



**MINUTES
CITY OF LAWNDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – NOVEMBER 22ND, 2021**

A. CALL TO ORDER AND ROLL CALL

Chairperson Carroll called the meeting to order at 7:03 p.m. in the Harold. E. Hofmann Community Center, 2nd Floor Meeting Room, 14700 Burin Avenue, Lawndale, California.

Members Present: Christina Carroll, Chairperson
 Dan Woods, Commissioner
 Sylvia Chavez, Commissioner

Members Absent: Jessica Martinez, Vice Chairperson
 Ignatius Lin, Commissioner

Others Present: Mike Estes, Director of Community Services

B. FLAG SALUTE

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

C. APPROVAL OF OCTOBER 25th, 2021 MINUTES

Commissioner Woods motioned to approve the October 25th, 2021 minutes without corrections, seconded by Commissioner Chavez.

Motion carries: 2-0-1 (Vice Chairperson Martinez and Commissioner Lin absent, Chairperson Carroll abstained due to her absence on November 22nd, 2021)

D. PRESENTATIONS

None scheduled.

E. ITEMS FROM CITIZENS

None Present

F. ITEMS FROM COMMUNITY SERVICES STAFF

1. PRSSC Street Pole Banner Project, Spring Designs Update

Director Estes informed the PRSSC that the finalized Spring Banner Designs were sent to production this past week. Expected delivery is the first week of December, with an installation time frame on track for some time in February.

2. PRSSC Street Pole Banner Designs, Summer/Patriotic First Draft Review

Director Estes presented eight Summer/Patriotic street pole draft banner designs from Street Décor, the PRSSC's selected vendor. After some discussion by the PRSSC members, the PRSSC determined that they would make some very basic changes to the designs; however, will wait until the full PRSSC is present until additional changes to the draft designs are made at the next regularly scheduled meeting on December 13th, 2021. Director Estes confirmed with the PRSSC that he would submit the basic changes requested tonight to Street Décor and acquire additional design samples that are more closely related to summer aesthetics be presented at the next regularly scheduled meeting.

3. Santa Sleigh PRSSC Ride-Along Date, December 6th, 2021

Director Estes confirmed that the majority of the PRSSC were available to participate in the Santa Sleigh ride-along program the night of Monday, December 6th, 2021. Director Estes informed the PRSSC of the following as it relates to the Santa Sleigh ride-along dates: 1) meet at the Public Works Yard located at 4722 W. Manhattan Beach Blvd. at 5:30 p.m.; 2) Santa and his elves will dress at the yard; 3) the Santa Sleigh will depart the yard at approximately 5:45 pm. in order to be at the first stop at 6:00 p.m.; 4) the South Bay 25 Club has instituted a number of COVID-19 specific protocols such as mask wearing, social distancing and no sitting on Santa's lap among others; and 5) the same protocols will be in place for the City's Angel Tree Lighting event on Friday, December 3rd, 2021 at the Lawndale Civic Center Plaza.

4. Lawndale Council PTA Holiday Basket Program, Donation Request

Director Estes provided the annual Lawndale Council Parent Teacher's Association (LCPTA) donation letter to the PRSSC for review and consideration. Director Estes reported to the PRSSC that in 2020 the PRSSC sent a donation to the Lawndale Council PTA in November; however, the LCPTA informed Director Estes that additional donations are not being accepted in 2020 due to the level of donations being adequate to fund the 2020 program.

In year's past, the PRSSC has traditionally donated funding to the LCPTA for amounts as low as \$1,000.00 up to as high as \$5,000.00 twice per year in November and February. Director Estes confirmed with PRSSC that donation amounts are at the discretion of the PRSSC.

After some discussion about future donations and whether they will be needed, Director Estes suggested to the PRSSC that he contact the LCPTA as see if they are in need of any additional funding and report back to the PRSSC at its next regularly scheduled meeting on December 13th, 2021.

5. Status of December 27th, 2021 Regularly Scheduled Meeting

Director Estes reported the following to the PRSSC as it relates to the PRSSC's regularly scheduled meeting on December 27th, 2021: 1) traditionally the PRSSC has opted to forgo the 2nd committee meeting in December due to the fact that it is too close to the Christmas holiday; 2) typically there hasn't been any critical business to take care in December; 3) previous PRSSC bodies have cancelled the meeting going as far back as 15 years; and 4) the PRSSC may do one of the following: a) postpone the meeting; b) choose to meet on another night that week or subsequent week; or c) cancel the meeting entirely.

Director Estes also mentioned to the PRSSC that if they choose to meet that night, staff will be here to support the PRSSC's desire to meet on December 27th, 2021

Chairperson Carroll made a motion to cancel the regularly scheduled meeting of December 27th, 2021, seconded by Commissioner Chavez.

Motion carries: 3 – 0 (Vice Chairperson Martinez and Commissioner Lin absent)

G. ITEMS FROM COMMISSIONERS

None

H. SPECIAL EVENTS UPDATES

6. 2021 Halloween Haunt Event Recap

Director Estes provided the following details to the PRSSC regarding the 2021 version of the Halloween Haunt special event activity: 1) it is believed that the event drew a crowd of approximately 1,000 to 1,200 people; 2) Burin Avenue was so crowded at times that there was very little space at which people could move around freely; 3) members of the community and City agreed that the turnout was the best turnout seen for this event in many, many years; 4) Lawndale's first ever Trick-or-Treat Trail included approximately 20 Lawndale-based businesses, non-profits and City-affiliated entities; 5) the Trick or Treat Trail was extremely successful as the City contributed approximately 20 pounds of candy to the trick-or-treaters in addition to the candy that the participating organizations contributed; 6) scheduled activities included: a) take home pumpkin decorating; b) arts and crafts; c) costume contests for all ages; d) face painting; e) a balloon twister; f) carnival style games; g) food vendors; h) disc jockey; i) free glow-in-the-dark necklaces and other activities that made for a tremendous night for those in attendance; 7) a number of volunteers from the Leuzinger High School Key Club were onsite to assist staff with the operational elements of the event; and 8) a 2-minute recap of the event was made possible by the Lawndale CityTV Channel 22 cable television staff that was aired on Lawndale's You Tube Channel which got well over two hundred views.

7. Field of Honor Flag Display Event Recap

The traditional Field of Honor Flag Display, Honoring Veterans was in place for viewing from Wednesday, November 10th through Friday, November 12th at the City Hall Courtyard grass area. Community feedback was very positive; however, the community felt as though the flag display should have been kept up longer than three days as in previous years. The event was promoted by various means; however, the Lawndale CityTV cable team was able to put together a very nice event promotional video aired on the City's You Tube Channel.

8. 2021 Angel Tree Lighting Event Planning Update

Director Estes provided the PRSSC with a layout showing the set-up for the City's Angel Tree Lighting event scheduled for Friday, December 3rd from 4:00 p.m. to 8:00 p.m. Event elements will include: 1) a synthetic skating rink; 2) a two lane snow sled run; 3) a trackless train; 4) stage entertainment; and 5) a snow play area in addition to other play elements and food vendors that have been favorites in the community for many years. Santa will be the special guest of honor and will be available to the children for one-on-one visits starting at 6:00 p.m.

9. South Bay 25 Club, Santa Sleigh Program, December 6th – 16th, 2021

The date and time of PRSSC's commitment to the South Bay 25 Club Santa Sleigh Program has been confirmed as December 6th, 2021. Each night of the program, of which there are nine, will consist of different organizations riding on the Santa Sleigh and welcoming the children and community such as: Lawndale City Council, Lawndale Elementary School District Board of

Trustees, Rotary Club, and Lawndale Parks, Recreation and Social Services Commission among others.

I. MISCELLANEOUS

10. PRSSC Group Photo for City Website

Tabled to the next regularly scheduled meeting of December 13th, 2021.

11. Individual Comments from Commissioners

Director Estes reminded the committee of the Ethic's Training completion deadline of December 31st, 2021.

Director Estes updated the PRSSC about the blighted area of the City along Freeman Avenue approaching W 166th Street and leading to Hogan Park from the north. The area was recently included in the City's cleanup process and a follow up visit to the area revealed that illegally dumped furniture, rubbish and other miscellaneous items had been removed. Consistent cleanup for this area will be added to the City's regular cleanup schedule. However, there are other elements at the area of the City that could be replaced and or repaired.

J. ADGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

12. PRSSC Street Pole Banner Project, Summer/Patriotic Second Draft Review

K. ADJOURMENT

Chairperson Carroll adjourned the meeting at 8:01 p.m. to a regularly scheduled meeting to be held Monday, December 13th, 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