



**MINUTES
CITY OF LAWDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – NOVEMBER 9TH, 2020**

A. CALL TO ORDER AND ROLL CALL

Chairperson Woods called the WebEx hosted virtual meeting to order at 7:01 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 Sitka led the commissioners and those in attendance in the flag salute.

C. APPROVAL OF OCTOBER 26TH, 2020 MINUTES

Commissioner Rudolph made a motion, seconded by Commissioner Sitka, to approve the minutes of October 26th, 2020, as written.

Motion carries 4-0 (Vice Chairperson Carroll tardy)

D. PRESENTATIONS

None.

E. ITEMS FROM CITIZENS

None.

F. ITEMS FROM COMMUNITY SERVICES STAFF

1. Report Pertaining to Holiday Decorations Expenses:

Director Estes reported the following to the PRSSC regarding known expenses for the City's holiday decorations program: 1) the Community Services Department solicited bids from six vendors and two replied; 2) some of the others did not send a quote because the order was not large enough and others were simply unresponsive; 3) the expenses for the light strings, bows and garland will be approximately \$3,400.00; 4) costs for the electrical

components have not yet been determined; and 5) the lights, bow and garland are on order and expected in this week. Director Estes believes that the final costs including the electrical components will be in the neighborhood of \$7,000.00 give or take a few hundred dollars.

2. Discussion Pertaining to the 2020 Lawndale Blues Festival:

As discussed with the PRSSC at previously regularly scheduled meetings, Director Estes suggested that it would be a good idea to set the date, time and location for the 2021 Lawndale Blues Festival so we can get the bands that have already committed to playing in 2021 locked up with a commitment. Therefore, if other performance opportunities come up the bands will be able to say that they are already committed to playing in 2021.

After some discussion amongst the PRSSC, it was determined that the event should take place on the second Saturday of September as it has for five of the seven previous festivals. Due to other annual events in September, most importantly a large regional car show on the fourth Saturday in September, and the first Saturday in September being too close to the Labor Day holiday, the PRSSC chose September 11, 2021, at 11:00 a.m. at Jane Addams Park as the date, time and location. Time performance slots will be as follows: 11:00 a.m., 12:15 p.m., 1:30 p.m., 2:45 p.m. and 4:00 p.m. The bands committed to playing at the eighth annual event are as follows: 1) Shari Puerto Band; 2) SmackDaddy Blues Band; 3) Diana Rein; and 4) Guitar Shorty. It will be determined at a later date whether or not a fifth band will be solicited.

One commissioner commented that she would like to see the fifth band slot offered to Jim Osborne's band if a fifth band is added.

3. Proposition 6 Per Capita Grant Project Report:

Director Estes informed the PRSSC that the City Council approved the required California State Resolution at its November 2nd, 2020, regularly scheduled meeting. This opens the door for staff to begin working on the various grant applications and backup documentation required to complete the grant application packets. The project will be titled Recreation Facility Security Camera Replacement Project and will include replacement of existing cameras and the addition of extra cameras at the following five facilities: 1) Community Center; 2) Hogan Park; 3) Hopper Park, 4) McKenzie Gardens and 5) Rudolph Park.

The grant amount awarded to the City is \$177,952.00 plus a 25% City match amount of \$44,488.00 for a total grant amount of \$222,440.00. Initially it was thought that this project would have to take place as separate projects; however, after gathering informal cost estimates it is believed that all five facilities can be completed under the total Proposition 68 grant amount of \$222,440.00.

4. Status of December 28th, 2020 Regularly Scheduled Meeting:

Director Estes reported to the PRSSC that the second meeting in December, which traditionally falls within a few days of the Christmas holiday, is a date at which the PRSSC normally goes dark and does not meet. After some discussion, the decision to cancel the meeting was unanimous with all commissioners in attendance voting accordingly.

G. PARK IMPROVEMENTS AND FACILITIES UPDATE

No items.

H. ITEMS FROM COMMISSIONERS

None submitted.

I. SPECIAL EVENTS UPDATE

5. Field of Honor Flag Display “Honoring Military Veterans”:

Director Estes reported to the PRSSC that the program will take place this year; however, at a reduced level. The City will not be partnering with Colonial Flag Company as in years past as they are not active due to the COVID-19 pandemic. Therefore, the City will coordinate an abbreviated program to take place on Tuesday, November 10th and Wednesday, November 11th with program take down occurring on Thursday, November 12th.

Flag purchases can be made via the City’s website for those that want to dedicate one or more to those that served. For the balance of the field, flags currently in the City’s possession that have been donated to the City from those in the community in years past will be used to round out the field. The field will be lighted as well for nighttime viewing.

6/7. Status of 2020 Angel Tree Lighting Event and Santa Sleigh Program:

At the request of Director Estes, Chairperson Woods allowed items 6 and 7 to be merged as the reports are very similar in nature.

Director Estes reported to the PRSSC that an agenda item was taken to the City Council on November 2nd, 2020 suggesting cancellation of both events due to State and County restrictions as it relates to the COVID-19 pandemic. The City Council agreed with staff’s recommendation to cancel both events. However, based upon the suggestion of one Councilmember and discussions that had taken place before, the City is looking into a virtual event for the Angel Tree Lighting Event and a special message from Santa from the South Bay 25 Club. Both virtual efforts will be aired on Channel 22 cable television on dates to be announced later.

J. MISCELLANEOUS

8. Individual Comments from Commissioners:

One commissioner mentioned that the lights at William Green Park have not been placed on a timer. Director Estes mentioned that he would take a look at the situation and make sure it gets rectified.

In addition, the same commissioner asked questions about staffing at the school district-owned parks and mentioned that there is no trash receptacles in the parking lot at William Green Park which has led to an increase in trash in the parking lot.

Director Estes informed the PRSSC that staff is roving the six parks on weekends and afternoons. In addition, Director Estes mentioned that he would check on the provision of trash receptacle(s) at William Green Park.

One commissioner mentioned that she is looking forward to the time at which the PRSSC can meet face-to-face.

Director Estes read a letter of thanks to the PRSCC from the Lawndale Council PTA Holiday Basket coordinators. The purpose of the letter is two-fold: 1) to thank the City for its latest donation and other donations in the past; and 2) to inform the PRSSC and others that the program will not be soliciting donations for the 2020 program due to the ongoing COVID-19 pandemic.

In a separate letter, the Holiday Basket Coordinators mentioned that they are discussing the possibility of facilitating a drive thru event at which families can pick up their holiday baskets.

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 7:58 p.m. to a regularly scheduled meeting to be held on Monday, November 23rd, 2020, via the Cisco WebEx teleconferencing platform.

Daniel Woods, Chairperson

Attest:

Mike Estes, Director of Community Services