



City of El Segundo
Recreation & Parks Commission
Regular
MEETING AGENDA
City Council Chambers
350 Main Street
El Segundo, CA 90245

The Recreation and Parks Commission can only take action upon items that have been properly posted and listed on the Agenda. Any writings or documents given to a majority of the Commission regarding any matter on this agenda that the City received after issuing the agenda packet are available for public inspection in the Recreation and Parks Department office during normal business hours. Additional copies will be available at the Commission meeting.

Members of the public may place items on the Agenda by submitting a Written Request to the Recreation and Parks Director at least ten (10) days before the meeting of the Recreation and Parks Commission (by 2:00 p.m. Monday, the week prior to the meeting). The request must include a brief general description of the business to be transacted or discussed at the meeting.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk at 310 524-2305. Notification 48 hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

REGULAR MEETING OF THE RECREATION AND PARKS COMMISSION
Wednesday, October 16, 2019 at 6:00 p.m.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE – Commissioner Stolnack

C. ROLL CALL

D. PRESENTATIONS

E. PUBLIC COMMUNICATIONS - *(Related to Commission business only and that is within the Subject matter under the jurisdiction of the Commission – 5 minutes per person; 30 minutes total. The Brown Act does not allow the Commission to take action on any item not on the agenda.)*

F. CONSENT CALENDAR

1. APPROVAL OF THE MINUTES of the Recreation and Parks Commission Regular Meeting of September 18, 2019. (Commission Action Required)

Recommendation: (1) Approval; (2) Alternatively, discuss and take other action related to this item.

G. UNFINISHED BUSINESS

None

H. NEW BUSINESS

1. Receive a presentation from non-profit organization Walk With Sally on their event proposal for hosting a charity event called *White Light White Night* at the Campus El Segundo Athletic Fields in Summer 2020. (Fiscal Impact: None)

Recommendation:

1. Receive presentation from event applicant, Walk With Sally.
 2. Discuss and provide feedback to the applicant and staff.
2. Accept donation of materials and labor from Eagle Scout candidate Jake Layne for improvements to be made at the Recreation and Park Fire Circle and approve the project plans. (Fiscal Impact: None)

Recommendation:

1. Accept donation of materials and labor from Eagle Scout candidate Jake Layne for improvements to be made at the Recreation Park Fire Circle, and,
2. Approve the project plans; and/or
3. Alternatively, discuss and take other action related to this item

I. REPORTS

1. REPORTS OF SUBCOMMITTEES

- a. Aquatics Subcommittee
- b. Gateway Committee
- c. Golf Course Subcommittee
- d. Transportation Subcommittee
- e. Youth Sports Council

2. DEPARTMENT STAFF REPORTS (No Commission Action Required)

- a. Arcia Hester, Recreation Superintendent
- b. Christopher Hentzen, Parks Maintenance Superintendent

3. DEPARTMENT DIRECTOR'S REPORT – Meredith Petit

J. COMMISSIONERS COMMENTS

Commissioner Watson
Commissioner Stolnack
Commissioner Lubs
Vice Chairperson Davis
Chairperson Motta

K. PUBLIC COMMUNICATIONS

L. ADJOURNMENT

Adjourn to the next Regular Meeting on Wednesday, November 20, 2019 at 6:00 p.m. at City Council Chambers, 350 Main Street, El Segundo, CA 90245.

Posted by: J. Day
Date: 10-10-19
Time: 3:00 pm



**CITY OF EL SEGUNDO
RECREATION AND PARKS COMMISSION
MEETING MINUTES**

**Wednesday, September 18, 2019 6:00 p.m.
City Hall Council Chambers,
350 Main Street, El Segundo, CA 90245**

A. CALL TO ORDER – The meeting of the Recreation and Parks Commission was called to order by Chairperson Motta at 6:00 p.m. in the City Hall Council Chambers.

B. PLEDGE OF ALLEGIANCE – Led by Commissioner Watson

C. ROLL CALL

Commissioner Kelly Watson	- Present
Commissioner Julie Stolnack	- Present
Commissioner Dave Lubs	- Present
Vice Chairperson Lee Davis	- Present
Chairperson Bob Motta	- Present

ALSO PRESENT

Meredith Petit, Recreation & Parks Director	Linnea Palmer, Recreation Coordinator
Arecia Hester, Recreation Superintendent	Devon Zamora, Recreation Coordinator
Christopher Hentzen, Parks Superintendent	Ben Martinez, Recreation Specialist
Ryan Delgado, Recreation Supervisor	
Shawn Green, Recreation Supervisor	
Jeanine Houchen, Recreation Supervisor	
Darren Uhl, Recreation Supervisor	

D. PRESENTATIONS

1. Recreation staff reviewed summer programs and activities.

E. PUBLIC COMMUNICATIONS

F. CONSENT CALENDAR

1. APPROVAL OF THE MINUTES of the Recreation and Parks Commission Regular Meeting of August 21, 2019.

MOTIONED by Commissioner Lubs and SECONDED by Vice Chairperson Davis to approve the minutes of the August 21, 2019 regular meeting. MOTION CARRIED 5-0.

G. UNFINISHED BUSINESS

None

H. NEW BUSINESS

1. Consideration and possible action regarding the request for placement of a donated tree and plaque at Memory Row honoring Mark Blazer donated by Mina Paik and friends. (Fiscal Impact: None)

The Commission requested that a future discussion item be placed on the agenda for review of department policies pertaining to Memory Row.

MOTIONED by Chairperson Motta and SECONDED by Commissioner Lubs to move this item to the next meeting when the requesting party can be present. MOTION CARRIED 5-0.

2. Consideration and possible action regarding the request for placement of a donated plaque at Stevenson Field Score Booth honoring Bob and Kathy Motta, donated by Ron Swanson. (Fiscal Impact: None)

Chairperson Motta recused himself from this item.

MOTIONED by Vice Chairperson Davis and SECONDED by Commissioner Lubs to accept the donated plaque and approve the placement of the plaque at Stevenson Field Score Booth, honoring Bob and Kathy Motta. MOTION CARRIED 4-0.

I. REPORTS –

1. REPORTS OF SUBCOMMITTEES

- a. Aquatics Committee – Vice Chairperson Davis reported they did not meet.
- b. Gateway Committee – Commissioner Stolnack reported the Committee reviewed the Call for Artists submissions and selected ten of them, which will be narrowed to five finalists. They are planning to give the finalists a \$2,000 stipend for their design concepts. The next meeting is September 24.
- c. Golf Course Subcommittee – Meredith Petit reported the next meeting is October 2.
- d. Transportation Committee – Commissioner Watson reported they will be meeting in the next few weeks.
- e. Youth Sports Council – Chairperson Motta reported they will meet in January 2020.

2. DEPARTMENT STAFF REPORTS

- a. Arcia Hester
 - Written report submitted.
- b. Christopher Hentzen
 - Written report submitted.
 - Holly Valley landscape improvements are complete.
 - There was a discrepancy over the depth of the footings for the Campus El Segundo shade canopies and they have to be dug deeper. He is waiting for the contractor to provide the work timeline.

Commissioner Stolnack said the trees along Washington were trimmed and look nice. The medians on Pacific Coast Highway have signs in them that need to be removed and they need to be cleaned up.

Commissioner Watson said there are big potholes at Richmond Field she believes were made by football sleds. She said sprinklers on Main Street sprayed the road at 3:00 pm. Christopher Hentzen explained sprinkler timers were affected by a power outage.

3. DEPARTMENT DIRECTOR REPORT – Meredith Petit

- Written report submitted.
- The Twisted Tales haunted house event starts at the Teen Center on October 17.
- There is an event on October 13 to beautify Library Park where the old fountain and trellis area. The event is from 9:00 am to 12:00 pm and we are taking volunteer sign-ups.
- City Council adopted the budget for the 2019-20 fiscal year. They decided to fund the Acacia Park project the Recreation & Parks Commission recommended, that eliminates the pool and restrooms.
- A Public Hearing for The Lakes and TopGolf project is tentatively scheduled for the October 1 City Council meeting, but is subject to change.

J. COMMISSIONERS COMMENTS

Commissioner Watson: Attended the El Segundo High School cross country event at The Lakes. It was a great success.

Commissioner Stolnack: She was at the cross country event and shared photos. Forty schools participated compared to 29 last year, with up to 1,700 runners. She thanked the City for their support.

Commissioner Lubs: Is wondering if the cross country day is reserved through the TopGolf contract.

Vice Chairperson Davis: Cannot think of a more deserving person or place to have the plaque.

Chairperson Motta: Thanked staff for everything they do. Mentioned to the Commission if they see something or receive input from the community, they should call Meredith or Christopher, and not wait until the Commission meeting. Thanked Ron Swanson for the plaque.

K. PUBLIC COMMUNICATIONS

None

L. ADJOURNMENT

The meeting was adjourned at 7:30 p.m. by Chairperson Motta. The next Regular Commission Meeting is scheduled for Wednesday, October 16, 2019 at 6:00 p.m. in the City Hall Council Chambers, 350 Main Street, El Segundo, CA, 90245.

AGENDA DESCRIPTION:

Receive a presentation from non-profit organization Walk With Sally on their event proposal for hosting a charity event called *White Light White Night* at the Campus El Segundo Athletic Fields in Summer 2020. (Fiscal Impact: None)

RECOMMENDED COMMISSION ACTION:

1. Receive presentation from event applicant, Walk With Sally.
2. Discuss and provide feedback to the applicant and staff.

ATTACHED SUPPORTING DOCUMENTS: None

BACKGROUND & DISCUSSION:

The Department of Recreation and Parks was contacted by local non-profit organization Walk With Sally inquiring about the use of the Campus El Segundo Athletic Fields for their annual charity event, *White Light White Night*. The event is proposed to be held in late July or early August 2020 and is comprised of three main features: dinner, auction/fundraising, and a concert. In recent years the event has attracted about 1,000-1,200 adult attendees, and raises several hundreds of thousands of dollars for the charity organization helping youth in the South Bay deal with the struggles of a family member experiencing cancer.

The event organizers seek to find an open outdoor area within the City of El Segundo to host the event and have identified Campus El Segundo as an ideal location due to its size and location. The event organizers understand the Department's primary concerns are protection of the synthetic turf fields and overall facility, as well as the impact to field users due to closure. The applicants have provided preliminary information about a product that is commonly used to cover turf areas (both synthetic and natural) at major sporting venues to host events with minimal impact to the field surface, and will be providing more detailed specifications for the City's review.

Additionally, with the proposed dates in late summer, staff would be able to plan around the event dates by not scheduling programs during the approximately four days that the facility would be used for the event, including set-up and break-down days. It is possible that one field could remain open for programs for some portion of the time depending on the final site plan and set up logistics.

The applicants desire to have a venue agreement in place by the end of November. This type of use, primarily as it relates to alcohol service and a potential request for facility fees different from the adopted fee schedule, will require City Council approval. Therefore, staff is seeking feedback from the Commission to ensure all aspects and concerns are discussed and mitigated prior to making a recommendation to City Council in November.

ORIGINATED:

DATE:

Meredith Petit, Recreation & Parks Director

October 9, 2019

REVIEWED BY:

DATE:

Meredith Petit, Recreation & Parks Director

October 9, 2019

AGENDA DESCRIPTION:

Accept donation of materials and labor from Eagle Scout candidate Jake Layne for improvements to be made at the Recreation Park Fire Circle and approve the project plans. (Fiscal Impact: None)

RECOMMENDED COMMISSION ACTION:

1. Accept donation of materials and labor from Eagle Scout candidate Jake Layne for improvements to be made at the Recreation Park Fire Circle; and,
2. Approve the project plans; and/or
3. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

1. Eagle Scout Proposal & Application

BACKGROUND & DISCUSSION:

Jake Layne, a resident Boy Scout from Troop 772 and Eagle Scout candidate, has submitted a written proposal to the Department of Recreation and Parks to improve and enhance the grounds at the Recreation Park Fire Circle area. Jake identified this project as an area in need and is proposing to utilize approximately 30 volunteers to help steam clean the picnic tables, build a new fire ring with cement blocks to enhance safety, construct and add a new decomposed granite pathway for improved access, install a new layer of wood chips, and replace the seating area with new logs. The estimated value of donated materials and labor is \$1,200. Eagle Scout projects must be complete or in progress at the time of the candidates 18th birthday. Jake Layne turns 18 on November 8, 2019. The Department and candidate have tentatively scheduled the work to be completed Monday through Wednesday, October 21-23.

This project will require a Public Works contract and sufficient insurance certificates, to which the candidate will comply. The project has been reviewed by the Park Maintenance Superintendent and Director of Recreation and Parks and is recommended for approval.

ORIGINATED:

DATE:

Meredith Petit, Recreation & Parks Director

October 9, 2019

REVIEWED BY:

DATE:

Meredith Petit, Recreation & Parks Director

October 9, 2019



**CITY OF EL SEGUNDO
RECREATION & PARKS DEPARTMENT**

INTER-DEPARTMENT CORRESPONDENCE

DATE: October 16, 2019
TO: Recreation and Parks Commission
FROM: Arcia Hester, Recreation Superintendent
SUBJECT: Recreation Division Report

Aquatics- September

Aquatics Center	Drop In's July	Drop In's August	Drop In's September	Average Attendance Over a 3 month Period
Aquatics Center Adult Non Resident	503	474	346	441.00
Aquatics Center Adult Resident	276	338	273	295.67
Aquatics Center Military Non Resident	34	32	19	28.33
Aquatics Center Military Resident	24	19	24	22.33
Aquatics Center Senior Non Resident	75	132	75	94.00
Aquatics Center Senior Resident	87	178	97	120.67
Aquatics Center Youth Non Resident	447	374	129	316.67
Aquatics Center Youth Resident	361	434	177	324.00
Aquatics Center Spectator Fee	7	0	11	6.00
Total	1814	1981	1151	1648.67
Total Check-In's using passes	1255	1920	1705	1626.67
Total Drop Ins	3,069	3,901	2,856	3275.33

Plunge	Drop In's July	Drop In's August	Drop In's September	Average Attendance Over a 3 month Period
Plunge Non Resident Lap Swim	129	196	54	126.33
Plunge Non Resident Parent & Me Open Swim	9	0	0	3.00
Plunge Non Resident Rec Swim	277	233	46	185.33
Plunge Non Resident Swimnastics	28	45	30	34.33
Plunge Resident Lap Swim	455	478	282	405.00
Plunge Resident Parent & Me Open Swim	2	0	2	1.33
Plunge Resident Rec Swim	852	920	183	651.67
Plunge Resident Swimnastics	105	94	45	81.33
Plunge Non Resident Drop In Water Polo	7	4	7	6.00

Plunge Resident Drop In Water Polo	2	3	4	3.00
Plunge Spectator Fee	1	0	0	0.33
Total	1867	1973	653	1497.67

Hilltop	Drop In's July	Drop In's August	Drop In's September	Average Attendance Over a 3 month Period
Hilltop Non-Resident Rec Swim	328	233	39	200.00
Hilltop Resident Rec Swim	1305	1083	297	895.00
Total	1633	1316	336	1095.00

Acacia	Drop In's July	Drop In's August	Drop In's September	Average Attendance Over a 3 month Period
Acacia Non-Resident Rec Swim	30	23	60	37.67
Acacia Resident Rec Swim	249	132	4	128.33
Total	279	155	64	166.00

Joslyn

Outreach volunteers helped deliver a total of **493** meals in the month of **September**. There are currently **30** seniors registered to receive meals.

Average deliveries per week: 123

Average deliveries per day: 16

Transportation

September 2019

Dial-A-Ride	Dr. Dial-A-Ride	Striders	Shopping Trips	Lunchtime Shuttle	Beach Shuttle
384	10	229	32	243	N/A

Clubhouse -September

R.O.A.D. Partnership

Devon Zamora and Darren Uhl attended the most recent meeting of Reach Out Against Drugs at the ESUSD District Board Room on September 26th. At this meeting they announced their budget for the coming year. Due to the fact that our SPARK program at the Middle School has becoming so successful over the past year, they have turned their attention to the Teen Center where they have allocated \$2,000 which will help to fund teen events throughout the year.

El Segundo Co-Op Nursery School Partnership

Our ongoing partnership of many, many years continues to have a positive impact on this community with class rosters almost completely filled with three and four-year-olds on Tuesdays, Wednesdays and Thursdays in Clubhouse Rooms A & B. The program was voted "2019 Best of El Segundo" - Nursery School. The new teacher is Ms. Chris Lubs and Katie Billups continues her role as Co-Op President.

Teen Center

You may have heard that the Teen Center is closed for the month of October to make room for our first ever haunted house—Twisted Tales! This doesn't mean that we have nothing to offer, in fact Devon Zamora and Terrence Wilson are offering fun alternative activities which include: "Pop Up in the Park" at the Picnic Shelter with games and snacks on Mondays and Wednesdays, Bonfire Social at the Picnic Area Fire Circle on Fridays, and Saturdays outdoor movie nights on the Teen Center basketball court. Also—Teen Center staff members will be supporting the haunted house by covering many shifts during construction as well as working the event itself selling tickets, as safety guides, and event playing creepy characters! Darren Uhl and Devon Zamora met with Teen Center and SPARKS staff on September 18. Program rules and safety practices were discussed along with the re-opening date of the Teen Center which will be Friday, November 8th.

Farmers Market

The annual Disaster Preparedness Fair took place as part of the market on September 12th in conjunction with the City's Emergency Management Division. More than 20 specialized vendors participated including a free photo booth, the American Red Cross, the Air Force, the Dept. of Public Health, LAX Airport, Cedar Sinai Marina Del Rey Hospital, LA County Mental Health, and our own Police and Fire Departments. Market Closure Announcements: *Due to upcoming holidays, the market will not run on October 31, November 28, or December 26.*

Resident Rec IDs

Sale of 2020 Rec IDs began on October 1. Members must register in person at any of our Recreation Park or Aquatics facilities and provide proof of residency. In an effort to be more green and cost conscious, renewing members will not be printed new cards, but instead be issued a "2020" sticker applied to the back of the plastic photo cards. Discount benefits are good through December 31, 2020.

Front Desk Staff Meeting

Due to popular demand, on September 12th we held our first ever Front Desk Meeting which included 16 staff from all of our various customer service locations. The concept of the gathering was for front line staff to get to know each other better, share information, improve department-wide communication, elevate service levels, and create a culture where staff can turn to each other for help and with questions. Future meetings will be held quarterly prior to the release of our new seasonal activity guides and will include customer service role playing scenarios, site visits, mentoring new staff, refund policies, and more!

Sports -July

7v7 Adult Coed Soccer League

Summer

- Currently entering week 8 of the regular season
- SSBRA has been receiving a lot of praise from our A League managers for their work
- Season began on Friday, August 16th (number of participants updated)
 - A League (6 teams, 84 participants)
 - 6:30pm, 7:30pm and 8:30pm game times
 - All games will take place on the south end of the West Field at CES
 - Regular season will end on Friday, October 25th
 - Playoffs will begin on Friday, November 8th
 - Season will conclude on Friday, November 22nd
 - B League (8 teams, 104 participants)
 - 7:00pm and 8:00pm game times (2 games being played each hour)
 - All games will be taking place on the East Field at CES

- Regular season concludes on Friday, October 25th (originally reported as October 18th)
- Playoffs will begin on Friday, November 8th
- Season will conclude on Friday, November 22nd

Adult Basketball League

Summer

- Currently entering week 9 of the regular season
 - Also done well with A to Z Officiating and assisting their crew each week
- Ended up with a total of 5 teams
 - Total number of 56 participants this season
- Playoffs will begin on Thursday, October 17th
- League championship will be played on October 24th

Adult Coed Kickball League

- Entering week 3 of the 10 game regular season
 - Games are played on Monday and Tuesday evenings at 6:30pm, 7:30pm and 8:30pm
- Parks Staff has done an excellent job preparing the field (there's a ton of extra lines to do!)
- Total of 12 teams participating (+4 from last season)
 - 6 teams are designated to each night
- Teams will have until the week of Monday, October 21st to finalize their rosters

Pickleball Tournament

- The tournament is still scheduled to take place on Saturday, October 26th
- We've got just under two weeks remaining before our registration deadline (Friday, October 11th)
- This is a "mixed" or coed format for each of the competition levels
- The format with the current participants is as follows:
 - 3.0 - 8:00am: Up to 24 total participants (play begins at 8:30am)
 - Currently have 18 registrants
 - 3.5 - 11:00am: Up to 24 total participants (play begins at 11:30am)
 - Currently have 12 registrants
 - The 3.0 and 3.5 levels are primarily the ones who use our courts
- Our Pickleball Professional, Jeaney Garcia and Connie Thrasher, who is a participant/ambassador for the El Segundo pickleball scene, have each been a big help
- Working with Gerardo on finalizing a design which will be printed on a shirt
- We are still optimistic that we can exceed our number of registrants from the spring (32)

El Segundo Youth Basketball

- A communication was sent out to the participants from last year as a registration reminder
 - We've gained over 30 registrants since that email was sent on 9/18/19
 - Registration information was also posted on Instagram and Facebook
- Just a quick reminder on the upcoming dates:
 - Season begins on Saturday, December 7th
 - Registration Deadline: Friday, November 8th
 - Clinics/Tryouts (held at ESHS)
 - Tuesday, November 12th
 - 1st & 2nd Grade: 6:00pm
 - 3rd & 4th Grade: 7:00pm
 - Thursday, November 14th
 - 5th & 6th Grade: 6:00pm
 - 7th & 8th Grade: 7:00pm

- The South Bay Lakers game dates have been confirmed. They are:
 - December 4th @ 7:00pm
 - December 10th @ 7:00pm
 - January 8th @ 7:00pm
 - February 12th @ 7:00pm
 - Our clinic date at their facility will be finalized shortly (hoping for January)

Social Media Stats-

September 2019:

- Facebook – 2422 Followers (25 new followers)
- Instagram – 1317 Followers (7 new followers)



CITY OF EL SEGUNDO
RECREATION & PARKS DEPARTMENT
"El Segundo's Backyard"

INTER-DEPARTMENT CORRESPONDENCE

DATE **October 16, 2019**

TO **Recreation and Parks Commission**

FROM **Christopher Hentzen, Park Maintenance Superintendent**

SUBJECT **Parks Division Report**

Projects and Improvements

- Holly Valley Park landscape improvements have been completed.
- Library Park 'Make a Difference Day' (October 13th) project includes trees, shrubs and vines installation along with mulching and painting of the trellis structure.
- Concrete footings poured at Campus El Segundo for the shade structures. Assembly of structure is underway.
- Landscaping and irrigation installed along Tennis Courts planters.

Tree Report

- City tree staff performed trimming and removals as requested.



Library Park



Holly Valley Park



INTER-DEPARTMENT CORRESPONDENCE

DATE : October 16, 2019
TO : Recreation and Parks Commission
FROM : Meredith Petit, Director of Recreation & Parks
SUBJECT : Department Status Report

On October 15, 2019, the City Council agenda will include a Public Hearing on **The Lakes/Centercal/Topgolf** project proposal. The agenda item will include discussion related to the approved and recommended modifications to the zoning and land use on the site, a Ground Lease Agreement with Centercal for the purposes of developing a Topgolf driving range venue, and a Management Agreement with Topgolf for the operations of the nine-hole golf course. Within the Ground Lease Agreement, the City provides terms in which El Segundo residents and traditional golfers receive early access and normatively-priced driving range services at Topgolf. Within the Management Agreement, the City provides an updated Golf Course Manual as a standard of care for the maintenance of the nine-hole course as well as stipulations calling for a number of instructional programs for youth and access to the course and driving range for school-related golf activities.

Public Works has completed the Plans & Specification Documents for the **Washington Park Playground Project**, which are anticipated to be approved by City Council on October 15th. Upon approval the City will solicit bids for the project, review bids and award the contract by the end of the calendar year. Construction is anticipated to take place March through May 2020.

The Recreation & Parks Department has made some revisions to the reporting and **organizational structure** to better streamline facility maintenance and scheduling operations between the Parks and Recreation Divisions, as well as among the Public Works Department Facilities Division. Effective with the beginning of this fiscal year (October 1st), the Administration Division will encompass the Recreation Supervisor position located in the Checkout Building (Shawn Green). Shawn's new responsibilities will include direct oversight of the Maintenance Craftsworker position and coordination of routine facility maintenance activities for recreation buildings and assigned special projects, and report directly to the Department Director. Other focused activities of the Administration Division will include efforts to enhance volunteer opportunities, update department policies and procedures, and streamline facility rentals and reservations. The supervisory oversight of the Teen Center will be moved to the Recreation Supervisor located at the Clubhouse (Darren Uhl).