

*South Gate Parks & Recreation Commission*  
*Regular Meeting Agenda*  
*May 12, 2022*  
*7:00 p.m.*

**Chair:** Vacant  
**Vice Chair:** Alan Flores  
**Secretary:** Joshua Barron

**Commissioner:** Jennifer Cypert  
**Commissioner:** Robert Montalvo  
**Commissioner:** Lizette Ruiz  
**Parks & Recreation Director:** Steve Costley

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**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 per meeting.

**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 May 5, 2022 at 5:30 p.m., as required by law.

Ana Medina, Parks & Recreation Sr. Secretary

**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. ELECTION OF OFFICERS/REORGANIZATION**

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

**2. RECREATION 3<sup>RD</sup> QUARTER REVIEW & UPCOMING EVENTS**

**Recommended Motion:** Motion to receive and file

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

**Recommended Motion:** Motion to receive and file

**4. ANNUAL COMMISSION MEETING SCHEDULE**

**Recommended Motion:** Motion to approve the proposed Meeting Schedule with any suggested changes for the coming fiscal year.

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

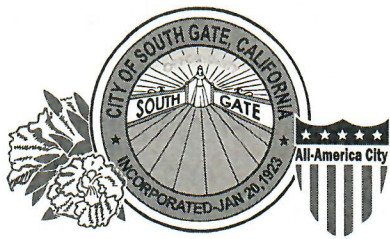
**PARKS & RECREATION COMMISSION SUB-COMMITTEE REPORTS**

**REQUEST FOR ITEMS ON FUTURE AGENDAS**

**ADJOURNMENT**

Materials related to an item on the Agenda submitted to the Parks & Recreation Commission after distribution of the agenda packet, are available for public inspection in the City Clerk's Office, 8650 California Avenue, South Gate, California 90280. Telephone: 323.563.9510, Fax: 323.563.5411, City website, [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 & Recreation Commission Meetings, please contact the Parks Administration office, 323.357.9645. Notification 48 hours prior to the Meeting will enable the City to make reasonable arrangements to assure accessibility.



*City of South Gate*  
*Parks & Recreation Commission Meeting*  
*May 12, 2022*

# **STAFF REPORT**

## **AGENDA ITEM NO. 1**

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**To:** Honorable Parks & Recreation Commission  
**From:** Steve Costley, Interim Parks & Recreation Director  
**Date:** April 25, 2022

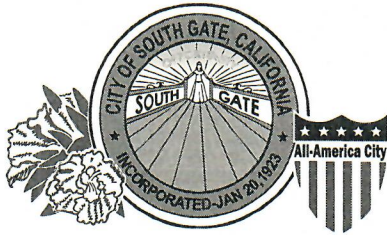
**Subject:** Reorganization

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

**Report Summary:** As has been the practice of the Commission, each May, at the regular Commission meeting, nominations and elections are held to appoint a new Chair, Vice-Chair and Secretary for the Commission for the coming year. Normally, these positions become effective immediately, with the new officers completing the meeting in their new roles.

The Chair should solicit nominations from the members present, beginning with nominations for Chair. Once all commissioners have had the opportunity to make a nomination, discussion should be allowed and a vote, confirming the appointment made. This same process should be followed for both Vice-Chair and Secretary in turn.





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

## **AGENDA ITEM NO. 2**

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**To:** Honorable Parks & Recreation Commission  
**From:** James Markel, Acting Recreation Supervisor  
**Date:** April 27, 2022  
**Subject:** Recreation Program Report - 3rd Quarter Review

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

**Report Summary:** This report covers recreation programs held during the third quarter of fiscal year 2021-2022. Since COVID-19 guidance have changed and staff has been successful in their attempts to begin providing quality programming once again.

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

South Gate Aztecs have begun Football & Cheer tryouts/practices for their 2023 season at Hollydale Regional Park. JAA has opened registration for their 2022 Spring Season for baseball & softball; their Opening Day Ceremony will take place on May 7 at 10:00 a.m. on Diamond 1, it will be their 75<sup>th</sup> anniversary and they are planning several activities for their teams at the picnic area. AYSO is currently in planning stages to conduct a summer season.

### **Youth Sports**

Youth Sports resumed with our traditional 9-week session for Winter, due to covid guidelines all classes were held outdoors. The following classes were conducted: Basketball Fundamentals (5-12 years old; 2 classes), Volleyball Fundamentals (10-17 years old; 1 class), Baseball Fundamentals (3-12 years old; 3 classes) & Multi-Sport (3-12 years old; 3 classes). Class sizes were reduced to ensure all covid guidelines could be accommodated; enrollment across all fundamental classes totaled 100 participants. Contract classes (Karate, Tennis, Soccer) were postponed due to the covid guidelines that were in place.

### **Adult Sports**

2022 Men's Winter Softball resumed with an 8-team division competing for the illustrious South Gate Champion title, men's league takes place every Thursday evening on Diamonds 2 & 4. Along with the men's league, our 2022 Winter Co-ed Softball resumed with two 6-team divisions who also are fighting for the championship spot; co-ed league takes place every Friday evening on Diamond 6 & 7. Both leagues will be wrapping up in the next couple weeks and registration for our Summer 2022 league will open. Adult Basketball has begun its beginning phase of planning and securing game officials, this league will be conducted on Friday evenings and will begin in Summer 2022.

### **Fitness Center**

Attendance has seen an increase, with 12,500 daily passes sold and 1,600 registered memberships. Our Winter Biggest Loser fitness challenge began in January and is set to conclude in late April. Group exercise classes: Zumba, Yoga, Step Aerobics, Tone It Up, and



Boot Camp have all returned to pre-pandemic attendance. We have developed a new class, Fit Camp for Kids, which is tailored to educate children and their families on the importance of exercise and nutrition. Since resuming, we have conducted 100 hours of personal training.

### **Aquatics**

The Learn-to-Swim program at the Patricia G. Mitchell Swim Stadium takes a break during the winter season. However, as one of the only indoor, year-round pools in the area, daily attendance numbers remain strong. We had 2,256 patrons in attendance and sold a total of 370 memberships during this reporting period. The swim stadium hosted partner organization South Gate Aquatics Club, in addition to renting out pool space for Penguins Aquatic Club and Revolution Aquatics. We had a total of 2,162 daily attendance from swim team participants.

Swimming lessons for all ages return in the spring. The swim stadium offers Group, Semi-Private and Private lessons for Parent & Child, Tiny Tots, Youth and Adults in addition to fitness programs such as SeniorCise, Aqua Aerobics and Masters Swim. May is designated as National Water Safety Month, so the swim stadium will be campaigning all month long to bring water safety awareness to the community. We'll also be celebrating International Water Safety Day on May 15<sup>th</sup> with our 3<sup>rd</sup> annual Water Safety Bash

### **Special Events**

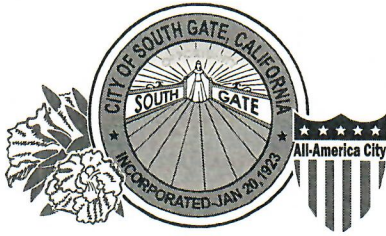
This year the Azalea Festival was smaller than usual because Covid-19 restrictions were lifted too late for staff and the usual social clubs to be able to organize the events. We were able to put together three events, fireworks show on Saturday, March 19; the Car Show, on Sunday March 27; and a Carnival that ran for four days, March 17 - 20. All events were very well attended, especially the carnival.

At the Art Gallery in the Civic Center there was a month-long art exposition, "Quidate" held every Saturday, with a grand opening on February 26 and a closing event on March 26. Both the opening and closing events had various local vendors and artist organizations. The artist organizations did workshops and had the public participating in painting, creating buttons, journaling, and many more diverse art related activities. The event was well attended on all the Saturdays, especially on the closing event.

Staff is in the process of planning April's Easter Festival Egg Hunt and the upcoming summer Concert in the Parks events.

### **Social Media**

Our social media task force will be adding a new member to our team. We are currently looking to hire a Recreation Leader to assist with the media responsibilities. This Recreation Leader would aid with content creation (flyers/reels/video editing) and creating a quarterly calendar for the social media task force. This quarter had a total of 3 posts, 155 stories and 3,269 accounts reached; our number of total followers increased to 2,300. Community engagement through messaging has increased and has been a great tool for staff to answer questions quickly and efficiently.



*City of South Gate  
Parks & Recreation Commission Meeting  
May 12, 2022*

# **STAFF REPORT**

## **AGENDA ITEM NO. 3**

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**To:** Honorable Parks & Recreation Commission  
**From:** Glenn Massey, Parks Superintendent  
**Date:** April 24, 2022  
**Subject:** Grounds and Facility Maintenance 3rd Quarter Report FY 2021/22

**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**

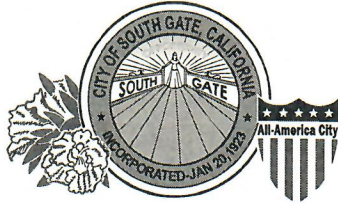
- This quarter we've completed the renovations of the baseball diamonds.
- We added two pallets of peat moss to the soil, one scoop of red lava rock to existing rock pathway in the garden, 30 azalea's and 4 Camellias to the Azalea Garden at the Senior Center.
- The roof project at the park yard has been completed.
- We received the new truck we ordered to pull the show mobile. (F450 Dual Rear Tires Truck)
- We pruned the plants and added mulch to the native gardens at Hollydale Regional Park.
- We continue working on adjusting, modifying, and repairing the irrigation system throughout all City parks to ensure we're in compliance with the California drought regulations.



## **Park Facility Maintenance**

- The slow process of reopening our Parks for events, picnics, and sports activities during the pandemic appears to be coming to an end with the recent lowering of Covid-19 restrictions. Although mandates have been relaxed, we do remain vigilant in changes from local, state, and federal government when addressing the ongoing challenges with restroom cleanliness with a weekly restroom disinfecting program to mitigate the spread of Covid-19. 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.
- With the anticipate high use of our parks we have implemented a third daily restroom service to our outdoor restrooms.
- Also, during this period, we have continued the implemented use of Electrostatic Disinfecting Equipment for more coverage in our cleaning and disinfecting efforts for both indoor and outdoor restroom facilities, along with a pressure washing program. These disinfecting and cleaning tools will allow us to use them simultaneously, giving us more coverage. Set ups for all events require us to disinfect all tables, chairs, door handles, and a/v equipment.
- With Covid-19 restrictions being relaxed, we will be in full operation with classes returning, from educational to extra-curricular classes, as well as private rentals, picnics, sports teams, and social clubs returning; none the less, we continued to host several Covid-19 vaccine clinics, testing, blood drives, and food giveaways for the community during this period.
- The Community Service Worker program is also back to full operation going back to our original intake of fifteen people maximum per day.

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.



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# **STAFF REPORT**

## **AGENDA ITEM NO. 4**

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**To:** Honorable Parks & Recreation Commission  
**From:** Steve Costley, Interim Parks & Recreation Director  
**Date:** April 25, 2022

**Subject:** Approval of Proposed Meeting Schedule for FY 2022/23

**Recommended Motion:** Approve the proposed Meeting Schedule with any suggested changes for the coming fiscal year.

**Report Summary:** For purposes of planning and communication between staff, City Council, and the Parks & Recreation Commission, it is advisable to annually approve a meeting schedule that includes the Commission's assignments or major work objectives for the coming fiscal year and a calendar of the regularly scheduled Commission meetings along with the known business items that will be on those agendas.

Attached is a copy of the proposed meeting schedule for the upcoming fiscal year. The Commission is asked to review the schedule and make any recommendations to staff for the coming year's meetings. When approved, a copy will be forwarded to the Council for their review and staff will prepare future agendas in accordance with the approved meeting schedule.

**Attachment:** Proposed Meeting Schedule FY 2022/23



*City of South Gate*  
*Parks & Recreation Commission Meeting Schedule*  
*Fiscal Year 2022 - 2023*

**May 12, 2022** Reorganization/Election of Officers  
Recreation 3rd Quarter Review & Upcoming Events  
Grounds & Facility Maintenance 3rd Quarter Review  
Proposed Meeting Schedule 2022/23

**Jun 09, 2022** **No Meeting**

**Jul 14, 2022** Review of HSA Annual Report  
Social & Cultural Division Report

**Aug 11, 2022** Recreation 4<sup>th</sup> Quarter Review & Upcoming Events  
Grounds & Facility Maintenance 4th Quarter Review  
Major Projects Update

**Sep 08, 2022** Review of FY 2021/22 Fee Waivers  
Sports & Aquatics Division Report

**Oct 13, 2022** **No Meeting - Halloween**

**Nov 10, 2022** Recreation 1<sup>st</sup> Quarter Review & Upcoming Events  
Grounds & Facility Maintenance 1<sup>st</sup> Quarter Review  
Discussion of Desired Outcomes for Goals and Standards FY 2023/24

**Dec 08, 2022** Approval of Goals and Standards for FY 2023/24 for Recommendation to Council  
Parks & Recreation Master Plan Annual Review  
Grounds Maintenance Division Report

**Jan 12, 2023** **No Meeting – Christmas/New Year's**

**Feb 09, 2023** Recreation 2nd Quarter Review & Upcoming Events  
Grounds & Facility Maintenance 2nd Quarter Review  
Yearly Partner Organizations' Report

**Mar 09, 2023** **No Meeting – Budget**

**Apr 13, 2023** Annual Program Fee Recommendations  
Review of Operating and Concession Agreements  
Facility Maintenance Division Report

**May 11, 2023** Reorganization/Election of Officers  
Recreation 3rd Quarter Review & Upcoming Events  
Grounds & Facility Maintenance 3rd Quarter Review  
Proposed Meeting Schedule 2023/24

**Jun 08, 2023** **No Meeting**