



**SOUTH GATE PARKS AND RECREATION
COMMISSION
SPECIAL MEETING AGENDA
February 11, 2021 at 6:30 pm**

TELECONFERENCE

DIAL IN NUMBER: (669) 900-6833

MEETING ID: 828 0820 6706

<https://us02web.zoom.us/j/82808206706>

Officials

Chair: Joshua Barron

Commissioner: Robert Montalvo

Vice Chair: VACANT

Commissioner: Adolfo Varas

Secretary: Jennifer Cypert

Parks and Recreation Interim Director: Steve Costley

Commissioner: Alan Flores,
II

Call to Order

Flag Salute

Roll Call

Report on Posting

I, Ana Medina, Parks & Recreation Sr. Secretary, certify that a true and correct copy of the foregoing Meeting Agenda was properly posted on February 4, 2021 at 5:30 p.m., as required by law.

Meeting Compensation Disclosure

Pursuant to Government Code Section 54952.3: Disclosure of

compensation for meeting attendance by the Parks & Recreation Commissioners is \$75.00 per meeting.

Approval of Meeting Minutes

Recommend motion: Motion to approve minutes as presented

Documents:

[MINUTES OF 12-10-20 - SPECIAL MEETING.PDF](#)

Open Session Items

1. Update of Recreation Programs and Azalea Festival 2021

Recommended Motion: Motion to receive and file

Documents:

[02-11-21 ITEM 1.PDF](#)

2. Review of Grounds and Facility Maintenance During Covid-19

Recommended Motion: Motion to receive and file

Documents:

[02-11-21 ITEM 2.PDF](#)

Director's Report/Comments

Adjournment

Materials related to an item on this Agenda submitted to the Parks and Recreation Commission after distribution of the agenda packet are available for public inspection in the City Clerk's Office:

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(323) 563-9510 ~ fax (323) 563-5411 ~ www.cityofsouthgate.org

In compliance with the American with Disabilities Act, if you need special assistance to participate in the Parks and Recreation Commission Meetings, please contact the Parks Administration Office at (323) 357-9645.

Notification 48 hours prior to the Meeting will enable the City to make reasonable arrangements to assure accessibility.

*South Gate Parks & Recreation Commission
Special Meeting Minutes
December 10, 2020*

CALL TO ORDER - Chair Barron called the meeting to order at 5:09 p.m.

FLAG SALUTE - by Steve Costley, Interim Director of Parks & Recreation

ROLL CALL - by Ana Medina, Sr. Secretary;

Present: Chair Joshua Barron, Secretary Jennifer Cypert and Commissioners Alan Flores, II and Adolfo Varas. Commissioner Robert Montalvo had an unexcused absence.

Staff: Interim Director Steve Costley, Parks Superintendent Glenn Massey and Acting Recreation Superintendent Ian Kokot

REPORT ON POSTING - by Ana Medina, Sr. Secretary

At this time Interim Director Costley introduced the new Interim City Manager Chris Jeffers. Mr. Jeffers introduced himself to the Commission and staff.

Commissioner Flores' connection had dropped; he returned during this portion of the meeting.

OPEN SESSION ITEMS

1. PARKS & RECREATION DEPARTMENT BUDGET PROCESS - COVID-19

Recommended Motion: Receive and file.

M/S/C: Secretary Cypert/Commissioner Varas; it was a unanimous roll call vote Interim Director Costley reviewed the item; a discussion ensued.

Recognized: Candice Esquivel welcomed the new commissioners

Recognized: Cyndi Esquivel welcomed the new commissioners

2. REVIEW OF RECREATION PROGRAMS DURING COVID-19

Recommended Motion: Receive and file.

M/S/C: Commissioner Varas/ Secretary Cypert; it was a unanimous roll call vote Acting Recreation Superintendent Kokot reviewed the item; Secretary Cypert asked if patrons would receive a credit for classes they had signed up for before the pandemic; it was replied that all patrons have received a refund; a discussion ensued.

3. REVIEW OF GROUNDS & FACILITY MAINTENANCE DURING COVID-19

Recommended Motion: Receive and file.

M/S/C: Commissioner Varas/ Secretary Cypert; it was a unanimous roll call vote Parks Supt. Massey reviewed this item; a discussion ensued.

Recognized: Cyndi Esquivel, asked why the water in the Veteran's Fountain was brown; Parks Supt. Massey explained that a fire hydrant was sheared Public Works staff was flushing the pipes causing sediment to get dredged up

4. PARKS & RECREATION COMMISSION MEETING DATES

Recommended Motion: Receive and file.

M/S/C: Commissioner Varas/ Secretary Cypert; it was a unanimous roll call vote Interim Director Costley explained this item; a discussion ensued.

ADJOURNMENT - At 6:15 p.m.

Respectfully submitted:

Jennifer Cypert, Secretary
Parks & Recreation Commission



*City of South Gate
Parks & Recreation Commission Meeting
February 11, 2021*

STAFF REPORT

AGENDA ITEM NO. 1

To: Honorable Parks & Recreation Commission
From: Ian Kokot, Acting Recreation Superintendent
Date: January 11, 2021

Subject: Update of Recreation Programs and Azalea Festival 2021

Recommended Motion: Motion to Receive and File

Report Summary: An update has been provided on recreation programs offered since our last meeting in December. COVID guidelines that were in place during our last meeting continue to be followed. Staff regularly review updated guidelines as they are published and consider all options for future programming while stressing the importance of social distancing and personal safety.

- The department partnered with the Farmers Market to offer a food drive on December 21, 2020. The City was able to provide 250 residents a food box that included proteins and vegetables vital for usage during the holidays.
- In late December virtual cultural arts classes were offered by way of a grant that provided opportunities during COVID. 27 classes were offered with a total of 600 participants.
- As of last week the skate park reopened from noon-5:00pm, Monday-Thursday.
- Fitness group exercise classes will return next week.
- The Outdoor Fitness Center remains open following the guidelines set at the state and local level.

Additionally, based on current COVID guidelines the department feels it is best to cancel the 2021 Azalea Festival as it is traditionally held. Department staff are considering alternative programming options to acknowledge the typical community events held as part of the festival. Any programming would have to follow current guidelines at the time. Staff expects for any large programming to be drive-in/thru in nature.



*City of South Gate
Parks & Recreation Commission Meeting
February 11, 2021*

STAFF REPORT

AGENDA ITEM NO. 2

To: Honorable Parks & Recreation Commission
From: Glenn Massey, Parks Superintendent
Date: January 14, 2021

Subject: Review of Grounds and Facility Maintenance During Covid-19

Recommended Motion: Motion to Receive and File

Report Summary:

Grounds Maintenance

- Grounds staff continues servicing and beautifying over 180 acres of Parks. We continue pressure washing and disinfecting playgrounds, the dog and skate parks, and all other open areas complying with current Los Angeles County guidelines. During this quarter we received one of three trucks that were ordered this fiscal year, under the recommendation of the Public Works Equipment Maintenance Superintendent, in order to replace aging vehicles having mechanical and electrical issues.
- Tom Taylor, one of our Senior Grounds Workers, has retired after working for the City for 35 years. Tom was assigned to the parks in the Hollydale area. Another Senior Grounds Worker, Daniel Holmes, assigned to the Golf Course at South Gate Park will be retiring within the next 60 days, after working for the City for 36 years. We will be placing Grounds Maintenance Workers in acting Senior Grounds Maintenance Worker positions until such time as we are able to hire new staff.

Park Facility Maintenance

- During the pandemic we continue addressing the ongoing challenges with restroom cleanliness with a weekly restroom disinfecting program. This entails the use of the C3 Machine to apply the disinfectants and cleaners. Once the product is sprayed, staff scrubs floors, walls, and fixtures to insure thoroughness.
- Also during this period, we have purchased a second Electrostatic Disinfecting Equipment for more coverage in our cleaning and disinfecting efforts, for both indoor

and outdoor restroom facilities. This will allow us to use them simultaneously, giving us more coverage.

- We are currently working with Public Works maintenance staff to schedule the application of an epoxy product to enhance aesthetics and cleanliness to some of our highly used outdoor restrooms.
- Automatic doors in both the Auditorium and Senior Buildings have been installed in order to be ADA compliant.
- The Community Service Worker program is temporarily suspended to suppress the spread of COVID-19.

Staff has been working very hard during this unprecedented event and its ever evolving challenges to keep our parks clean and safe. As we move forward this year and facility programming reopens, staff will create a plan to service indoor and outdoor facilities accordingly.