



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

Thursday, December 14, 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: 8416 8162 453
[HTTPS://US02WEB.ZOOM.US/J/84168162453](https://us02web.zoom.us/j/84168162453)**

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

Officials

Chair: Alan Flores

Vice Chair: Lizette Ruiz

Secretary: Jennifer Cypert

Commissioner: Edgar Pelayo

Commissioner: Adolfo Varas

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 December 7, 2023 at 5:30 p.m., as required by law.

Ana Medina, Parks & Recreation Sr. Secretary

Approval of Meeting Minutes

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 three 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. GROUNDS MAINTENANCE DIVISION ANNUAL REPORT

Recommended Motion: Motion to receive and file

Documents:

[12-14-23 ITEM 1 STAFF REPORT.pdf](#)

2. GOALS & PERFORMANCE MEASURES FOR FY 2024/25

Recommended Motion: Motion to approve the proposed Goals & Performance Measures for FY 2024/25

Documents:

[12-14-23 ITEM 2 STAFF REPORT.pdf](#)

3. ANNUAL REPORT ON IMPLEMENTATION OF THE PARKS & RECREATION MASTER PLAN

Recommended Motion: Motion to approve and report to City Council

Documents:

[12-14-23 ITEM 3 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: 323.563.951 0, 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.



*Parks & Recreation Commission Regular Meeting
December 14, 2023*

STAFF REPORT ITEM No. 1

To: Honorable Parks & Recreation Commission
From: Glenn Massey, Parks Superintendent
Date: March 30, 2022

Subject: Grounds Maintenance Division Annual Report

Recommended Motion: Motion to receive and file

Report Summary: The following is a report of accomplishments performed by the Grounds Division during 2023. The report will identify completed goals and objectives outside of our ongoing routine parks maintenance.

Grounds staff planted four 24-inch box trees at the Cookhouse area. Twenty-five rose plants in the rose garden, and forty-two various shrubs were planted adjacent to the Auditorium. Multiple flats of Gazania plants were planted inside the circular planter in front of the same building. Many flats of groundcover were planted near the side entrance to City Hall. A dozen Azaleas were replaced inside the Azalea Garden at the Senior Center. Staff modified and repaired the irrigation system and planted 300 Lantana plants adjacent to the riverbank near the Monroe Avenue parking lot at Hollydale Regional Park.

A turf reseedling program was implemented to fill in various bare spots throughout City parks. Tree trimming at South Gate Park was completed. Seven trees were removed at South Gate Park and one at Hollydale Regional Park due to disease and structural failure. We hope to trim some of the larger trees at Hollydale Regional Park by years end. Staff are working with Tree People of Los Angeles to complete a tree grant, with the goal of planting approximately 200 trees at South Gate Park.

The irrigation system in front of the Sports Center and tennis courts were modified to avoid wetting the jogging paths. Over 150 irrigation valves were repaired and 78 were replaced. Approximately 600 irrigation sprinkler heads were replaced at all parks.

Four ball washers were replaced at the Golf Course. Two large French drains were installed at South Gate park. We purchased and received a wide area flail type mower to better mow Hollydale Regional and Circle Parks. A Senior Grounds Maintenance Worker and one Grounds Maintenance Worker vacancy were filled.



*Parks & Recreation Commission Regular Meeting
December 14, 2023*

STAFF REPORT ITEM No. 2

To: Honorable Parks & Recreation Commission
From: Steve Costley, Parks & Recreation Director
Date: November 29, 2023

Subject: Goals and Performance Measures for Fiscal Year 2024-25

Recommended Motion: Approve the proposed Goals and Performance Measures for fiscal year 2024-25.

Report Summary: Each year the Parks & Recreation Department staff prepares goals and performance measures that will direct work and support budget requests for the coming fiscal year. This process assists staff, the Commission and Council to have a unified vision of desired outcomes that the City will attempt to achieve through the work of the department for that fiscal year.

Our goal for this meeting is to keep the Commission informed on what the plans are for the Department moving into FY24/25 and allow them to discuss any areas of concern for the Parks & Recreation Department as we move forward into the City's budget process.

Once the Goals & Performance measures are approved by Commission, the department staff will begin the process of completing the financial part of the budget program so that all of the funding for the department reflects the desired outcomes for the new fiscal year.

Attachment: Goals and Performance Measures for FY 2024-25

CONTRACT CLASSES

PROGRAM DESCRIPTION

The City of South Gate's Parks and Recreation department offers a variety of classes and programs that help enrich the community. The classes and programs that are offered create a foundation for the public to establish new skills or freshen up on other skills. These classes and programs are essential to the community because of the positive impact they create by building up their self-esteem, reducing loneliness, and enhancing overall health and well-being.

Prior Year's Accomplishments FY 2023-24:

- Department shows were offered to all of the performing classes at the conclusion of each session.
- Had 2-3 contract classes perform at each city event (Tree Lighting Ceremony, Centennial, Azalea Festival).

Goals & Objectives for FY 2024-25:

- Offer 2 new youth contract classes with 15 registered participants per class.
- Offer 2 new adult contract classes with 15 registered participants per class.
- Offer (4) 1-day workshops; 2 for youth & 2 for adults.
- Create bi-weekly content to be released on department social media outlets.

Performance Measures:	22-23	23-24	24-25
• Registered adults in recreational Contract Classes	100	60	100
• Registered youth in recreational Contract Classes		1,800	2,000
• Number of attendees for recitals (500 x 8 shows)	4,000	4,000	4,000
• Number of performances at City events		6	8

SENIOR SERVICES

PROGRAM DESCRIPTION

Senior Services coordinates events, activities and trips for area residents over 50 years old. This program also includes operation of our Senior Center and coordination of the Senior Nutrition program provided at the Center through a contract with Human Services Association.

Prior Year's Accomplishments FY 2023-24:

- Number of excursions registrations 2,200. Excursions are taken quarterly for a total of 50.
- 8 Social events with 60 participants for a total of 240. (Dances, holiday and birthday Parties)
- Partnered with various health entities to provide free Healthy information classes to our seniors.
- Partnered with HSA to provide 19,000+ nutritional congregate meals.
- Started a yoga class twice a week with overall 320 registered for the year.

Goals & Objectives for FY 2024-25:

- Create senior bi-weekly yard game program.
- Start bi-weekly movie day for seniors.
- Organize a Grandparent's Day Event.
- Collaborate with a health insurance or presentation of healthy meal choices.

Performance Measures:	22-23	23-24	24-25
• Senior excursion registrants	2,000	2,000	2,200
• Health Screening participants	200	400	400
• Yoga class Registrants	20	40	200
• Number of HSA nutritional meals to seniors	4,800	19,260	19,260
• Senior food bank registrants	2400	2400	2400
• Number of Vendors at health fair	8	20	20
• Low impact movement registrants	320	320	320

SPECIAL EVENTS

PROGRAM DESCRIPTION

The City of South Gate, Parks and Recreation Department, hosts and organizes several special events throughout the year that allow the community to gather. These events include Santa's Breakfast, Tree Lighting, and Halloween Haunt that allow for the community to participate in activities, have opportunities to get candy/prizes, and create life-long memories with their friends and family.

Prior Year's Accomplishments FY 2023-24:

- Combined Tree Lighting event with Police Navidad and pass out churros and hot chocolate.
- Received active participation from 75 volunteers throughout the year for all city-wide special events (Easter, Halloween, Santa's Breakfast, Veterans Day).
- Added an area for all age groups to accommodate kids with special needs during the egg hunt.

Goals & Objectives for FY 2024-25:

- Secure food trucks and beer garden for all Concerts in the Park. Collaborate with Sports Center to offer "Rec on the Run" during all concerts.
- Re-vamp Halloween Haunt event at South Gate Park; add in cookie decorating station and make your own Halloween slime station.
- Re-introduce Halloween Haunt at Hollydale Community Park;
- Movies will be at 2 locations South Gate Park & Hollydale Community.
- Collaborate with Sports Center to host Family Camp Night and provide recreational activities for youth and Adults.
- Offer Egg Hunt time for adults during Easter Fest
- Spring Fit 5K Committee Member

Performance Measures:	22-23	23-24	24-25
• Number of Santa Breakfast tickets sold	350	400	400
• Number of attendees at Halloween Haunt	8,000	8,000	10,000
• Number of Attendees at Movies in the Park (5)	800	900	1,500
• Number of Attendees at Concerts in the Park (5)	1,500	1,800	2,200
• Numbers of attendees at Tree Lighting Ceremony	100	700	700
• Number of attendees at 4 th of July	20,000	20,000	20,000
• Number of Attendees at Azalea Events (Car Show, Carnival, Miss SG, Art Night ect.)	3,000	5,000	5,000
• Number of attendees at Easter Fest	258	350	400
• Number of Attendees at Veteran's Day Event	100	80	120

SPORTS CENTER

PROGRAM DESCRIPTION

Our fitness program offers four types of memberships (Sports, Sports & Splash, Fitness, Premier). Premier members have access to the fitness center, free-weight room, group exercise classes, racquetball courts, basketball gym, and swimming pool. Fitness members do not have access to the swim stadium, but both Premier and Fitness have the option of purchasing personal training sessions and/or registering for a Biggest Loser Challenge. Specialty programs and training sessions have a separate fee in addition to the Premier and Fitness membership fees. Sports and Splash members have access to the swimming pool and basketball gym. Lastly, Sports members only have access to the basketball gym.

Accomplishments for FY 23/24

- Maintained 67,940 scanned memberships annually.
- Sold/renewed 11,592 total memberships for the fiscal year.
- Conducted 784 hours of personal training.
- Maintained 10,389 daily admissions.
- Completed a 12-week Youth Biggest Loser Challenge
- Held a 1-mile recreational Fun Run within SG Park for youth and families.
- Upgraded the Sports Center audio and P.A. system.

Proposed Goals / Objectives/ Completion:

1. Provide two fitness excursions for current members. One excursion will take place at a fitness exposition and the second will take place at a regional 5K.
2. Conduct a six-week fitness challenge, complete with pre and post assessments, utilizing Personal Trainers in Fall 2024.
3. Complete Bicentennial Room refurbishment (interior of closets) by Winter 2025.
4. Host a one-day Fitness Competition at the Sports Center in Spring 2025.

Proposed Performance Standards:

1. 110,000 scanned memberships annually.
2. 13,000 memberships purchased/renewed annually.
3. 10,000 daily admissions for the Sports Center for the fiscal year.
4. Complete 850 hours of personal training.
5. Conduct 100 hours of virtual group exercise classes for the fiscal year.
6. Register 1,500 participants for the 2025 Spring Fit 5K.
Register 850 participants for the 2024 Fun Run.

Proposed Performance Standards:	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>
Scanned Memberships	61,596	67,940	110,000
Memberships purchased/renewed	7,781	11,592	13,000
Personal Training Hours	769	784	850
Daily Admissions	12,263	10,389	10,000

AQUATICS

PROGRAM DESCRIPTION:

Aquatics encompasses a range of recreational, fitness and competitive activities that are presented at the Patricia G. Mitchell Swim Stadium. Included in this are open recreational swim times, fitness lap swimming, adults only sessions, swim lessons, and pool rentals. This program also supports our Swim Team and Youth Water polo program as well as programs from several local high schools.

Prior Year's Accomplishments FY 2023-24:

- Offered Lap/Adult/Family Swim 7 days a week.
- Awarded a \$22,400 grant from LA84 Foundation to offer 600 youth free swim lessons.
- Hosted 4 USA Swimming meets with approx. 500 swimmers and 1,000 spectators per meet.
- Hosted the South-Central Swim League's fall, winter and spring leagues, totaling 18 swim meets with approx. 400 swimmers and 800 spectators per meet.
- Created and implemented new adult fitness classes: SeniorCise, Aqua Aerobics, Masters Swimming, Water Polo Open-Play, and Aqua Blast.
- Hosted 4th of July Splash, Water Safety Bash, and World's Largest Swim Lesson. Additionally, we launched our inaugural Patti's Pumpkin Plunge and Surfing with Santa.

Goals & Objectives for FY 2024-25:

- Adult Swim Programs - Increase the number of adult swim class participants by offering 5 additional classes by Summer 2024.
- Junior Lifeguarding Program - Establish a successful Junior Lifeguard program with 20 participants by Summer 2024.
- Splash Fitness Membership – Build Splash Fitness membership plan by adding more aquatic fitness classes and registering 100 members by Fall 2024.
- Adaptive Aquatics Program – Launch a program specifically for individuals with disabilities and offer one class per season by Winter 2024/25.

Performance Measures:	22/23	23/24	24/25
• Hours of open swim time for youth and adults.	2,500	2800	3000
• Hours of pool time for competitive aquatic groups and schools.	900	1,050	900
• Hours of adult aquatic classes	300	375	400
• Number of Participants in private and semi-private swim	1,000	1,600	1,800
• Number of Participants for group lessons	2,500	3,300	3,500
• Number of Junior Lifeguard participants	-	-	20
• Number of Splash Fitness Membership registrations	-	-	100

YOUTH SPORTS

PROGRAM DESCRIPTION

Youth Sports activities include both staff and independent contractor run classes, such as: Sports Fundamental classes, Tennis, and Karate classes. This program also supports our Partner Youth Sports Programs: the South Gate Junior Athletic Association, South Gate Youth Football, and AYSO.

Fiscal Year 23/24 Accomplishments:

- Registered 1,325 kids in Youth Sport classes
- Open the Skate Park for 2,100 hours of use
- Hosted Jr. NBA Skills Challenge and had 25 registered participants
- Hosted 2 – 1 day soccer clinics with 40 registered participants
- Hosted Spring Break Baseball Camp with 25 registered participants
- Launched & implemented Mobile Recreation program that was held bi-weekly in the summer months with a total of 180 participants
- Collaborated with Marketing Coordinator to create 4 youth sport fundamental videos.
- Collaborated with JAA scheduling/ implementation of Spring/ Fall Softball & Baseball along with Summer/ Winter Basketball.
- Coordinated practice schedules and secured field/ facility locations for South Gate Aztecs
- Coordinated re-openeing and secured field/ facility locations for South Gate AYSO

Fiscal Year 24/25 Goals and Objectives:

- Cross collaboration with Aquatics & Fitness to create and implement South Gate 2024 Youth Summer Olympic games. Register 75 Olympic athletes (Summer 2024)
- Host Youth Sporting Excursions (80 participants)

Proposed Performance Standards:	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>
Youth Sport Classes	1065	1325	1,600
Jr. NBA Skills Challenge	30	25	30
Clinics/ Camps	-	65	75
Mobile Recreation (Drop-in)	-	180	250
Sport Fundamental Videos	-	4	4
Youth Summer Olympics	-	-	75
Sporting Excursion	-	-	80 participants

ADULT SPORTS

PROGRAM DESCRIPTION

Our Adult Sports section currently provides programming that includes leagues, drop-in activities and special events. Our current league play includes the following: Men's softball, Co-ed softball, Men's basketball, Women's basketball (starting soon), Wooden Bat Baseball League, and a Metal Bat Baseball League. Softball is hosted on Thursday and Friday evenings and runs for 3 seasons (Summer, Fall & Spring); each season provides 10 games plus playoffs and championships for qualifying teams. Men's and Women's basketball is hosted on Friday evenings and runs for 3 seasons (Summer, Fall & Spring); each season provides 10 games plus playoffs and championships for qualifying teams. The wooden and metal baseball leagues are held on Sunday's and currently offer 3 seasons. Open-Play Volleyball is our current drop-in program for adults, we see a consistent average of about 225 participants monthly. Lastly, we offer Adult Sports special events, which provide a variety of opportunities for adults to compete, stay active and have fun.

Fiscal Year 23/24 Accomplishments:

- Conducted 3 seasons of Men's (3 divisions of 6 teams) & Co-ed (3 divisions of 6 teams) Softball. Over 100 softball teams registered across all seasons.
- Conducted 2 seasons of Men's (1 division of 6 teams) Basketball.
- Collected & reviewed over 180 field permit requests. After ensuring insurance requirements were met, we accommodated and processed over 150 field permits.
- Volleyball open play was offered every Tuesday evening at the Sports Center with over 2,400 drop-in participants.
- Ballin After Dark, our pick-up style basketball tournament was brought back by popular demand. We hosted 3 events that had a total of 130 participants.
- Our Sunday Men's Wooden Bat Baseball League had 24 teams registered this fiscal year (Renteria League).
- Our Sunday Men's Metal Bat League had 60 teams registered this fiscal year (Duron League).
- Partnered with SCMAF to host their organization's softball tournament, which had over 40 teams from all across the region.
- Created social media content (posts, stories & reels) and utilized the department's SMTF to promote new and upcoming programming.

Fiscal Year 24/25 Goals and Objectives:

- Host Adult Sporting Excursions (100 total participants)
- Cross collaboration with Girls Club House to host a Family Camp Night with Youth/ Adult Sports opportunities (Fall 2024)
- Create & commence Co-ed Volleyball League on Tuesday evening's (Fall 2024)

Proposed Performance Standards:	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>
Adult Softball teams	87	108	126
Men's Basketball teams	12	12	18

Field permits	100	125	150
Open Play Volleyball	2,200	2,500	2,800
Kickball teams	-	12	-
Hype video	-	1	2
Women's Basketball teams	-	12	18
Homerun Derby	-	15	-
Ballin' after Dark Events	1	3	3
Sporting Excursion	-	-	100 participants
Family Camp Night	-	-	15 families
Co-ed Volleyball League	-	-	3 seasons

TEEN PROGRAMS

PROGRAM DESCRIPTION

Teen Programs include events and activities sponsored by both the department and the Commission for South Gate Youth. Programming is for youth from 6th grade through High School.

Prior Year's Accomplishments FY 2023-24:

- Promote, organized and conducted a Teen Glow event at the golf course

Goals & Objectives for FY 2024-25:

- Establish and create designated Teen Space
- Reintroduce, reestablish, streamline the Teen Volunteer program
- Promote, Organize, & Run a Teen Event (Teen glow, Teen Town)
- Offer job fair/seminar in Spring/fall sessions for local teens

Performance Measures:

	22-23	23-24	24-25
• Attendance of teens at drop in program	0	0	1000
• Number of teen volunteer hours worked for Halloween and Easter Fest	0	150	150
• Number of Attendees at Teen workshops	0	0	50
• Number of Attendees at attending cultural or Theme based parks	0	100	150

CULTURAL ARTS

PROGRAM DESCRIPTION

Cultural Arts is a program base that will help enrich resident's life's through the presentation of performance art such as music festivals, poetry & plays as well as visual arts including the City's Art Gallery and Museum collections.

Prior Year's Accomplishments FY 2023-24:

- Had 120 artists submit artwork to be showcased in art exhibits.
- Had at least 55 vendors and 600 people attend the Annual Art Walk.
- Had 300 visitors enter the Museum throughout the year.
- Sought out by the Music Center to curate art workshops & marketplace for L.A. County Tree Lighting ceremony.

Goals & Objectives for FY 2024-25:

- Develop, curate, and open a museum exhibit in Spring of 2025.
- Build a list of artists of all ages/levels to be part of our open call process.
- Develop a volunteer program for our special events.
- Contract a teaching artist for youth art classes ages 4-6.
- Grow South Gate Art Club to have field trips with current students and alum.

Performance Standards:

- Have 300 people attend each art exhibit.
- Have 10 students in 4 art classes per quarter for a total of 160 students.
- Update digital finding aid once museum side is organized.
- Have at least 50 vendors/artists and 600 people attend the Art Walk.
- Have 400 visitors enter the Museum.

Performance Measures:	22-23	23-24	24-25
• Attendance of art exhibits (2 per year)	750	800	850
• Number of students in art classes (10 students x 4 classes x 4 quarters)	160	160	160
• Number of items in the Digital Finding Aide	200	200	300
• Attendance at the Art walk	700	600	600
• Vendors/Artist at the Art Walk	40	55	60
• Visitors at the Museum	200	300	400

GROUNDS MAINTENANCE

PROGRAM DESCRIPTION

Grounds Maintenance provides regular maintenance to all outside areas of City facilities including parks, sports fields, and landscaping at the Civic Center. This includes the proper and regular care of all turf, shrubs, trees, groundcovers, irrigation, including the safe and neat appearance of associated hardscape such as sidewalks, jogging paths, parking lots, courts and playgrounds.

Prior Year's Accomplishments FY 2023-24:

- Prepared, dragged, packed, & watered 10 ball fields for play 7 days a week.
- Mowed 9 golf greens & 1 putting green 3 times per week.
- Prepared Golf Course for play 7 days a week.(aerating, reseeding, weeding, maintaining bunkers, and tree care maintenance)
- Renovated all 10 baseball diamonds at SG Park.
- Trimmed 6.5 acres of shrubbery in planters bi-monthly at SG, Hollydale, and Cesar Chavez and State Street Park.
- Pressure washed all picnic areas weekly at SG, Hollydale, and Cesar Chavez Park.
- Maintained 191 acres of grass, trails, hardscape, & irrigation.
- Set up show mobile at special events as needed. (Christmas Parade, Car show, Street Fair, Posadas)
- Completed landscape projects in native gardens at Hollydale Regional Park.

Goals & Objectives for FY 2024-25:

- Continue with year two of vehicle replacement plan, look to upgrade capacity for electric vehicles.
- Install stationary trash cans at South Gate Park.
- Install flow sensor system for a recirculating main line irrigation system at South Gate Park.
- Create a two-year plan to transition from gas small, powered equipment to electric small powered equipment.
- Create a five-year plan to transition from diesel riding mowers to electric riding mowers.

Performance Measures:

	22-23	23-24	24-25
• Number of Baseball Fields renovated annually	10	10	10
• Number of acres of shrubbery trimmed quarterly (and replace landscape plants as needed)	6.5	6.5	6.5
• Number of Acres of grass, trails, hardscape, and Irrigation maintained	191	191	191
• Number of Golf Greens mowed 3 times a week (and prepared golf course for play 7 days a week)	10	10	10

• Number of times the show mobile is set up annually	4	6	6
• Renovate soccer fields in Hollydale Park annually.	8	8	8
• Number of hours annually to pressures wash all picnic areas weekly. Playgrounds, tennis courts, hand ball courts and the exterior of facilities will be pressure washed weekly.	1,040	1,040	1,040
• Number of hours annually to inspect all irrigation systems weekly, providing preventative maintenance and repairs as needed to keep all turf and landscaped areas green, safe and healthy.	520	520	520

FACILITY MAINTENANCE

PROGRAM DESCRIPTION

The Facility Maintenance Division is responsible for custodial service for all Department facilities and events, room set-up for department programs and outside uses of department facilities and for building security. The park buildings are available for use from 7:00 a.m. to 11:00 p.m. seven days a week.

Prior Year's Accomplishments FY 2023-24:

- Cleaned & inspected 7 public buildings & offices. Documented & maintained inspection sheets.
- Cleaned & supplied 65 outdoor & 60 indoor public restrooms once a day.
- Quarterly, polish & wax all floors at all 7 Park facilities.
- Provided over 3000 room setups for City activities, recreation programs, & private events
- Maintain ongoing relationship with various local volunteer organizations utilizing 20,000 hours of Community Service Worker hours to assist custodial/grounds maintenance staff

Goals & Objectives for FY 2024-25:

- Hire 4 additional Recreation Leader II hourly staff to provide maintenance & event monitoring.
- Repair 5 entrance doors to Auditorium.
- Replace damaged tables and chairs at all Park locations.
- Create and implement a storage plan for buildings throughout the Parks & Recreation Department.

Performance Measures:	22-23	23-24	24-25
• Polish & wax all floors quarterly at 11 facilities	10	10	11
• Number of facility room set ups for city activities Recreation programs/events and private events	3,000	3,000	3,000
• Number of community service worker hours to Assist custodial/grounds maintenance staff	8,000	20,000	20,000
• Supplied and Maintain interior restrooms daily	60	60	62
• Supplied and Maintain exterior restrooms daily	65	65	70

GOLF COURSE

PROGRAM DESCRIPTION

This activity provides for the maintenance, operation and programming at the City's 9-hole par 3 golf course. Programs include open play, lessons, tournaments, glow golf, Frisbee golf and concessions. The course is open seven days a week from 8:00 a.m. till dusk.

Prior Year's Accomplishments FY 2023-24:

- Provided 2,613 rounds of Adult Golf.
- Provided 418 rounds of Senior Golf special.
- Provided 91 Senior Golf passes. (10 rounds each card)
- Provided 183 rounds of Youth Golf.
- Provided 9 rounds of Golf to military members.

Goals & Objectives for FY 2024-25:

- Create and implement quarterly Youth Golf classes.
- Conduct a Golf tournament during the Azalea Festival, spring 2024.
- Host a Family Glow Golf tournament during Family Camp Night, summer 2024.
- Establish a partnership with local High School Golf programs to utilize our Golf Course as a practice site.

Performance Measures:

- Provide 3,000 rounds of golf.
- Register and provide instruction to 80 youth.
- Register 40 participants for Family Glow Golf tournament.
- Register 20 participants for Azalea Golf tournament.
- Provide 50 hours of High School practice time.
- Provide 3 outside Golf Tournaments with 20 players per tournament.

Proposed Performance Measures:	21-22	23-24	24-25
• Rounds of golf	2,839	2,613	3,000
• Youth rounds of golf	186	183	200
• Senior rounds of golf	398	418	500
• Number of sold Senior golf passes (10 rounds)	53	91	100
• Youth Golf Class participants	---	---	80
• Registered Tournament participants	0	0	60
• Registered Azalea Golf tournament participants	---	---	20
• Family Glow Golf participants	---	---	40
• High School practice time hours	50	50	50



*Parks & Recreation Commission Regular Meeting
November 9, 2023*

STAFF REPORT ITEM No. 3

To: Honorable Parks & Recreation Commission
From: Steve Costley, Deputy Director
Date: November 13, 2023

Subject: Annual Report on Implementation of the Parks & Recreation Master Plan

Recommended Motion: Motion to Approve and Report to City Council

Report Summary: A Parks & Recreation Master Plan for South Gate was approved by the Parks & Recreation Commission and adopted by the City Council in November 2008. As part of the implementation process for the Parks Master Plan, the Commission is required to report to the City Council annually as to the progress that has been made in achieving the goals that were outlined. The following report shows that progress. If approved, staff will forward the report to the City Council on behalf of the Commission.

This will be the last update report for the Parks & Recreation Commission on the Master Plan. After 15 years, the City Council has authorized a “New” Master Plan be developed for the Parks & Recreation Department that receives input from current residents and stakeholders and allows input from our ever-changing community. The RFP process and scheduling for the updated Master Plan will begin in 2024 and will involve the Parks & Recreation Commission in the process.

As for 2023 it was a busy year with pushing projects toward completion and finding funding for those items in the queue.

To this end, we have received substantial funding this year from several different sources, for several different projects. Some of the funding is directly tied to a single project, while other funding is able to be used on a variety of projects. Here is what we have received to date:

Project	Funding Source	Funding Received	Total Cost of Project
• Park Fencing	CDBG	\$1,453,000	\$2,073,000
• Hollydale Community	Prop. 68	\$4,158,942	
	Rendon Specific	\$2,000,000	\$6,158,942
• Circle Park	Measure A Comp	\$1,000,000	

	Measure A Annual	\$2,490,425	
	RMC Comp	\$2,000,000	
	Rendon Specific	\$400,000	\$5,890,425
• Urban Orchard	Prop. 68	\$1,900,000	\$27,000,000
• Auditorium Roof			
Sports Center HVAC	Rendon Specific	\$ 2,700,00	

Projects Completed in 2023

1. Hollydale Community Park

Projects In Process for 2023/2024

1. Circle Park Plans & Project – Completion: October 2024
2. Sports Center PA System – Completion: January 2024
3. Fencing Project – Completion: April 2024
4. Auditorium Roofing Project – Completion: TBD
5. Boy Scout Roofing Project – Completion: TBD

Goals of the Parks & Recreation Master Plan.

The Parks & Recreation Master Plan contains 133 individual recommendations for actions, improvements or projects to be implemented. This list was summarized into nine priority goals. Here is an update on the overall progress.

- 1. Replace existing restrooms in parks that have not had their restrooms replaced.**

New restrooms at State Street Park, South Gate Park and Circle Park have been completed.

- 2. Protect and upgrade existing facilities through allocation of resources including:**

Upgrades to existing facilities have been on-going throughout the entire process. These include renovation of the Auditorium, Swim Stadium, and Sports Center Roof as well as replacement of picnic areas and several playgrounds plus many more projects.

- 3. Develop and implement a specific plan for the eastern corridor of South Gate Park from Tweedy Blvd north to Southern Ave along Pinehurst St. to accommodate additional sports fields, an event plaza, a new Boy Scout Lodge, batting cages, revenue generating commercial sports facility, and associated additional parking.**

The addition of the Goals Soccer Center and Batting Cages has completed a portion of this goal. While a new “Scout Lodge” was conceived, it was not received well by the Boy Scouts.

- 4. Increase trails, open space and recreational opportunities on the west side through the following:**

Completed upgrades at Cesar Chavez Park and used the land on Southern Avenue to implement State Street Park.

5. **Expand teen opportunities in the community by including teen specific activities at the proposed events plaza, teen sports leagues and programs at the proposed sports center concession and the eventual establishment of a dedicated teen center.**

The new Teen Center was in full operation in 2016. A variety of teen centered programs have been offered but due in part to cultural changes, technology and Covid, the Teen Center was closed and Teen Programming has been slow to recover.

6. **Create a perimeter and internal trail system at South Gate Park to provide formal walking, jogging and exercise paths, pedestrian connections to all park venues from all parking areas, and a connection to a citywide trails system.**

The perimeter trail at South Gate Park has long been established. In 2016, at the recommendation of the Parks & Recreation Commission, dogs have now been allowed, on leash, on this perimeter trail expanding its existing uses.

7. **Replace existing Park Maintenance Yard in order to implement the recommended aggressive park maintenance program.**

While the overall Park Maintenance Yard was not replaced due to lack of space, renovations were completed for the roof and parking bays in the facility.

8. **Undertake refurbishment and recommended improvements to Hollydale Regional Park, renaming it Hollydale Community Park to reflect more appropriate context of its use.**

A site master plan was completed in 2016 for all three of the Hollydale Parks. We are currently in the process of completing renovation of Hollydale Community Park and Circle Park. Hollydale Regional Park has some preliminary plans, but lacks the overall funding to move forward.

9. **Expand swimming pool facilities to include new uses for revenue generation.**

Work on the repair of the roof and replacement of the existing skylights was completed in 2017. Hours were expanded to include 6 am openings and Friday usage.

Summary

Staff believes that the past fifteen years represent significant progress in achieving the goals of the Parks Master plan. Cities often take time and money to put together a Master Plan for their Parks & Recreation Department and after some initial “hoopla” the plan gets put in a binder and placed on a shelf never to be opened again. This is not the case for the City of South Gate. Our Master Plan has for fifteen years been a living, breathing, document that has been updated/revised every 5 years and become a fundamental planning tool for the Department. Our hope is that the next Master Plan provides as much guidance as this one has for the residents of South Gate.