



**MINUTES  
CITY OF LAWNDALE  
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION  
MICROSOFT TEAMS VIRTUAL MEETING  
FEBRUARY 14<sup>TH</sup>, 2022**

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

Vice Chairperson Martinez called the meeting to order at 7:17 p.m. on the Virtual Microsoft Teams platform (No Physical Address)

Members Present:                    Jessica Martinez, Vice Chairperson  
    Sylvia Chavez, Commissioner  
    Dan Woods, Commissioner

Members Absent:                    Chairperson, Christine Carroll  
    Commissioner, Ignatius Lin

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 DECEMBER 13<sup>th</sup>, 2021 MINUTES**

Commissioner Woods motioned to approve the December 13<sup>th</sup>, 2021 minutes without corrections, seconded by Vice Chairperson Martinez.

**Motion carries: 3-0 (Chairperson Carroll and Commissioner Lin absent)**

**D. PRESENTATIONS**

None scheduled.

**E. ITEMS FROM CITIZENS**

None present.

**F. ITEMS FROM COMMUNITY SERVICES STAFF**

**1. PRSSC Street Pole Banner Designs, Summer/Patriotic, 3<sup>rd</sup> Draft Review**

Discussions resumed for the Summer/Patriotic Street Pole Banner designs. Eight designs were presented to the PRSSC for review. Favored designs were options 3, 4, 6, 7, and 8. The PRSSC agreed that they would like to see revisions for some of the designs. Color changes and additional accents were suggested for some of the lettering and background options to incorporate a variety of summer and patriotic concepts. The PRSSC agreed to continue further discussion at the next regularly scheduled meeting pending all commissioners are present.

**2. Potential Expenditure, Lawndale Council PTA Holiday Baskets Program**

Director Estes provided to the PRSSC Resolution 1090-22 for the Lawndale Council PTA Holiday Basket Program donation. The donation is in the amount of \$2,000.00 for sole use toward the PTA Holiday Gift Basket program. Vice Chairperson Martinez called for a motion.

Commissioner Chavez motioned to approve, seconded by Commissioner Woods.

**Motion carries, 3-0 (Chairperson Carroll and Commissioner Lin absent)**

**3. PRSSC Fireworks Stand Fundraising Program Update**

Directed Estes updated the PRSSC on the progress of the 2022 Fireworks stand fundraising program process. The preliminary documents and applications have been submitted and conversations have occurred with potential vendors: TNT and Phantom Fireworks. The Request for Proposal (RFP) has been made available to both TNT and Phantom Fireworks with a submission deadline of March 7<sup>th</sup> at 2:00 p.m. to the City Clerk's Office.

The RFP included a detailed list of items requested for booth operations from the potential vendors. Upon securing a vendor to contract with for the fundraiser, a location will be chosen to host the fireworks stand. In prior years, Director Estes has been in talks with the Centinela Valley Union High School District (CVUHSD) to secure a community rental rate and utilization of the Lawndale High School Performing Arts Theater parking lot space. Discussions are ongoing with CVUHSD to make arrangements to use the performing arts center parking lot the fundraising program in June/July 2022.

**4. 2022 Lawndale Blues Festival Event Planning**

Director Estes informed the PRSSC of the community service department's role in the planning of the 2022/9<sup>th</sup> Annual Lawndale Blues Festival. The PRSSC was encouraged to begin thinking about a date, time, and location at a previous meeting. The suggested date of the event has typically been the 2<sup>nd</sup> Saturday in September, to avoid neighboring community events and conflicting dates.

After some discussion, it was confirmed by the PRSSC that the date and location of the event will be Saturday, September 10<sup>th</sup>, 2022, at Jane Addams Park. A potential start time of 12:00 p.m. or 1:00 p.m. will be discussed at future scheduled meetings. Historically, four bands are scheduled to play, solidifying a start time for the event could allow for an additional band to be added to the line-up if desired.

Now that the PRSSC has confirmed the event date and location, we are now able to recruit bands and secure other services.

**5. Spring Outdoor Senior Fitness Classes, Coming in April**

Director Estes informed the PRSSC that the community services department is planning to start senior outdoor senior fitness classes beginning in April once instructors have been contracted with. Four to six classes could be offered for drop-in classes such as Tai Chi, General Fitness, Cardio and Chair fitness. The classes are expected to take place at Rudolph Park. The starting age minimum of 55+ or 60+ is still in discussion. Director Estes has made contact with two returning instructors that are excited about leading classes for the Lawndale Senior Community.

**6. Adjusted Park Hours for Unlighted Parks (WA, Hogan, Hopper, & Rudolph Parks)**

Updates were provided to the PRSSC about expanding park hours for the city and school district-owned parks that do not have facility lighting components. The updates have been made to the

City website parks and recreation facilities page. The park hours are expected to be adjusted again in March and will ultimately to reflect the same hours for all parks, lighted and unlighted, by early summer.

**G. ITEMS FROM COMMISSIONERS**

None

**H. SPECIAL EVENTS UPDATES**

**7. Lawndale Youth Day Parade Update**

Director Estes has been in discussion with various groups regarding the potential return of the annual Youth Day Parade event in 2022. Currently it is uncertain if the schools will be participating, which has typically made up 2/3 of the parade participants. Traditionally the parade occurs on the fourth or fifth Saturday in April. However, the four to six month preparation time typically allotted for planning the event is not available. There have been discussions about pushing the event back to other dates in May.

**I. MISCELLANEOUS**

**8. Individual Comments from Commissioners**

Commissioner Woods inquired about the grants and funding programs that have been annually awarded through the LA County Measure A program. Director Estes provided a status update on the potential amount and usage of the grant funds.

**J. ADGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING**

- 9. PRSSC Street Pole Banner Project, Summer/Patriotic Designs**
- 10. 2022 Fireworks Stand Fundraising Program Planning**
- 11. PRSSC Reorganization, (February 28<sup>th</sup>, 2022)**

**K. ADJOURMENT**

Vice Chairperson Martinez adjourned the meeting at 8:32 p.m. to a regularly scheduled meeting to be held on Monday, Monday, February 28<sup>th</sup>, 2022, to be held either at the City Hall Council Chamber located at 14717 Burin Avenue, Lawndale, CA 90260, or virtually on the Microsoft Teams Conference meeting platform.

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Jessica Martinez, Vice Chairperson

Attest:

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Mike Estes, Director of Community Services