



**MINUTES  
CITY OF LAWNDALE  
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION  
REGULAR MEETING – JUNE 28, 2022**

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

Vice Chairperson Lin called the meeting to order at 7:12 p.m. in the City Hall Council Chamber located at 14717 Burin Avenue, Lawndale, CA 90260.

Members Present: Vice Chairperson, Ignatius Lin  
Commissioner, Daniel Woods  
Commissioner, Sylvia Chavez

Members Absent: Chairperson, Jessica Martinez  
Commissioner, Christina Carroll

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 MAY 23, 2022 MINUTES**

Commissioner Woods motioned to approve the May 23, 2022 minutes as written. The motion was seconded by Commissioner Chavez.

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

**D. PRESENTATIONS**

None scheduled.

**E. ITEMS FROM CITIZENS**

None present.

**F. ITEMS FROM COMMUNITY SERVICES STAFF**

**1. Fall Street Pole Banners, Third Draft Designs Review:**

Director Estes provided attachments of the third draft designs for the PRSSC to review and suggest changes. In addition, Director Estes reported to the PRSSC that we are still okay on the production timeline; however, final decisions will have to be made at the PRSSC's July meeting in order to keep the fall banner posting schedule on time.

The following changes were suggested by the PRSSC members in attendance:

- The PRSSC determined that they would like to revert back to the second draft designs for future changes due to the fact that the third draft changes were not entirely what was expected.
- The PRSSC determined that they would like to see the second draft designs, numbers one and two as is, as well two versions of number 5, one as is and one with a burgundy background, return for consideration at the next meeting.
- In addition, the PRSSC determined that they would like to wait until the entire body is present before additional changes are made.

**2. Community Center Reopening:**

Director Estes reported the following to the PRSSC regarding the Harold E. Hofmann Community Center Reopening: 1) the Harold E. Hofmann Community Center Reopening Plan that was provided to the City Council recently was provided to the PRSSC as a discussion item; 2) Director Estes reviewed each section of the reopening plan with the PRSSC; and 3) since the HVAC system was recently repaired, there is nothing preventing the community center from reopening.

**3. Summer Contract Class Report:**

Director Estes provided 2022 Summer Recreation Class Brochure to the PRSSC and reviewed each of the programs being offered; 2) all class registrations, outside of the senior fitness classes, require online registration; and 3) the Community Services Department is completing all business as it relates to getting each of the class instructors under contract for FY 2022-23.

One PRSSC member inquired about the hourly wage paid to part-time employee in the Community Services Department with the thought being that a higher hourly wage may help attract more employee candidates.

Director Estes informed the PRSSC that it is very difficult for part-time employees to work only one job and survive. Each of the department's current part-time employees have second jobs and may not be available when needed.

**4. Future Regularly Scheduled Meeting on July 11/25 and August 8/22:**

Director Estes reported to the PRSSC that due to some family health issues, he would like to propose that the PRSSC consider meeting on alternate nights for a short period of time and when necessary. After some discussion, the PRSSC members in attendance were amenable to meeting on alternate nights. However, Vice Chairperson Lin mentioned that he will be away for the next two meetings due to a planned family vacation. In addition, Commissioner Woods is unclear about his status in the near future.

**G. ITEMS FROM COMMISSIONERS**

**5. PRSSC Status Report by Commissioner Sylvia Hathaway-Chavez:**

Commissioner Sylvia Hathaway Chavez informed the PRSSC that she has decided to resign from her seat because the schedule is very taxing on her and her family due to having two young children at home. When she originally applied for the PRSSC, she was unclear at what time the meetings would take place and assumed that the meetings would be after work; however, was not aware that the meeting would be so late in the day.

Commissioners Lin and Woods, as well as Director Estes, thanked Mrs. Chavez for her time on the PRSSC, her service to the community and wished her well in her future endeavors.

**H. SPECIAL EVENTS UPDATES**

**6. Memorial Day Remembrance, Veteran’s Memorial Wall, May 30 @ 9:00 a.m.:**

Director Estes reported the following pertaining to the Memorial Day Remembrance event on May 30: 1) it was nice to see Commissioners Chavez and Lin at the event; 2) it was a very nice event and attendance was approximately 95 attendees; 3) there were a number of great speakers; 4) Lieutenant Colonel Vance was the keynote speaker and acted very compassionately towards those on the Lawndale Memorial Wall and those in attendance; 5) area representatives Maxine Waters and Steven Bradford were in attendance; 6) the Lawndale JROTC performed the raising of colors and the 21-gun salute; 7) the event attendees enjoyed the free continental breakfast; and 8) Vice Chairperson Lin has a number of kind things to say about the event.

**7. Health, Safety and Pet Fair, June 18, 2022, Jane Addams Park, 10:00 a.m. to 2:00 p.m.:**

Director Estes reported the following to the PRSSC as it pertains to the Health, Safety and Pet Fair event on June 18: 1) the attendance was good at the event and the weather was very nice; 2) there were over 40 exhibitors and non-sales vendors at the event; 3) the free healthy snacks booth was a very popular element; 4) the Lawndale Mariachi Group has a great performance as well and drew a nice crowd; 5) there were hundreds of pet vaccinations and licenses processed; 6) the scavenger hunts for the children was popular as well; and 7) it was a good return for the first in-person event since June 2019.

**I. MISCELLANEOUS**

**8. Individual Comments from Commissioners:**

Commissioner Lin inquired about the status of the Recreation Facility Security Camera project and was provided a status report from Director Estes. At this time, the project is nearing the Request for Proposal (RFP) phase and a vendor should be chosen this fall. The project is due to be completed no later than March 2024 and is moving slowly due to a shortage of staff resources.

Director Estes also discussed another grant project that the City is moving forward with which involves a potential teen center/Municipal Services Department building and potentially a skate park.

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

**9. PRSSC Fall Street Pole Banners Project, Final Draft Review**

**K. ADJOURNMENT**

Vice Chairperson Ignatius Lin adjourned the meeting at 8:36 p.m. to a regularly scheduled meeting to be held on Monday, July 11, 2022, to be held at the City Hall Council Chamber located at 14717 Burin Avenue, Lawndale, CA 90260.

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Ignatius Lin, Vice Chairperson

Attest:

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Mike Estes, Director of Community Services