



**MINUTES
CITY OF LAWDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – NOVEMBER 23rd, 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
Vice Chairperson Christina Carroll
Shirley Rudolph, Commissioner
Madonna Sitka, Commissioner
Erica Harbison, Commissioner

Members Absent: None

Others Present: Mike Estes, Director of Community Services

B. FLAG SALUTE

Commissioner Harbison led the commissioners and those in attendance in the flag salute.

C. APPROVAL OF NOVEMBER 9th, 2020 MINUTES

Commissioner Rudolph made a motion, seconded by Commissioner Sitka, to approve the minutes of November 9th, 2020, as written.

Motion carries 5–0

D. PRESENTATIONS

None.

E. ITEMS FROM CITIZENS

None.

F. ITEMS FROM COMMUNITY SERVICES STAFF

1. Report Regarding Holiday Decorations Status and Related Costs:

Director Estes reported the following to the PRSSC regarding the holiday decorations program: 1) C6 lights for the rooflines at the Community Center, City Hall and the Public Works Building have been installed; 2) all string lights, bows and lighted Garland have been delivered to the City and will be installed in the coming week; 3) the electrical

components are still being installed this week; and 4) at this point it looks like the final costs will settle at about \$7,000.00 give or take a few hundred dollars.

2. Youth Advisory Committee Appointments:

Director Estes informed the PRSSC that the committee completed its two-year term on September 30th and lost four members to graduation from high school. Since that time, the City has been advertising vacancies and encouraging potential appointees to apply for the new term beginning October 1st, 2020. Although applications trickled in slowly, the City recently got its fourth application. Therefore, the City will recommend to the City Council that each of the four potential new members be appointed at the December 7th, 2020 City Council meeting. The three remaining members who each have at least one year left on their term will be recommended for appointment as well giving the Youth Advisory Committee seven members for the new term. However, it is still unclear when the Youth Advisory Committee will be able to meet in the future due to the COVID-19 restrictions. I will be the liaison for the committee once it is safe to meet.

3. Dan McKenzie Community Garden Registrations, 2021 Growing Year:

Director Estes informed the PRSSC that the Community Services Department has begun taking registrations for the 2021 growing year which begins in January. Outside of the essential food delivery programs for seniors, this will be the only non-essential program being offered by the department. Applications are currently being accepted and once the application period has expired, the Community Services Department will begin allocating plots based on the program's priority system. The priority system of allocating plots is as follows: 1) returning senior resident gardeners (62+); 2) returning non-senior resident gardeners; 3) new senior resident gardeners (62+); 4) new adult resident gardeners; and 5) non-resident adults.

There were a few questions about the priority registration system.

4. Status of Lawndale Beat Fixed-Route Transportation System:

Director Estes informed the PRSSC that the Lawndale Beat Fixed-route transportation system was suspended in May due to plummeting ridership as it relates to the COVID-19 pandemic. When the system returns to service, the City Council declared some time ago that the express route will be retired due to the fact that transportation options on the boulevard are plentiful. However, the residential route will remain in service once the system is safely authorized to operate. There have been discussions about the system returning in February; however, the return date still cannot be confirmed at this time due to the COVID-19 pandemic. The majority of riders are seniors who are the most vulnerable group of people as it relates to the COVID-19 pandemic.

5. New City Website Under Construction for January 20 Release Date:

Director Estes informed the PRSSC that the City recently entered into a contract for construction, training and implementation of a new website. The City's current website is approximately 25 years old and lacks that functionality that is necessary to satisfy the demands of the residents and staff. Once the website is up and running, each department will be responsible for maintaining its own webpages with updated information important to the community. Staff is currently constructing the website and attending virtual training sessions to learn how to maintain the new website once it is up and running. City staff will provide the City Council a preview at its January 20th, 2021 meeting with the hopes of going live on January 21st, 2021.

G. PARK IMPROVEMENTS AND FACILITIES UPDATE

No items.

H. ITEMS FROM COMMISSIONERS

None submitted.

I. SPECIAL EVENTS UPDATE

6. Angel Tree Lighting Virtual Countdown Event, December 8th, 2020:

Director Estes reported to the PRSSC that the City is putting together a virtual countdown event that will be recorded as a live onsite program with interviews and attendance by the City's City Council and Cable Television Department staff. The tree has been decorated and will be the centerpiece of the virtual countdown event. The virtual countdown will take place on December 8th at 6:00 p.m. and available to view via a number of sources, such as Channel 22 Cable Television and the City website.

J. MISCELLANEOUS

8. Individual Comments from Commissioners:

A number of commissioners wished everyone a Happy Thanksgiving!

K. AGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

- 1. Potential Donation to Lawndale Council PTA Holiday Baskets Program (January 11, 2021)**

L. ADJOURNMENT

Chairperson Woods adjourned the meeting at 7:38 p.m. to a regularly scheduled meeting to be held on Monday, December 14th, 2020, via the Cisco WebEx teleconferencing platform.

Daniel Woods, Chairperson

Attest:

Mike Estes, Director of Community Services