATION BOARD MEETING MINUTES of October 21, 2008**2. Department Update** – The Youth Center’s attendance report for September was presented.

Total attendance for the month was 432 over 21 days for an average of 21 students per day. Fridays continue to be the most popular day, as we show movies and are open until 9:30 pm. The High School Spanish Club did have a dance (as a fundraiser) at the Youth Center on Friday, September 26th, with about 120 students in attendance. The Youth Center will host a Middle School Costume Halloween Dance on Friday, October 24. This will be a fundraiser for the M.S. Leadership class and for U.N.I.C.E.F.

Other activities at the Youth Center include daily use by the Middle School Band and Orchestra during school hours, as construction at the school site is expected to continue through the middle of November.

Also, the P.G. Adult School started in August, a Family Recreation Day at the Youth Center, two Saturdays each month, but attendance has been very low.

6. Old Business

A. **Youth Center Volunteers** – We have a number of volunteers who have or will be Finger Printed at the Police Department to help at the Youth Center Dances. The Middle School P.T.A. has been very supportive!

7. New Business

A. **Facility Use Application** – As directed by the Board at last month’s meeting, copies of the Facility use Application were shared and discussed. Suggestions of better communication from the Facility Attendant, to the Police Department were discussed. Also, a policy of the Recreation Office, notifying the P.D. about large planned events and rentals! Mothershead will check with the Police, City Manager and Attorney on better communication of events.

7. **Closing comments and adjournment** – With there being no further business, the meeting was adjourned at 8:09 pm. The next scheduled meeting will be on Wednesday, November 19, 2008 at 7:00 pm in the Lebeck Room at the Community Center, 515 Junipero Ave.

Respectfully submitted,

Donald Mothershead

Senior Recreation Coordinator