



**MINUTES
CITY OF LAWDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – JULY 13th, 2020**

A. CALL TO ORDER AND ROLL CALL

Chairperson Woods called the WebEx hosted virtual meeting to order at 7:00 p.m..

Members Present: Daniel Woods, Chairperson
Christina Carroll, Vice Chairperson
Shirley Rudolph, Commissioner
Madonna Sitka, Commissioner
Erica Harbison, Commissioner

Members Absent: None

Others Present: Mike Estes, Director of Community Services

B. FLAG SALUTE

Chairperson Woods led the commissioners and those in attendance in the flag salute.

C. APPROVAL OF JUNE 22nd, 2020 MINUTES

Commissioner Rudolph made a motion, seconded by Vice Chairperson Carroll, to approve the minutes of June 22nd, 2020 as written.

Motion carries 5–0

D. PRESENTATIONS

None.

E. ITEMS FROM CITIZENS

None.

F. ITEMS FROM COMMUNITY SERVICES STAFF

1. 8th Annual Lawndale Blues Festival:

Director Estes reported the to the PRSSC that he will be taking an item to the City Council for approval on July 20th, 2020, that recommends cancellation of the 8th Annual Lawndale Blues Festival. This is due primarily to the existing COVID-19 pandemic and the Los Angeles County Safer at Home Order which identifies “events and gatherings” and “festivals” as higher risk activities that could encourage the spread. A secondary reason would be the fact that we

are less than two months away from the event date and we have lost our ability to functionally advertise and market the event. The City will not spend any funding for the event unless there is no doubt that the event will take place.

2. Park Status Report for Addams, Green and Rogers/Anderson Parks:

Director Estes informed the PRSSC that the City has been communicating with the Lawndale Elementary School District regarding opening up the school district-owned parks in the near future. Before the parks open, we will have to ensure that all areas that are off limits, such as, playground equipment, climbing features, designated picnic and gathering areas, fitness zones and other areas that encourage group gatherings, are sectioned off with caution tape, cones and delineators. Once the parks are opened, they will not be supervised, but will remain open primarily for exercise purposes and short visits by small groups of individuals fewer than 10.

3. Community Services Department Operations Report:

Director Estes informed the PRSSC of the following as it pertains to the Community Services Department operations: 1) due to the City's budget deficit going into FY 2020-21, fifty six (56) department employees were laid off effective July 1st, 2020, including three full-time employees; 2) only essential programs offered to seniors such as the Congregate Hot Meals Delivery and Meals on Wheels programs are operational; 3) it is very unclear when the community center will be allowed to open to the public or when we will be able to offer programs at the community center; and 4) it is very likely that this will be a flat year for the department as we don't have the staff necessary to return to offering the number of programs that we have in the past.

4. PRSSC Resolution for Expenditures Report:

Director Estes referred to the PRSSC Resolutions for Expenditures Spreadsheet that is used to track all purchases from the PRSSC Trust Fund Account since 2007. Director Estes reviewed each actual expenditure and those that have become null and void from FY 2019-20. The amount of funding approved by the PRSSC equaled \$20,153.50 for FY 2019-20.

5. Status of City Facility Reopening::

Director Estes reported to the PRSSC that the City was discussing the reopening of City facilities on an appointment basis with future plans to fully open prior to the recent increase in new cases and deaths in Los Angeles County as it relates to the COVID-19 pandemic. Due to the recent spike in cases and deaths, there are no plans in place as to when City facilities, not including the community center, will be able to open for appointments or to walk-in traffic. Community centers are still included in the Los Angeles County Safer at Home Order and categorized as "higher risk" recreational sites.

6. Status of August 24, 2020 Regularly Scheduled Meeting:

Director Estes reported to the PRSSC that he will be taking his annual vacation this year in August and will be unavailable to coordinate or facilitate the Monday, August 24th, 2020, regularly scheduled meeting. Director Estes reported that he will not have the luxury of assigning alternate staff to facilitate the meeting as has been done occasionally in the past due to the recent personnel changes in the department.

There was no discussion about this item and each of the five PRSSC members confirmed that the meeting could be cancelled.

G. PARK IMPROVEMENTS AND FACILITIES UPDATE

No report.

H. ITEMS FROM COMMISSIONERS

None submitted.

I. SPECIAL EVENTS UPDATE

7. Halloween Haunt, Saturday, October 31st, 2020, Lawndale Civic Center Plaza:

Director Estes reported the following to the PRSSC: 1) although still three and a half months away, there is no indication as to whether we will be able to have this event in October; 2) if we are able to have this event, the program may have to change substantially; 3) due to social distancing requirements, one event element that we may not be able to have is the Haunted Mansion which has been arguably the most popular element in previous years; and 4) it is possible that if we do have the event it may have to be a scaled back version.

In addition, Director Estes reported to the PRSSC that October 31st, 2020, falls on Saturday this year and there had been discussions amongst staff prior to the layoffs about having the event on Friday, October 30th, 2020. The purpose of this change would be to allow the trick-or-treaters to attend the event on Friday, October 30th, 2020, and freeing the children to go trick or treating on the actual date of Halloween, October 31st, 2020.

The PRSSC decided to discuss this at a later date and see what happens with the pandemic and the Los Angeles County Safer at Home Order. Some members expressed an interest in getting involved in the planning of the event due to the department's shortage in staff.

8. Angel Tree Lighting, Friday, December 4th, 2020, Lawndale Civic Center Plaza:

Director Estes reported the following to the PRSSC: 1) in 2019 the event was moved permanently to the first Friday in December; 2) because this is the busiest holiday weekend of the year for municipalities, Director Estes made a verbal commitment for the snow sled run and is on the vendor's calendar for 2020, so if the event happens, we will have some of the typical elements that have been popular to the event attendees in the past; 3) Director Estes will be reaching out to others as well such as the trackless train vendor in the near future; and 4) similar to the Halloween Haunt event, this event will also be a wait and see type of event.

J. MISCELLANEOUS

9. Individual Comments from Commissioners:

There were no comments by any of the PRSSC members.

K. AGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

- 10. 8th Annual Lawndale Blues Festival
- 11. Halloween Haunt Event, Saturday, October 31st, 2020
- 12. Angel Tree Lighting Event, Friday, December 4th, 2020

L. ADJOURNMENT

Chairperson Woods adjourned the meeting at 7:54 p.m. to a regularly scheduled meeting to be held on Monday, July 27th, 2020, via the Cisco WebEx teleconferencing platform.

Daniel Woods, Chairperson

Attest:

Mike Estes, Director of Community Services