

**CITY OF DUARTE
PARKS AND RECREATION COMMISSION
M I N U T E S**

Regular Meeting
May 10, 2021

7:00 p.m.

ROLL CALL/INTRODUCTIONS:

PRESENT: Elizabeth Dugan, Barbie Bylsma-Houghton,
Anne Wilkins, Jennifer Luna-Nguyen, Kirsten
Nielsen
ABSENT: Jim Dinsmore, James Finlay
STAFF: Manuel Enriquez, Department Director
AUDIENCE: Michael Chang

**PLEDGE OF
ALLEGIANCE:**

Dugan led the Pledge of Allegiance.

**APPROVAL OF
MINUTES:**

Bylsma-Houghton moved, and Nielsen seconded to approve the March 2021 minutes. The motion carried unanimously.

PUBLIC COMMENTS: None

**ITEMS OF
BUSINESS:**

A. Play Share Presentation

Michael Chang, Play Share, gave a presentation regarding equipment lockers. Some information included:

- Their vision is to bring people together through play
- More people are visiting parks and park visitors are willing to rent equipment
- Increase revenue and no extra costs to the City
- Users can rent items from the locker through a mobile app.
- The app. will track if items are not returned and take appropriate action
- Cameras are installed in lockers to verify that the right item is returned
- Partnership benefits include: revenue sharing, no staff needed to monitor and no cost to the City, metrics and data information would be shared with City
- Community benefits include: convenience, staying active, environmental impact of reducing the need of visitors to purchase their own equipment, and

- encourages quality playtime amongst families
- Shared possible locations for lockers and equipment to make available
- Visitors will use an easy web application to rent
- The City will have an Admin Dashboard that will provide information such as rental status, times and duration, and the ability to change items, pricing and more
- Play Share has gotten good feedback in surveys
- Pilot proposal includes Play Share providing lockers, free delivery and installation, recreation equipment, 15 minutes of free play to community
- Revenue will be kept by Play Share after 15 minutes for first 6 months
- Play Share will cover vandalism, provide sanitary mechanism for lockers, and provide monthly maintenance, cleaning and upkeep

There was discussion with Chang and Commissioners regarding costs, installation, vandalism and contract options.

Bylsma Houghton motioned and Luna-Nguyen seconded to have Play Share draw up a contract for placement at Encanto Park and Royal Oaks Park. The motioned carried unanimously.

B. UPDATE: City Facilities Reopening

Enriquez gave an update of facilities reopening. Some information provided included the following:

- The Fitness Center has reopened to 50% capacity with the county entering the Yellow Tier
- Modifications have been made in locker rooms in order to maintain social distancing
- Lap swim is now being offered mornings, afternoons and evenings Monday thru Thursday, mornings and afternoons on Friday and afternoons on Saturday and Sunday
- The Teen Center has also reopened following recommended guidelines
- Indoor boxing is limited with most training being held outdoors
- The Senior Center continues to remain closed with appointments only and limited programming
- Seniors were allowed to make an appointment to get their taxes done at the Senior Center

- Senior Center continues to offer virtual classes along with drive up events, such as Parking Lot Bingo
- The Senior Center will remain closed until new Community Center protocols are released, which are currently being evaluated
- Senior Center's fall under the category of Community Centers

Bylsma Houghton asked if City Hall was still open by appointment only.

Enriquez stated that it is, but many who come without an appointment are still being helped, if possible. The City is currently using the Ring doorbell system.

C. 2021 Independence Day Celebration

Enriquez gave an update on some of the information provided included the following:

- Council approved holding the July 3rd Independence Day Celebration
- The City needed to have an event this year as the deposit could not be rolled over to 2022
- Capacity is currently set at 67%
- There will be a live band and DJ
- We are currently looking into expanding viewing space with physical distancing
- Duarte Park and Northview Park would possibly be added viewing locations
- DHS football field is being considered for stadium seating
- Looking to stream event on the City's website
- A ticketing system will be used utilizing the current registration system
- Event will initially be for Duarte residents only
- Non-resident participation will be evaluated after registration starts
- Pods will be limited to a total of 6 participants from a maximum of 3 families

ITEMS FROM STAFF:

1. Staff also updated commissioners with the following information:
 - Senior Center Supervisor Peggy Diamond will be retiring at the end of this month
 - Peggy will be recognized and presented a plaque

at the May 25th Council meeting

- Peggy has been an employee for over 37 years
- Enriquez has begun recruitment for the position
- There are some positions that Parks and Recreation will have recruitment for due to a few retirements
- The upcoming City Newsletter will be out by the end of the month
- Announced upcoming programming/special events including Day Camps, Splashtacular Water Carnival and Duarte Day at the Pool. Participants will need to register for events.

ITEMS FROM COMMISSIONERS:

Wilkins:

- Thanked Enriquez and his staff for all the work they've done during these trying times.

Nielsen:

- Stated she really appreciated the Mother's Day recognition and flowers.

Bylsma-Houghton:

- Stated she completed and submitted her Ethics Training.
- Reported that the Volleyball Courts at Encanto Park need attention.
- Inquired about the cleaning process when Gazebos are rented back to back.

Enriquez replied that they are typically not rented back to back, but with the current 4-hour maximum the system could potentially rent out two time slots in one day. He also mentioned that he would discuss it with staff.

- Announced she is excited at the possibility of working with Play Share.
- Stated that parking at Encanto Park is a nightmare due to all the cyclists utilizing it.

Luna-Nguyen:

- Thanked Enriquez for doing an amazing job. She and her children have been enjoying everything available.
- Stated that she, and a few others she's talked to, find the registration process for programs that have multiple sessions can be a little confusing.

Dugan:

- Announced that she is pleased with the way the Verizon cell tower turned out. Feels a lot of consideration was taken to make it blend in with the surroundings and loves the paintings.
- Stated that she enjoys horses, but that there has been a lot of horse poop at Royal Oaks Park Extension. Suggested maybe some signs could be posted asking horse owners to pick up their horse's waste.
- Stated that she also isn't happy with all the cyclists parking at Encanto Park and maybe a permit system could be considered.
- Also wanted to thank Enriquez and staff for the great job they've done during this time.

ADJOURNMENT: Bylsma-Houghton moved, and Wilkins seconded to adjourn the meeting at 8:17 p.m. The motion carried unanimously.

Chairperson
Dugan

ATTEST:



Pamela Romero, Secretary