



**MINUTES
CITY OF LAWNDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – MAY 24th, 2021**

A. CALL TO ORDER AND ROLL CALL

Vice Chairperson Martinez called the WebEx hosted virtual meeting to order at 7:00 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

Vice Chairperson Martinez led the PRSSC and those in attendance in the flag salute.

C. APPROVAL OF MAY 10, 2021 MINUTES

Commissioner Woods made a motion, seconded by Commissioner Carroll, to approve the minutes of May 10th, 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. Report Pertaining to Holiday and Year-Round Street Pole Banners:

Director Estes reported to the PRSSC that the City is favor of having year-round street pole banners posted on Hawthorne Boulevard that will highlight different seasons throughout the year with banner designs such as such: holiday, spring, patriotic and fall banners to be displayed per a banner posting and removal schedule to be developed at a later time. Director Estes identified the following process to be followed in the coming months to complete this project in time to post holiday banners in November: 1) soliciting cost estimates; 2) selecting a vendor; 3) completing the

designs; 4) soliciting City Council approval, if necessary; 5) going into production; and 6) posting the initial set of banners in the winter.

Director Estes suggested the following purchasing process and one that has been suggested and supported by the Public Works Department: 1) purchasing two sets of 60 banners for the winter and spring seasons for a total of 120; 2) purchasing an additional two sets of banners, or 120, at a later time to be displayed in the summer and fall months highlighting a patriotic theme for one set of banners and the fall season for the second set of banners. This process is preferred as opposed to the process of purchasing one set of banners at a time. This will allow the City to post street pole banners on a year-round basis the very first year beginning in November of 2021.

The first step in this process is for staff to solicit cost estimates for the banners and to secure the applicable funding through the use of the PRSSC Fireworks Trust Fund account.

2. Lawndale/LESD Second Dose Vaccination Clinic Report-:

Director Estes reported to the PRSSC that the City hosted the City of Lawndale/LESD second dose vaccination clinic facilitated by Providence Little Company of Mary Hospital on Friday, May 14th, 2021. On May 14th, 213 individuals received their second dose of the “Moderna” vaccine. Of the 213 individuals receiving the second dose vaccine, nearly half of them are residents of Lawndale.

3. Lawndale/Los Angeles County/Curative Vaccination Clinic, June 4th, 2021:

Director Estes reported to the PRSSC that the date of the clinic was inaccurately stated at the April 26th, 2021 PRSSC regularly scheduled meeting. Therefore, Director Estes confirmed that the actual date of the single-dose Johnson and Johnson vaccination clinic will be held on Friday, June 11th, 2021 at the Harold E. Hofmann Community Center parking garage for up to 150 individuals. The clinic will be facilitated by Curative, an approved Los Angeles County vaccination provider and will begin at 9:00a.m.

4. Discussion Pertaining to City and School District-owned Park Tours:

Per the PRSSC’s request to visit the City-owned and school district-owned parks sites as a means to allow the PRSSC to become more familiar with the facilities, Director Estes reported to the PRSSC that traditionally these tours have taken place in July due to the fact that the days are longer and the extended days work well with the PRSSC’s current meeting schedule and the tours can be taken in a rather unhurried manner. Director Estes mentioned to the PRSSC that there are six parks to tour and we may have to take two meeting nights to visit all six parks. Commissioner Woods suggested that the McKenzie Community Garden facility be added to the list of facilities to be visited as well.

5. 2021 Summer Lawndalian City Newsletter Report:

Director Estes informed the PRSSC commission that the first Lawndalian City Newsletter since spring 2020 and is projected to arrive in mailboxes of all resident and business addresses between June 2nd and June 5th. The summer 2021, 16 page newsletter, is the first of four issues to be produced quarterly over the next year. The issues will consist of City Department information and updates, recreation classes, COVID-19 updates and upcoming special event programs among other articles of interest and happenings in the City.

6. Water Bottle Filing Station Grant:

Director Estes reported to the PRSSC that the City of Lawndale has received grant funding from the West Basin Municipal Water District in the amount of \$1,000.00 for an indoor water bottle filling station to be installed at the Community Center second floor family room near the

existing drinking fountain. Last year this same grant partially funded the purchase and installation of four touchless water bottle filling stations that were installed at Rudolph and Hogan parks. Once the unit has been received, staff will solicit installation quotes for installation to take place in the late summer or fall.

G. PARK IMPROVEMENTS AND FACILITIES UPDATE

No Items

H. ITEMS FROM COMMISSIONERS

No Items

I. SPECIAL EVENTS UPDATE

7. Virtual Memorial Day Remembrance Program, May 31st, 2021 at 9:00 a.m.

Director Estes confirmed the City's plan to follow suit with the previously discussed Virtual Memorial Day Remembrance event. The virtual event will begin at 9:00 a.m. on Monday, May 31st, 2021. The virtual event will be comprised of pre-recorded video messages from Lawndale area representatives, Los Angeles Air Force Base personnel, Lawndale elected officials and video tape of previous displays of ceremonial activities such as raising of the colors, invocation, 21-gun salute and other traditional event elements. The virtual event will be aired on the City's Lawndale You Tube Channel and Lawndale CityTV Channel 22. The program will air at 9:00 a.m. on May 31st. and will repeat a number of times on May 31st and potentially throughout the week following.

8. June 12th Pet Vaccination Clinic and Registration Process:

Director Estes confirmed that the Municipal Services Department will facilitate a Pet Vaccination Clinic on Saturday, June 12th, 2021, to be held at the Municipal Services Department Outdoor Patio beginning at 11:00 a.m. The pet vaccination clinic will provide low-cost licensing and vaccinations for dogs only. The operations will be performed by local veterinarian Dr. Kumar and the licensing elements will be completed by staff. Vaccination and licensing appointments can be secured via telephone by contacting the Municipal Services Department. The City is optimistic that the Health, Safety and Pet Fair program will return in full force in 2022.

J. MISCELLANEOUS

9. Individual Comments from Commissioners:

The commissioners are looking forward to its return to in-person meetings in the latter part of June.

K. AGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

10. PRSSC Future Goals and Objectives for 2021-23 Term

11. PRSSC Reorganization, Tabled until there is a full, five person body

12. Year-round Street Pole Banner Program, On-going until Completed

13. 2021 Lawndale Blues Festival

14. PRSSC Group Photo for Website

L. ADJOURNMENT

Vice Chairperson Martinez adjourned the meeting at 7:56 p.m. to a regularly scheduled meeting to be held on Monday, June 14th, 2021, via the Cisco WebEx teleconferencing platform.

Jessica Martinez, Vice Chairperson

Attest:

Mike Estes, Director of Community Services