



**MINUTES  
CITY OF LAWDALE  
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION  
REGULAR MEETING – OCTOBER 12, 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  
Shirley Rudolph, Commissioner  
Madonna Sitka, Commissioner  
Erica Harbison, Commissioner

Members Absent: Vice Chairperson Christina Carroll

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 OCTOBER 12<sup>th</sup>, 2020 MINUTES**

Chairperson Woods made a motion, seconded by Commissioner Rudolph, to approve the minutes of October 12<sup>th</sup>, 2020, as written.

**Motion carries 4–0** (Vice Chairperson Carroll absent)

**D. PRESENTATIONS**

None.

**E. ITEMS FROM CITIZENS**

None.

**F. ITEMS FROM COMMUNITY SERVICES STAFF**

**1. Holiday Decorations Order List:**

Director Estes reported the following to the PRSSC regarding the holiday decorations program: 1) the initial plan is to light trees at intersections along Hawthorne Boulevard with LED string lights between Rosecrans Avenue to the north and Redondo Beach Boulevard to the south; 2) we are targeting about 95 palm trees and miscellaneous trees; 3) in addition the City plans to decorate the four monument signs at Hawthorne Boulevard north and south and Manhattan Beach Boulevard east and west with colorful Garland and

complementary lighting; 4) the City also desires to light the roof lines of City Hall and the Community Center; 5) a number of trees along Lawndale Way and Burin Avenue in front of City Hall and the Community Center are included in the decorating plan; and 6) Director Estes reviewed the electrical plan being considered for Hawthorne Boulevard as well. Director Estes assured the PRSSC that only the amount of funds necessary will be used and thanked the PRSSC for trusting staff with the funds to make this happen.

**2. Potential Expenditure: Holiday Decorations for Hawthorne Boulevard:**

Director summarized the attached staff report for this item with the PRSSC and reviewed the decorating plan a second time with the PRSSC. In addition, the PRSSC Purchasing Resolution 1085-20 for this item was attached for the PRSSC's perusal as well. After some discussion, the PRSSC made the following concerning comments about the project:

- Are you sure that this plan will work?
- Will the lights need to be turned on and off each day?
- Why does the City not have a budget for the electrical expenses?
- Conduit should be underground per code.
- Battery packs should be installed high enough above ground so people cannot get to them.
- Do you know how much we have in the PRSSC Fireworks Trust Fund account?

After the discussions, Chairperson Woods made a motion, seconded by Commissioner Sika, to approve PRSSC Purchasing Resolution 1085-20 for a not to exceed amount of \$15,000.00.

**Motion carries 4-0** (Vice Chairperson Carroll absent)

**3. Discussion Regarding 2020 Lawndale Council PTA Holiday Baskets Program:**

Director Estes reminded the PRSSC that traditionally the PRSSC donates to the Lawndale Council PTA Holiday Baskets Program in November and February. One commissioner mentioned that there was an upcoming meeting at which time they will discuss the direction of the program while another suggested that we make contact with the school district to learn of the status of the program.

Director Estes informed the PRSSC that he would make contact with the school district and find out status of the program and report back to the PRSSC. If the program is operational, we could have a purchasing resolution ready for approval at the November 16<sup>th</sup> meeting which should be plenty of time to donate to the program if the program is going to be operational for 2020.

**4. Discussion Pertaining to 2021 Lawndale Blues Festival:**

Director Estes suggested to the PRSSC that basic details for the 2021 Lawndale Blues Festival could be discussed at a meeting in the near future. In addition, Director Estes reminded the PRSSC that once the 2020 event was cancelled the four bands committed to play at the festival confirmed their desire to play at the 2021 event. By confirming a date and time, this will help us to retain each of the four bands for the 2021 event. Director Estes expects this to be brought to the PRSSC at the second meeting in October or sometime in November. It was suggested by one commissioner that this could be put on the agenda for next meeting.

**5. Status of December 28<sup>th</sup> Regularly Scheduled Meeting:**

Director Estes reminded the PRSSC that traditionally the second meeting in December has been cancelled due to the holidays. As well, Director Estes mentioned to the PRSSC that there are two options if the PRSSC wants to address this: 1) cancel the meeting altogether; or 2) reschedule the meeting for another date such as, December 21<sup>st</sup>, a night that City Council has chosen to not have a meeting.

After some discussion, the majority of the PRSSC decided to keep the meeting on the schedule in case there is business that needs to be taken care of. Director Estes informed the PRSSC that he will include this item on the list of “Agenda Items for Future Regularly Scheduled Meetings” in case the PRSSC wants to consider cancelling the meeting at a later date.

**G. PARK IMPROVEMENTS AND FACILITIES UPDATE**

No items.

**H. ITEMS FROM COMMISSIONERS**

None submitted.

**I. SPECIAL EVENTS UPDATE**

No items.

**J. MISCELLANEOUS**

**1. Individual Comments from Commissioners:**

One commissioner mentioned that a lot of trash has been accumulating at the William Green Park/School Parking Lot and there are no trash receptacles.

**K. AGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING**

- 1. Potential Cancellation of December 28<sup>th</sup>, 2020 Regularly Scheduled Meeting**
- 2. Proposition 68 Grant Project Update**

**L. ADJOURNMENT**

Chairperson Woods adjourned the meeting at 7:59 p.m. to a regularly scheduled meeting to be held on Monday, October 26<sup>th</sup>, 2020, via the Cisco WebEx teleconferencing platform.

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Daniel Woods, Chairperson

Attest:

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Mike Estes, Director of Community Services