



**PARKS & RECREATION COMMISSION
PARKS & RECREATION COMMISSION AGENDA**

Thursday, August 10, 2023 at 7:00 p.m.

**SOUTH GATE COUNCIL CHAMBERS
8650 CALIFORNIA AVE
SOUTH GATE CA 90280**

**DIAL IN NUMBER: 1-669-900-6833
MEETING ID: 857 8491 4892
[HTTPS://US02WEB.ZOOM.US/J/85784914892](https://us02web.zoom.us/j/85784914892)**

**TO ADDRESS THE COMMISSION PRESS *9 TO RAISE YOUR
HAND, THEN WHEN INSTRUCTED
PRESS *6 TO UNMUTE YOURSELF**

Officials

Chair: Alan Flores, III

Vice Chair: Lizette Ruiz

Secretary: Jennifer Cypert

Commissioner: Edgar Pelayo

Commissioner: Vacant

Parks & Recreation 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 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 August 3, 2023 at 5:30 p.m., as required by law.

Ana Medina, Parks & Recreation Sr. Secretary

APPROVAL OF MEETING MINUTES

APPROVAL OF REGULAR MEETING MINUTES OF JULY 13, 2023

Recommended Motion to Approve the Minutes as Presented

Documents:

[Regular Meeting Minutes of 07-13-23.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.

Presentation

Open Session Items

1. HALLOWEEN EVENTS 2023

Recommended Motion to Receive and File

Documents:

[08-10-23 ITEM 1 STAFF REPORT.pdf](#)

2. MAJOR PROJECT UPDATES

Recommended Motion to Receive and File

Documents:

[08-10-23 ITEM 2 STAFF REPORT.pdf](#)

3. RECREATION DIVISION 4TH QUARTER REPORT FY 2023/24

Recommended Motion to Receive and File

Documents:

[08-10-23 ITEM 3 STAFF REPORT.pdf](#)

4. GROUNDS & FACILITY MAINTENANCE DIVISIONS 4TH QUARTER REPORT FY 2023/24

Recommended Motion to Receive and File

Documents:

[08-10-23 ITEM 4 STAFF REPORT.pdf](#)

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.

South Gate Parks & Recreation Commission
Regular Meeting Minutes
July 13, 2023

CALL TO ORDER - Chair Flores called the meeting to order at 7:05 p.m.

FLAG SALUTE - by Commissioner Pelayo

ROLL CALL - by Ana Medina, Sr. Secretary

Present: Chair Alan Flores, Vice Chair Lizette Ruiz, and Commissioner Edgar Pelayo. Secretary Jennifer Cypert had an excused absence.

Staff: Director Steve Costley, Deputy Director Tina Fierro, and Parks Superintendent Glenn Massey

APPROVAL OF MINUTES FOR: FEBRUARY 13, 2023, MAY 11, 2023, & APRIL 13, 2023:

Recommended Motion: Motion to approve the minutes as presented

M/S/C: Commissioner Pelayo/ Vice Chair Ruiz; a roll call vote was taken, and motion was unanimously approved.

PUBLIC COMMENT

Recognized: Mario Dominguez, a South Gate resident, voiced his concern on the comments by Thomas Buckley and asked Vice Chair Ruiz to go to a City Council meeting and speak about Mr. Buckley's lies.

PRESENTATION: HSA ANNUAL REPORT FOR 2022/23

Director Costley introduced HSA representatives Araceli Morales and Lourdes Montoya Morales

OPEN SESSION ITEMS

1. HSA ANNUAL REPORT FOR 2022/23

Recommended Motion: Receive and file.

M/S/C: Vice Chair Ruiz/Commissioner Pelayo; a roll call vote was taken, and motion was unanimously approved.

The HSA representatives explained the details on the preschool programs they offer. A discussion ensued.

Recognized: Mario Dominguez, a South Gate resident, opined that this is a major opportunity to get the word out on their organization.

2. POLICE DEPARTMENT ORAL REPORT REGARDING CITY PARK SAFETY

Recommended Motion: Motion to receive and file

M/S/C: Commissioner Pelayo/Vice Chair Ruiz; a roll call vote was taken, and motion was unanimously approved.

Director Costley reviewed the report and introduced Lt. Sam Brown and Sgt Jerry Prado they went on to explain how they are working with the community to mitigate problems, having gang units patrolling especially the Skate Park, how the CSO's and Park Rangers train to work together.

Recognized: Mario Dominguez, a South Gate resident, was walking in the park and saw a PD vehicle in the Park; what about Hollydale Regional Park? Director Costley explained that that park closes at dusk and is less active than SG Park.

A discussion ensued.

3. SOCIAL & CULTURAL DIVISION REPORT FOR FY 2022/23

Recommended Motion: Motion to receive and file

M/S/C: Vice Chair Ruiz/Commissioner Pelayo; a roll call vote was taken, and motion was unanimously approved.

Deputy Dir. Fierro reviewed this item. Vice Chair Ruiz has attended most events and they've been well attended; proud to be a SG resident. Commissioner Pelayo asked if the trips are only for adults, Deputy Dir. Fierro replied that they are for both. A discussion ensued.

4. SG PARKS TREE REPORT

Recommended Motion: Motion to receive and file

M/S/C: Vice Chair Ruiz/Commissioner Pelayo; a roll call vote was taken, and motion was unanimously approved.

Parks Supt. Massey reviewed this item

Recognized: Mario Dominguez, a South Gate resident, commented on trips to the museum. Not a fan of palm trees, keep them out of the parks, likes Crape Murtle trees, there should be more in the parks. How are the trees in Hollydale Regional Park; Parks Supt. Massey explained that they are doing well. Vice Chair Ruiz asked if more native plants could be planted. A discussion ensued.

5. APPROVAL OF PROPOSED MEETING SCHEDULE FOR FY 2023/24

Recommended Motion: Motion to receive and file

M/S/C: Commissioner Pelayo/Vice Chair Ruiz; a roll call vote was taken, and motion was unanimously approved.

Director Costley reviewed this item. Commissioner Pelayo asked if the Police Department could be added to the February meeting with event coordinators; Director Costley replied that the PD help with the larger events, and Park Rangers handle the smaller events.

DIRECTOR'S REPORT / CALENDAR OF EVENTS

Director Costley: The Fourth of July event had 25,000 people at South Gate Park; the fireworks display had issues and did not go as planned. The SELA Art Festival in the River off of Hollydale Regional Park, hosted by Speaker Rendon, will be on Saturday, July 29. The next Centennial event is the Dodgers' game; this is the PD's Pink Patch project also. There are many more Centennial events coming up in year.

Deputy Dir. Fierro: Saturday will be the Fun Run at SG Park, with 800 to 850 participants. On July 28 will be the final Concert in the Park event with a beer garden and food trucks and it's the Dodgers vs the Reds night tickets are still available. Teen Glow Centennial event we'll host teens from around the area; there will be laser tag, glow in the dark golf and frisbee golf, a DJ, fun activities for teenagers will be Friday, September 8.

Parks Supt. Massey: This is the busiest time for Parks and Facility Maintenance, no major projects planned just keeping the parks green; have lots of irrigation work.

PARKS & RECREATION COMMISSION SUB-COMMITTEE REPORTS

Chair Flores: Who decided to move the fireworks show to the Golf Course, Director Costley explained the Fire Marshall informed staff of the needed change and explained the process.

Vice Chair Ruiz: Good upcoming events especially the SELA event since the Speaker is termed out will the festival continue being done; Director Costley stated he will be meeting with them and he will ask.

Commissioner Pelayo: No comments

REQUEST FOR ITEMS ON FUTURE AGENDAS By Vice Chair Ruiz, requested an update on the Aztec Football space and fee situations.

ADJOURNMENT - At 8:40 p.m. Chair Flores asked for a motion to adjourn.

M/S/C: Vice Chair Ruiz/Commissioner Pelayo; a roll call vote was taken, and motion was unanimously approved.

Respectfully submitted:

Jennifer Cypert, Secretary
Parks & Recreation Commission



*Parks & Recreation Commission Regular Meeting
August 10, 2023*

STAFF REPORT ITEM No. 1

To: Honorable Parks & Recreation Commission
From: Steve Costley, Parks & Recreation Director
Date: July 25, 2023

Subject: Report on Activities for Halloween

Recommended Motion: Motion to Receive and File

Report Summary: The Halloween Haunt will take place at Hollydale Community Park and South Gate Park on Tuesday, October 31, 2023, from 6 pm – 9 pm at both sites.

Staff is preparing for 8,000 children and youth at South Gate Park and 3,000 at Hollydale Community Park. There will be a variety of candies and prizes at the Carnival Games. We'll have our popular Costume Contests which are for all age groups in various categories, and with the assistance of Council and Parks & Recreation Commissioners as judges. Each winner receives a candy/goody bag. Also, both locations will have party bouncers for children and youth to enjoy.

South Gate Park will have two mini-trains for the whole family to ride. There will be a few Ghoulie Scary picture booths for all in attendance to take advantage of and make keepsake pictures. A DJ will be at both locations to play all the hits to uplift the crowds while parents wait in the carnival & picture lines. DJ's will also be giving out candy for the best dancers of the night!

The Department staff works hard to pull this event together. Sponsorships are solicited from both business and service organizations by mid-August, to allow staff enough time to create the posters that will be put up around the two Halloween event sites to acknowledging and thanking them for their sponsorship. Staff makes sure to advertise the events on the SG Park marque as well as on the City and Park's social media, the SG Connect, and fliers are distributed to all the Department's recreation classes.

We all want to make sure the events are fun and successful for everyone attending!



*Parks & Recreation Commission Regular Meeting
August 10, 2023*

STAFF REPORT ITEM No. 2

To: Honorable Parks & Recreation Commission
From: Steve Costley, Director of Parks & Recreation
Date: July 11, 2023

Subject: Update on Parks & Recreation Department Major Projects

Recommended Motion: Motion to receive and file.

Report Summary: The Parks & Recreation Department maintains over 185 acres of landscape and numerous community centers and support facilities throughout the City. These parks and facilities require continual maintenance and at times major capital improvement projects must be scheduled to keep areas safe for the public. Below is a list of current projects slated for the Department and where they are in the process:

Auditorium Roof Project

The auditorium roof has had issues with leaking for several years and our Public Works Department has worked diligently to provide patching. This process is no longer viable and there is a need for a total replacement of the roof. We have secured some funding for the project, but with costs escalating we will need additional resources. Also, if we replace the roof, we should replace the A/C units on the roof to meet code.

Estimated cost: \$900,000

Current funding: No Funding

Boy Scout Huts

There are 8 buildings in the Boy Scout Hut area. Many have not had any renovations since the 70's. There are several areas of concern, the most pressing of which is the roofs of several of the buildings. Funding was originally secured through CDBG, but our HUD representative determined that the huts were not eligible. Designs have been completed for the roofing at all 8 buildings with an estimated cost of 600,000+

Estimated cost: \$1,000,000 - \$3,000,000

Current funding: \$

South Gate Park North Playground Resurfacing

Located on the corner of Southern & Hildreth this is the most used playground in the City. The major need is to replace the rubberized surfacing. Replacement is currently scheduled for Fall of 2023 so as not to take away the playground during the summer months.

Estimated cost: \$400,000
Current funding: \$400,000

Circle Park

Concepts are for a total renovation of the site to include new basketball courts, a playground, and parking. Plans have been completed and are going out to bid in August. Construction will take about 1 year to complete.

Estimated cost: \$7 million
Current funding: \$7 million

Hollydale Community Park

Project is currently in construction with about 70% completion. This is a total renovation of the park with new community center, playground, picnic areas and basketball courts. Completion is expected at the end of September.

Estimated cost: \$6 million
Current funding: \$6 million

South Gate Park Fence Project

This project to replace the different fences throughout South Gate Park was bid for the third time in June. We received no bids from any companies. Staff has adjusted the bidding requirements and placed the bid back out with responses expected in the beginning of August.

Estimated cost: \$1,400,000
Current funding: \$1,400,000

Sports Center PA System

A new system that will allow staff to provide announcements and information to the public on a regular basis. RFP for purchase/installation has been issued and we are awaiting bids from companies.

Estimated cost: \$82,000
Current funding: \$72,000

Urban Orchard

New 7-acre park located between the 710 freeway and the LA River. Construction is 80% complete. LA County issued a "Cease and Desist" letter shutting down construction due to paperwork about an illegal landfill that used to be on the site in the 40's. Testing/remediation will take approximately 9 months then we can complete the project.

Estimated cost: \$30+ million
Current funding: \$30+ million



*Parks & Recreation Commission Regular Meeting
August 10, 2023*

STAFF REPORT ITEM No. 3

To: Honorable Parks & Recreation Commission
From: Tina Fierro, Deputy Director of Parks & Recreation
Date: July 20, 2023
Subject: Recreation Division 4th Quarter Report FY 2022/23

Recommended Motion: Motion to Receive and File

Report Summary: This report covers recreation programs held during the second quarter of fiscal year 2022-2023. During these months there is typically less interest in programs due to the weather and time change.

Aquatics:

Spring was in full bloom at the Patricia G. Mitchell Swim Stadium. Spring saw the return of our most popular program – swim lessons for all ages and levels! We offered group, private and semi-private swim lessons. In total, we taught and serviced approximately 1,250 patrons how to swim and how to be water safe.

This spring we also hosted several special programs and events. In March, we held several community safety training classes, including two Adult and Pediatric First Aid/CPR/AED courses and two Lifeguarding/First Aid/CPR/AED courses. We also hosted 5 swim meets during the spring session. Three South Central Swim League meets, which brings about 6 local teams, 400 local swimmers, and 900 spectators per meet, and two USA Swimming Meets hosted by our partner organization South Gate Aquatics Club. In May, we celebrated National Water Safety Month and International Water Safety Day with our annual Water Safety Bash. We had almost 100 participants in attendance, and staff gave a water safety demonstration and handed out hundreds of goodie bags with water safety information.

Spring also brings an uptick in attendance and membership numbers. We averaged about 1,600 daily admissions, with the biggest demographic being adults followed by youth ages 5-12. We also averaged approximately 1,200 active Splash memberships, with almost half of them being Splash Family monthly followed by Splash Adult monthly memberships.

Fitness:

Along with the Spring season, our 4th quarter also brought in more members. The Sports Center saw a twenty percent increase in memberships sold. Our most popular option continues to be the Fitness Membership, which accounts for 2,266 of all memberships. The increase in memberships could be attributed to the increase in Group Exercise Class options.

Our Group Exercise Classes have been solidified and we are now offering more classes than ever, along with a strong attendance. We have added two Muay Thai conditioning classes, two evening Yoga classes, and one Step Aerobics class.

Personal Training also saw an increase. Our Personal Training program saw 337 hours conducted in the 4th quarter, which is more than double from last quarter. A small increase is typically expected as the spring and summer seasons are the busiest for Personal Training, but this fared better than expected.

Lastly, after a three-year hiatus, the Spring Fit 5K returned. Bimbo Bakeries was once again our title sponsor and provided over 750 shirts for the event. We were able to connect with local schools and distribute flyers to children and their families, who had been anticipating the return of our Spring Fit 5K. The successful event had over 800 registrants and remains one of our largest events in the Department.

Youth Sports:

Our classes were back to full capacity this past Spring. We added a new Intermediate Volleyball Fundamentals class which was a huge success. Youth Sports staff created and hosted our first ever Basketball All-Star Skills Challenge. Participants competed in timed drills that showcased their ball handling, passing, shooting, and agility skills. We offered 3 age divisions (7–8 year olds, 9-10 year olds & 11-12 year olds); the top finisher in each age division received an Under Armour basketball backpack equipped with a brand new Wilson basketball. Our partnership with Special Olympics continues to grow as the Sports Center hosted their Spring Basketball Tournament. The tournament brought in over 50 Special Olympic athletes and was attended by hundreds of spectators. Lastly, our brand-new Rec on the Run (mobile recreation program) began with bi-weekly events scheduled at Cesar Chavez and Hollydale Regional Park. Drop-in participation averaged between 30-40 people during the 3-7pm timeframe.

Adult Sports:

Like previous Spring seasons, Adult Sports were in fun swing and busy. Our Men's and Co-ed leagues continue to operate on Thursday and Friday evenings. We have seen an increase in the number of teams since league play began after the pandemic. We currently have 18 Men's teams for Thursday evenings (3 divisions) and 17 Co-ed teams registered for Friday evenings (3 divisions). Teams are competing for our newly re-designed Championship Hoodies. 2nd place winners will receive City of South Gate customized insulated water bottles. Our Men's Spring Basketball season concluded, and

the new champions were crowned, Bel-Air Academy. Their team's name will be added to our championship banner inside the Sports Center Gymnasium. Registration is currently open for our next Men's and Women's basketball season. Open play volleyball on Tuesday evenings remains one of our most popular nights during the week, this quarter saw an increase in numbers and ended with a total of 695 drop-in participants.

Partner Organizations (Sports):

SG Aztecs continued their pre-season football and cheer practices at Hollydale Regional Park. Also, they participated in our Spring Fit 5K with a recruitment/ informational booth and were able to reach the community in a new capacity.

SGJAA hosted their Spring Baseball/Softball Opening Day on Saturday, May 6. Baseball tunes played over the loudspeaker, teams paraded across the field, and Dodger Alum Kenny Landreaux opened the season with an inspirational speech to all the young athletes. Summer Basketball registrations commenced with practices following shortly after. We are in the process of coordinating annual staff vs. coaches' softball game as staff looks to continue their winning streak as their rivals.

AYSO has officially returned, and the new commissioners and board are in the preparation and player recruitment phase for their first Fall season since the pandemic. Registration is currently available online and has been conducted in person at the Sports Center; currently there are 115 registered participants.

Social Media:

Our total followers are now up to 4,273. In the last quarter we had 14 posts, 200 stories, and 1 reel. We have reached over 2,648 accounts and engaged with 90 accounts. We are continuing the recruitment process for a Recreation Marketing Coordinator to oversee the Social Media Task Force and all social media outlets.

Contract Classes:

Most of the Dance Classes were full by the second week of class registration. We had to open an additional Baby Ballet class to accommodate eight students that were on the waitlist. All Art classes had many students register and we didn't have to cancel any of the classes/clubs.

Youth Classes:

Tot Time registration increased a little, instead of having 15-17 classes, we had 20-25 register. Tiny Two's were all full. We had 100 Tot Timers and parents attend the Spring excursion to the Long Beach Aquarium, the trip was enjoyed by all.

Cultural Arts:

The Youth Art Club enrollment increased to 15 and the staff had a variety of projects to do with the students. The Painting with Watercolor and Comics & Art Classes also

increased in registration. The contractors were very pleased to hold classes in the Art Gallery. The Time Capsule viewing sessions were not attended by many community members, so the staff decreased the viewing hours and made it by appointment only. Staff is getting ready to have the next Art Exhibit in the Art Gallery and are guys preparing for the arrival of the art pieces.

Special Events:

On May 5, staff hosted a Movie in the Park event featuring the movie, "The Force Awakens". Unfortunately, we didn't have good attendance, only about 50 people; possibly due to it also being Cinco de Mayo.



*Parks & Recreation Commission Regular Meeting
August 10, 2023*

STAFF REPORT ITEM No. 4

To: Honorable Parks & Recreation Commission
From: Glenn Massey, Parks Superintendent
Date: July 20, 2023
Subject: Grounds & Facility Maintenance Divisions' 4th Quarter Report FY 2022/23

Recommended Motion: Motion to Receive and File

Report Summary: This report covers recreation programs held during the second quarter of fiscal year 2022-2023. During these months there is typically less interest in programs due to the weather and time change.

Grounds Maintenance

We are continuing to over-seed the south side of South Gate Park around the Senior Center and picnic areas with Bermuda seed to fill in bare spots and thicken the grass to make it more pleasant for patrons. Staff continues fixing irrigation issues that pop up throughout all City parks and City Hall grounds.

The suppression of the gopher activity throughout all City Parks continues to be a top priority.

We purchased four flats of Gazania flowers to replace the missing plants in the raised planter in front of the Auditorium and one Crepe Myrtle tree to replace the broken tree adjacent to the bike path at Hollydale Regional Park.

Staff continue servicing and beautifying over 190 acres of park land on a daily basis.

Park Facility Maintenance

As part of our goals and objectives for this fiscal year, the Parks Facility Maintenance division is in the process of adding a Working Lead position.

Our Parks Facility Maintenance division, along with Grounds Maintenance, helped plan and set up, the Fourth of July event. We also maintained the area clean throughout the event.

During this quarter we have hosted two training events for staff one being See Something Say Something, and the second Team Building.

Due to the high use of SG Park, Staff continues to do a third daily inspection and cleaning, in the late afternoon to our outdoor restrooms.

We have continued the 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 consecutively, giving us more cleaning coverage. Set ups for all events require us to disinfect all tables, chairs, door handles, and A/V equipment.

We are in full operation with classes, as well as private rentals, picnics, sports activities, and service clubs' events. We continue to host several food giveaways for the community at two locations, one at Circle Park and one at Hollydale Regional Park.

The Community Service Worker program continues; we are still limiting intake to 15 people maximum per day for staff safety.

Parks continue to be open for events, classes, picnics, and sports activities. Although pandemic mandates have been lifted, we 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.