



**MINUTES
CITY OF LAWNDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – OCTOBER 11th, 2021**

A. CALL TO ORDER AND ROLL CALL

Chairperson Carroll called the meeting to order at 7:08 p.m. in the City Hall Council Chamber, located at 14717 Burin Avenue, Lawndale, California.

Members Present: Christina Carroll, Chairperson
 Jessica Martinez, Vice Chairperson
 Ignatius Lin, Commissioner

Members Absent: Sylvia Chavez, Commissioner
 Daniel Woods, Commissioner

Others Present: Mike Estes, Director of Community Services

B. FLAG SALUTE

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

C. APPROVAL OF SEPTEMBER 27th, 2021 MINUTES

Commissioner Martinez motioned to approve the September 27th, 2021 minutes without corrections, seconded by Commissioner Lin.

Motion carries: 3-0 (Commissioner Chavez and Commissioner Woods absent)

D. PRESENTATIONS

None scheduled.

E. ITEMS FROM CITIZENS

None Present

F. ITEMS FROM COMMUNITY SERVICES STAFF

1. Potential Expenditure, Giveaway Items for Halloween Haunt Special Event

Director Estes summarized the attached staff report for Resolution 1088-21 pertaining to the purchase of a Halloween giveaway item for children at the 2021 Halloween Haunt special event. Prior to the motion to approve, Commissioner Lin requested clarification concerning leftover supplies, distribution and/or proper storage of the items to be used at a later date. After a number of discussions, Commissioner Martinez motioned to approve PRSSC Resolution 1088-21, seconded by Commissioner Lin. Motion carries 3-0, 2 Commissioners absent.

2. Potential Expenditure, Donation to City for 2021 Holiday Decorations Program

Director Estes summarized the attached staff report for PRSSC Resolution 1089-21 and provided a summary of prior PRSSC purchases for the City Holiday Decorations program. Upon completion of the full reading and further discussions by the PRSSC, Chairperson Carroll motioned to approve, seconded by Commissioner Martinez. Motion carries 2-0-1, 2 commissioners absent.

3. PRSSC Street Pole Banner Project, Spring Designs Review

Director Estes informed the PRSSC that the Winter/Holiday street pole banners were due to be delivered to the City next week. Six Spring banner designs were presented for review, along with various color swatches to aide in color discussions and other banner draft revisions being made to the existing layouts. Present members of the commission expressed their favorite banners with minimal revisions but opted to halt further decision-making and discussion until a full commission is present. Revisions and the finalization of the Spring banners will resume at the PRSSC's next regularly scheduled meeting on October 25th, 2021.

G. ITEMS FROM COMMISSIONERS

4. PRSSC Fireworks Trust Fund Account, Master Funding Expense Plan

Commission Lin elaborated on his vision for a PRSSC Master Funding Plan by suggesting the development of guidelines and principles that would implement a spending and fundraising threshold. Some of the goals of the plan would be to bring more visibility to the South Bay through PRSSC collaborations and partnerships with the Lawndale businesses community. The collaboration could lead to heightened exposure on multiple social media platforms and increased awareness and attendance at PRSSC funded events.

H. SPECIAL EVENTS UPDATES

5. 2021 Halloween Haunt Event Update, Saturday, October 30th, 2021, 4:00 p.m.

Director Estes reported to the PRSSC that the 2021 Halloween Haunt event is on target to proceed as an outdoor event on Saturday, October 30th beginning at 4:00 p.m. Event activities will include the following: 1) a trick-or-treat trail; 2) costume contests for four separate age divisions; 3) a disc jockey for music and public address purposes; 4) stage entertainment such as a puppet show on the Show Wagon Mobile Trailer; and 5) a City Council and Special Guests welcome.

The PRSSC's giveaway item, Glow-in-the Dark necklaces, have been received. The number of Lawndale area businesses being recruited to participate in the Trick-or-Treat Trail is lower than expected, but the Community Services Department is optimistic things will pick up in the next few weeks. As well, food vendors are still being recruited. The opportunity for the Leuzinger High School Cooking/Kitchen program to participate in the event as a food vendor is being discussed as well.

Advertising for the Halloween Haunt program will continue to run via the City website, social media pages, flyers, and the electronic sign adjacent to the 405 freeway southbound lanes.

I. MISCELLANEOUS

6. Individual Comments from Commissioners:

Commissioner Lin would like to continue the conversation about an active funding plan for the PRSSC.

- J. ADGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING**
7. PRSSC Street Pole Banner Design Spring Banner Draft Review, Ongoing
8. Tours of City-owned and School District-owned Parks, To Be Determined
9. PRSSC Group Photo for Website, When Commissioner Chavez Returns

K. ADJOURMENT

Chairperson Carroll adjourned the meeting at 8:12 p.m. to a regularly scheduled meeting to be held Monday, October 25th, 2021, at the Lawndale City Hall Council Chamber located at 14717 Burin Avenue, Lawndale, CA 90260.

Christina Carroll, Chairperson

Attest:

Mike Estes, Director of Community Services