



South Gate Parks & Recreation Commission  
Regular Meeting Agenda  
August 12, 2021  
7:00 p.m.

**Officials**

Chair: Adolfo Varas	Commissioner: Jennifer Cypert
Vice Chair: Alan Flores	Commissioner: Robert Montalvo
Secretary: Joshua Barron	Parks and Recreation Interim Director: Steve Costley

**Call to Order**

**Flag Salute**

**Roll Call**

**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 MAY 13, 2021.PDF](#)

**Public Comment**

During this time, members of the public or staff may address the Parks & Recreation Commission regarding any items within the subject matter jurisdiction of the Commission. Comments from the audience will be limited to five minutes per speaker; unless authorized by the Commission

Chair, the time limit may not be extended by utilizing another member's time. There will be no debate or action on items not listed on the agenda unless authorized by law. **NOTE:** Obscene language, comments intended to disrupt or interfere with the progress of the meeting, or slanderous comments will not be tolerated and may result in ejection and/or may constitute a violation of South Gate Municipal Code Section 1.04.110.

## **Open Session Items**

### **1. Parks & Recreation Department Projects Updates**

Recommended Motion: To receive and file

Documents:

[08-12-21 ITEM 1 STAFF REPORT.PDF](#)

### **2 Recreation Division 4th Quarter Review**

Recommended Motion: To receive and file

Documents:

[08-12-21 ITEM 2 STAFF REPORT .PDF](#)

### **3. Grounds & Facility Maintenance Divisions 4th Quarter Report**

Recommended Motion: To receive and file

Documents:

[08-12-21 ITEM 3 STAFF REPORT.PDF](#)

## **Director's Report/Comments**

## **Parks & Recreation Commissioner's Comments/Reports**

## **Request for Items on Future Agendas**

## **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](http://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*  
*Meeting Minutes*  
*May 13, 2021*

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**CALL TO ORDER** - Chair Barron called the meeting to order at 7:06 p.m.

**FLAG SALUTE** - by Commissioner Montalvo

**ROLL CALL** - by Ana Medina, Sr. Secretary

Present: Chair Joshua Barron, Secretary Jennifer Cypert and Commissioners Alan Flores, Roberto Montalvo, and Adolfo Varas

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

**APPROVAL OF MINUTES** - Minutes of Special Meeting of February 11, 2021

**Recommended Motion:** Receive and file.

**M/S/C:** Commissioner Varas/Commissioner Montalvo; it was a unanimous roll call vote

**PUBLIC COMMENTS**

Daisy Prieto, from Family Health Care Center of Greater LA thanked Interim Director Costley, Chair Varas and Recreation Specialist Gonzalez, for their assistance on her being able to hold a Covid vaccine event at SG Park. Chair Barron asked for the flyer to be emailed to the Commissioners.

**OPEN SESSION ITEMS**

1. REORGANIZATION

**Recommended Motion:** The Commission must nominate and approve a Chair, Vice Chair, and Secretary for the coming year.

Interim Director Costley explained this item.

**M/S/C:** Secretary Cypert/Commissioner Flores nominated Adolfo Varas as Chair; a roll call vote four in favor and a no from Commissioner Montalvo

**M/S/C:** Secretary Cypert/Chair Varas nominated Alan Flores for Vice Chair; a roll call vote was unanimous

**M/S/C:** Vice Chair Flores/Secretary Cypert nominated Commissioner Barron as Secretary; a roll call vote was unanimous

2. RECREATION PROGRAM 3<sup>rd</sup> QUARTER REPORT

**Recommended Motion:** Receive and file.

**M/S/C:** Commissioner Montalvo/ Secretary Barron; it was a unanimous roll call vote

Acting Recreation Supt. Kokot introduced this item.

Commissioner Cypert asked if staff will continue the online classes; Acting Recreation Supt. Kokot said staff is looking into it. Vice Chair Flores asked how Partner Organizations are reporting Covid protocols, tracking Covid cases; Acting Recreation Supt. Kokot stated that he's having Zoom meetings with them, and they have submitted their protocol procedures and they are self-policing. Chair Varas stated he would donate 25 thermometers to the Parks Partner Organizations. A discussion ensued.

**Recognized:** Luz Ruiz, stated she's happy to see things opening back up at the park.

**Recognized:** Cynthia Esquivel, thank you to staff for their help in their reopening, coaches are taking online Covid protocol test, but they are constantly changing.

3. GROUNDS & FACILITY MAINTENANCE 3<sup>RD</sup> QUARTER REPORT

**Recommended Motion:** Receive and file.

**M/S/C:** Commissioner Montalvo/Secretary Barron; it was a unanimous roll call vote

Parks Supt. Massey reviewed this item.

**Recognized:** Luz Ruiz, thank you for the upgrades to the basketball nets and she's hoping for bigger trees

**Recognized:** Cynthia Esquivel, thank you to Paul Adams for building a dog park in Hollydale Regional Park; would like to see a dog park in or near SG Park

Commissioner Montalvo stated that if it's cost effective a dog park in SG Park is a good idea

Secretary Barron asked what's the process to identify trees for removal; Parks Supt. Massey explained the procedures. Commissioner Cypert complimented the plants around the Sports Center and the Pool

#### 4. GOALS & PERFORMANCE MEASURES FOR FY 2021/22

**Recommended Motion:** Receive and file.

**M/S/C:** Commissioner Montalvo/Commissioner Cypert; it was a unanimous roll call vote

This item review by Interim Director Costley. A discussion ensued.

Secretary Barron stated he's looking forward to drive in concerts; asked how memberships were handled due to the pandemic, Interim Director Costley replied that everyone was given a refund and automatic billing was suspended, recent classes were free, there are plans for outside classes, the weights are spread inside the gym. Acting Recreation Supt. Kokot stated staff are waiting for June 15 to see what the clearances from the CDC are. Secretary Barron is glad the Golf Course reopened, asked when's the last tee time.

#### 5. APPROVAL OF PROPOSED MEETING SCHEDULE FOR FY 2021/22

**Recommended Motion:** Receive and file.

**M/S/C:** Secretary Barron/Commissioner Montalvo; it was a unanimous roll call vote

Interim Director Costley explained this item, a discussion ensued.

#### 6. PROPOSAL OF MEMORIAL WORDING ON BASEBALL MURAL FOR JOSE "JOJO" GOMEZ

**Recommended Motion:** To receive and provide direction

**M/S/C:** Commissioner Cypert/Vice Chair Flores; it was a unanimous roll call vote

**Recognized:** Cynthia Esquivel, spoke of the dedication and years of service of Mr. Gomez to the JAA organization and especially to the children.

**Recognized:** Martha Gomez, wife of Mr. Gomez expressed her thanks that this is being done for her husband; he was very dedicated to the JAA and youth of South Gate.

**Recognized:** Candice Esquivel, told how Mr. Gomez was also behind the scenes, helping players Chair Varas expressed his condolences. Commissioner Montalvo asked if the City will pick up the cost. Commissioners Cypert, Flores, and Barron stated they would be willing to donate if necessary.

#### **DIRECTOR'S REPORT / CALENDAR OF EVENTS**

Interim Director Costley: The new brochure for Summer will be out soon; will be going on vacation June 3-21, Parks Supt. Massey, and Acting Recreation Supt. Kokot will be in charge.

Parks Supt. Massey: Nothing to report

Acting Recreation Supt. Kokot: On Saturday the Swim Stadium will be doing a water safety class, residents can register online. Due to Covid restrictions the Memorial Day Ceremony will be a live-streamed event. Kaderick Burns, Recreation Coordinator at the GCH, is moving to a supervisory position in Texas; he's been with us for 14 years. Andres Gonzalez, Recreation Specialist from the Sports Center is also leaving he employed for eight months.

#### **PARKS & RECREATION COMMISSION SUB-COMMITTEE REPORTS**

Secretary Barron: Thank you to Director Costley for the food drive; good to see people coming back to the park; has noticed a strong smell of marijuana at the Skate Park; the JAA reached out to all 400 kids that had signed up for the baseball season of 2020, only two asked for a refund; Boy Scout huts have blue tarps on the roof, Interim Director Costley explained that Public Works will be moving forward to fix the problems; have received CDBG monies for improvements. There's graffiti at the backstops.

#### **REQUEST FOR ITEMS ON FUTURE AGENDAS**

Commissioner Montalvo asked for a report on a future date regarding a dog park at SG Park

**ADJOURNMENT - At 7:40 p.m.**

Respectfully submitted:

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Joshua Barron, Secretary  
Parks & Recreation Commission



*City of South Gate  
Parks & Recreation Commission Meeting  
August 12, 2021*

# **STAFF REPORT**

## **AGENDA ITEM NO. 1**

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**To:** Honorable Parks & Recreation Commission  
**From:** Steve Costley, Director of Parks & Recreation  
**Date:** July 20, 2021

**Subject:** Parks & Recreation Department Projects Update

**Recommended Motion:** Receive and File

**Report Summary:** Each year the Parks & Recreation Department has several projects that take place in order to keep facilities in good working condition for the public at large. Many of the larger projects are based off the Department's two different Master Plans that are reviewed by the Commission on a regular basis. These are projects that often include renovations of whole parks or addition of park space in the community.

In addition, there are several smaller projects that are based on maintenance and repair of ageing facilities. These projects are a mix of planned repairs and unexpected needs that pop up from time to time. The projects listed below are an effort to provide information to the Commission so that they are kept aware of what is taking place at the different park facilities.

### **Large Projects:**

*Hollydale Community Park* – A Prop. 68 grant application was submitted by the Department in March of this year. We requested a little over \$4 million dollars for the overall renovation of Hollydale Community Park. In July we received a site visit from the State to review our project and provide them additional information.

*Urban Orchard Park* – Groundbreaking took place for this new park site on July 10 with major funding from Rivers and Mountain Conservancy and several other granting agencies. Construction will be taking place during the next year with an expected opening in the Fall of 2022.

*Circle Park* – Renovation plans are 90% complete and the Department is looking for funding from both the State and County. We recently received a Technical Assistance and Planning (TAP) grant from the County that will be supplying us with an outside Grant Writer to assist us in these efforts.

### **Maintenance Projects:**

*Park Lighting Project* – This project will make upgrades to interior and exterior lights at the

Auditorium along with changing out the outdoor security lighting to a more cost-effective LED package. In addition, we will be replacing the outdoor tennis court & basketball court lights and getting a Musco light controller for Diamond #9.

*Swim Stadium Window Repairs* – The sliding windows at the Swim Stadium will be taken down and repaired including new thresholds, rollers, and locking devices. Also, all the windows will be re-caulked.

*Park Maintenance Yard Roof* – Replacement of the roof for both the carport and building areas will take place during the Fall and will take approximately two weeks to complete.

*Auditorium Roof Project* – The Department received over \$400,000 in CDBG funding to replace the Auditorium roof. As one of the City's busiest facilities it is important to keep the structure intact and without leaks. This project will help protect the interior of the facility for years to come.

*Boy Scout Huts* – Funding from CDBG was also received to renovate the various Scout Huts located at South Gate Park. The major portion of the funding will be used to replace the roofs on each building and any leftover funding will be used to begin design process for other renovations.

While there are other smaller projects that are on-going, these are the ones that are currently taking the most staff resources. Should you have any questions, please feel free to reach out to staff.



*City of South Gate  
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# **STAFF REPORT**

## **AGENDA ITEM NO. 2**

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**To:** Honorable Parks & Recreation Commission  
**From:** Ian Kokot, Acting Recreation Superintendent  
**Date:** July 14, 2021  
**Subject:** Recreation 4<sup>th</sup> Quarter Review

**Recommended Motion:** Motion to Receive and File

**Report Summary:** The following report will cover recreation programming that took place between April-June. During the 4<sup>th</sup> quarter of the year the department increased programming opportunities based on the reduction of COVID-19 guidelines. Although, we are not near our normal operation, the results over the past three months are very encouraging.

### **Partner Organizations (Sports)**

The Aztec Football program hosted clinics during April, May, and June in preparation for their upcoming football season in the Fall. The JAA was able to complete a baseball/softball season with games in May and June. AYSO is ready to move forward but still is having some difficulty finding the needed coaches to participate in game play. The Aquatics Club returned to the pool for training in mid-May.

### **Contract Classes**

All contract classes such as: Hip Hop, Cheerleading, and Tumbling all reached maximum capacity. A dance camp was offered in June which reached full capacity.

### **Sports & Aquatics**

Free tennis classes that began in April hit max registration with 30 registrants.

#### **Aquatics**

Phase 1 of Youth & Adult Private/Semi-Private/Group Swim Lessons and Aquatic Therapy Classes are underway. Approximately 300 swimmers currently registered. On May 15, the swim stadium hosted a Water Safety Day in conjunction with International Water Safety Day. The annual World's Largest Swim Lesson was offered in June with 50 participants.

### **Fitness Center**

The 4<sup>th</sup> quarter was a transition period for the Fitness Center. The Outdoor Fitness Zone saw decreased usage when the Sports Center opened for limited fitness activities in April. The indoor free Fitness Center saw consistent attendance during this three-month period. Drop-In Youth Fitness on Mondays & Fridays had a total of 200 participants through June. Drop-In Family Fitness on Saturday's had a total of 60 participants. Outdoor Yoga, Virtual Yoga, Quarantine Abs, Boot Camp, Step Aerobics are ongoing with consistent attendance.



### **Youth & Adult Sports**

Youth Cheer: Tuesdays & Thursdays from 6pm - 8pm at Baseball Diamond 9-10.

Youth Football: Tuesdays & Thursdays from 6pm - 8pm at Diamonds 9 & 10.

SGJAA Baseball/Softball: Mondays - Thursdays from 6pm - 8pm at the Small & Large Quads

SGHS Boys Baseball: Mondays - Fridays from 2 - 6pm Diamond 1 (ended in May).

AYSO: no use yet.

SG Aquatics Club: Monday – Thursdays from 5pm – 7pm at the pool

Drills & Skills Class: Registration opened Monday, April 12 and reached full capacity with additional 5-week classes offered in June which reached full capacity also.

### **Special Events**

Easter Egg-Stravaganza on April 3 had 170 registered cars.

### **Social Media**

The department now has 1,600 followers on the Parks Instagram page (@sgparksandrec\_). Staff has incorporated use of various methods of social media to promote programs.

Staff was able to distribute our quarterly brochure in May. This was the first brochure available since the onset of the pandemic. Summer 2021 recreation classes have begun with interest being very high.



*City of South Gate  
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# **STAFF REPORT**

## **AGENDA ITEM NO. 3**

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**To:** Honorable Parks & Recreation Commission  
**From:** Glenn Massey, Parks Superintendent  
**Date:** July 22, 2021  
**Subject:** Grounds and Facility Maintenance 4<sup>th</sup> Quarter Report

**Recommended Motion:** Motion to Receive and File

**Report Summary:** For the Commission's consideration and review; the following are details of both Grounds and Facility Maintenance updates for this past quarter.

### **Grounds Maintenance**

- This fourth quarter we've maintained 10 baseball fields – prepared, dragged, packed, and watered 5 days per week.
- Staff has pressure washed picnic tables, benches, playground areas, handball courts, small quad, bandstand, outside restrooms, golf course, senior center, City hall and other areas as needed; and in preparation for rentals.
- Grounds staff have trapped over 50 gophers at South Gate Park and have replaced over 160 sprinklers throughout Hollydale and South Gate Parks this quarter. We completed the landscape improvement project adjacent to the horse corrals at Hollydale Regional Park and renovated the putting greens at the Golf Course.
- Continuing to comply with CDC recommendations, we are pressure washing and disinfecting playgrounds, the Dog and Skate parks, and all other open areas. Also, Grounds staff continues servicing and beautifying over 180 acres of Park land.

### **Park Facility Maintenance**

- With the balance of reopening our Parks for events, picnics, and sports activities we continue addressing the ongoing challenges with restroom cleanliness with a weekly restroom disinfecting program to mitigate the spread of COVID-19. Besides using the C3 Machine to apply the disinfectants and cleaners, we have

implemented the use of the newly purchased 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 also disinfecting all tables, chairs, door handles, and a/v equipment once they have been set up for an event's use.

- The Community Service Worker program which was suspended since the start of the pandemic to suppress the spread of COVID-19 has resumed; however, with a limited intake of only ten people maximum per day for everyone's safety.
- The epoxy product Public Works applied for both aesthetics and cleanliness to some of our highly used restrooms during last quarter has been very helpful in our being able to keep the rest rooms clean.
- We continue to host several COVID-19 vaccine clinics, testing sites, and food giveaways for the community.

Staff continues to work hard to keep our parks clean and safe, and making sure to keep up with the continuously evolving CDC changes. As we move forward this year and facility programming reopens, staff will create a plan to service indoor and outdoor facilities accordingly.