



**MINUTES  
CITY OF LAWDALE  
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION  
REGULAR MEETING – APRIL 26<sup>th</sup>, 2021**

**A. CALL TO ORDER AND ROLL CALL**

Vice Chairperson Martinez called the WebEx hosted virtual meeting to order at 7:01 p.m.

Members Present:                    Jessica Martinez, Vice Chairperson  
   Christina Carroll, Commissioner  
   Daniel Woods, Commissioner

**Note:** There are two vacant seats due to recent resignations

Members Absent:                    None

Others Present:                    Mike Estes, Director of Community Services

**B. FLAG SALUTE**

Commissioner Carroll led the PRSSC and those in attendance in the flag salute.

**C. APPROVAL OF APRIL 12<sup>th</sup>, 2021 MINUTES**

Commissioner Woods made a motion, seconded by Vice Chairperson Martinez, to approve the minutes of April 12<sup>th</sup>, 2021, without corrections.

**Motion carries: 3-0** (Two vacant seats)

**D. PRESENTATIONS**

None scheduled.

**E. ITEMS FROM CITIZENS**

None.

**F. ITEMS FROM COMMUNITY SERVICES STAFF**

**1. Discussion Pertaining to PRSSC Fireworks Stand for 2021:**

Director Estes reported to the PRSSC that there is a May 6<sup>th</sup> deadline to submit the next phase of City-required documentation such as: 1) a property plot plan; and 2) documentation from the property owner allowing use of the PRSSC's selected property. The introduction of the TNT representative, Maria Ortiz, to the CVUSD point of contact has taken place. Dates of operation will be June 28<sup>th</sup> through July 4<sup>th</sup>. The PRSSC, currently consisting of 3 commissioners, discussed commitment, operational hours and the feasibility of proceeding with the 2021 fireworks stand. It was acknowledged that two commissioners are required to be physically present in the booth at all

times the booth is operational to monitor collection, storing, counting and depositing revenues. The possibility of facilitating a fireworks stand is contingent on appointment of additional commissioners as soon as possible. Director Estes suggested that further discussions take place at the PRSSC's next regularly scheduled meeting on May 10<sup>th</sup>, 2021.

**2. Discussion Pertaining to PRSSC Fireworks Stand Operational Hours:**

Director Estes and the PRSSC determined that the best course of action would be to continue this item at the May 10<sup>th</sup>, 2021 regularly scheduled meeting. This will allow for additional time to potentially fill the two vacant seats with new members that can provide the necessary assistance in overseeing the day-to-day operations of said fireworks stand. Due to one commissioner being out of town during the fireworks sales window (June 28<sup>th</sup> – July 4<sup>th</sup>), the number commissioners available to provide physical oversight of the stand equals two.

**3. Discussion Pertaining to Holiday Street Pole Banners for 2021:**

Director Estes reported to the PRSSC that he conducted a pole count of street light poles on both curbsides of Hawthorne Boulevard between Rosecrans Avenue and Artesia Boulevard. Each side of the boulevard consists of 34 street light poles for a total of 68. Director Estes will conduct a full count as well as acquire a real cost from the preferred vendor prior to the May 10<sup>th</sup>, regularly scheduled meeting. The requested real cost estimate from the vendor will include the option of utilizing their services for year round banners to be displayed on the boulevard seasonally.

**4. Reopening of City Facilities (City Hall, Public Works and Municipal Services):**

Director Estes reported to the PRSSC that the City has announced it will reopen the following administrative buildings on Monday, May 24<sup>th</sup>, 2021, with the exception of the Harold E. Hofmann Community Center: City Hall, Municipal Services and Public Works buildings. Beginning May 24<sup>th</sup>, the reopened buildings will be open to walk-in traffic from 7:00 a.m. to 6:00 p.m. on a Monday through Thursday basis. There is no specific date as to when the City will reopen the Harold E. Hofmann Community Center, but speculation is that the facility may reopen in the fall. Reopening of the Harold E. Hofmann Community Center is contingent upon State Department of Health and the Los Angeles County Department of Public Health directives. Director Estes also reported to the PRSSC that the Los Angeles County, Lawndale Library is scheduled to open to the public on April 27<sup>th</sup>, 2021 with limited in-person services.

**5. Lawndale/LESD Vaccination Clinic Recap:**

Director Estes reported to the PRSSC that the City, in partnership with Lawndale Elementary School District, held a successful vaccination clinic that serviced 231 people with the first dose of the Moderna vaccine. Providence Little Company of Mary Hospital was the vaccine provider. Of the 231 vaccinations administered, approximately 102 were Lawndale residents. Director Estes also reported to the PRSSC that the second vaccination clinic, at which second shot doses will be administered, will be held on Friday, May 14<sup>th</sup>. Director Estes also informed the PRSSC that the City is attempting to confirm a second vaccination clinic to be held at the Harold E. Hofmann Community Center on May 21<sup>st</sup>, 2021 hosted by the Los Angeles County Department of Public Health. PRSSC members expressed their gratitude to the City and inquired about other ways the City could promote the upcoming event to the sub groups of the community that are not technologically savvy.

**G. PARK IMPROVEMENTS AND FACILITIES UPDATE**

No Items

**H. ITEMS FROM COMMISSIONERS**

**6. Discussion Pertaining to Street Pole Banners for 2021:**

Per advisement of Director Estes the topic of Street Pole Banners will be tabled for further discussion at a subsequent regularly scheduled meeting.

**I. SPECIAL EVENTS UPDATE**

**7. Memorial Day Event, May 31<sup>st</sup>, 2021:**

Director Estes reported to the PRSSC that the 2020 annual Memorial Day event was conducted virtually and included highlights from prior years and pre-recorded interviews with city officials and other elected officials representing Lawndale. Director Estes informed the PRSSC that he will be taking a report to the City Council at its May 3<sup>rd</sup> regularly scheduled meeting to seek approval to provide a virtual Memorial Day event to be aired on Monday, May 31<sup>st</sup>, 2021 at 9:00 a.m. via the City's Lawndale You Tube Channel and Lawndale CityTV Channel 22.

**8. Health, Safety and Pet Fair, June 12<sup>th</sup>, 2021:**

In June 2020, the annual Health, Safety and Pet Fair was cancelled due to COVID-19 restrictions as it pertains to large public gatherings. Director Estes informed the PRSSC that he will be taking a report to the City Council on May 3<sup>rd</sup> recommending cancellation of the event again this year and for the same reasons. The staff recommendation in the report will suggest that the Municipal Service Department conduct a mini-pet vaccination clinic on June 12<sup>th</sup>, 2021 pending confirmation from Dr. Kumar as to whether he will be available to administer pet vaccinations on June 12<sup>th</sup>. Pet vaccination appointments for the proposed clinic will be available via the Municipal Services Department.

**J. MISCELLANEOUS**

**9. Individual Comments from Commissioners:**

The PRSSC expressed concerns regarding the replacement of commissioners and the possibility of resuming in-person committee meetings. The commissioners inquired about the applicants on file that were not appointed and whether they could be reconsidered to fill the current vacancies.

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

**10. Discussion Pertaining to PRSSC Fireworks Stand**

**11. PRSSC Future Goals and Objectives for 2021-23 Term**

**L. ADJOURNMENT**

Vice Chairperson Martinez adjourned the meeting at 8:07 p.m. to a regularly scheduled meeting to be held on Monday, May 10<sup>th</sup>, 2021, via the Cisco WebEx teleconferencing platform.

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Jessica Martinez, Vice Chairperson

Attest:

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Mike Estes, Director of Community Services