



**MINUTES
CITY OF LAWDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – SEPTEMBER 13, 2022**

A. CALL TO ORDER AND ROLL CALL

Chairperson Martinez called the meeting to order at 7:07 p.m. in the City Hall Council Chamber located at 14717 Burin Avenue, Lawndale, CA 90260.

Members Present: Chairperson, Jessica Martinez
 Commissioner, Daniel Woods
 Commissioner, Christina Carroll

Members Absent: Vice Chairperson, Ignatius Lin

Others Present: Mike Estes, Director of Community Services

B. FLAG SALUTE

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

C. APPROVAL OF SEPTEMBER 12, 2022 MINUTES

Chairperson Martinez made a motion to approve the July 11, 2022 minutes as written. The motion was seconded by Commissioner Woods.

Motion carries: 3-0-(Commissioner Ignatius Lin absent; one vacant seat)

D. PRESENTATIONS

None scheduled.

E. ITEMS FROM CITIZENS

None present.

F. ITEMS FROM COMMUNITY SERVICES STAFF

1. Fall Street Pole Banners Production Report:

Director Estes provided the following report to the PRSSC: 1) the sales order was attached for the members to review, which included costs and the two selected images for the fall version of the PRSSC Street Pole Banner Project; 2) the order has been received and checked for accuracy; 3) a service request has been submitted for installation as soon as possible; 3) it generally takes about three working days to get them all up; 4) this is the final set of banners for the PRSSC year-round street pole project; and 5) the final cost for the project is \$39,669.27, or \$5,330.73 below the budgeted amount of \$45,000.00.

2. Summer Recreation and Senior Fitness Classes Population Report:

Director Estes reported the following as it pertains to the 2022 Summer recreation class program: 1) the population matrix for the summer classes was provided to the PRSSC; 2) total enrollments in the summer classes were 262 individuals spread out over twenty one classes; 3) the highest enrollment total is for the Monday morning Yoga Fusion Senior Fitness Class totaling 9.5%, or 25 total students; 4) the highest program total is for the Monday and Wednesday evening Mexican Folklorico classes totaling 29.4%, or 73 students spread out over four classes; 5) the Community Services Department is pleased with the overall participation numbers for the first session of classes following the July 5, 2022 opening of the Lawndale Community Center; 6) the Community Services Department is anticipating that enrollment numbers will increase for the fall session beginning in late September and early October.

3. Fall Recreation and Senior Fitness Class Report:

Director Estes reported the following to the PRSSC as it pertains to upcoming 2022 fall recreation and senior fitness class session: 1) the PRSSC was provided the 2022 Fall Recreation Class Brochure which has been available to the public for over a week; 2) Community Services Department is offering a total of 47 recreation and senior fitness classes; 3) two new classes have been added to the senior fitness program; 4) Zumba Gold will be offered on Tuesdays at 8:00 am beginning September 27, and a second class will take place on Fridays at 2:00 pm beginning September 30; 5) outside of senior fitness classes, all classes must be registered for online; however, senior fitness class participants can register over the phone, on a walk-in basis, or online; and; 6) the brochure also includes community center hours, a listing of upcoming special events, and the traditional City resource page with facility, department and key telephone numbers.

4. PRSSC Expenditure, 9th Annual Lawndale Blues Festival Purchasing Resolution:

Director Estes reported the following to the PRSSC regarding costs for the 9th Annual Lawndale Blues Festival: 1) unfortunately the event was cancelled on Friday, September 9th, 2022 due to expected weather conditions; 2) the City was responsible for five expenses that could not be reversed as services were provided in four of the five cases; 3) the original budget for the event was \$12,235.00 from the PRSSC Fireworks Trust Fund account; 4) the City was responsible for \$1,600.00 for the following expenses that could not be reversed: a) \$645.00 for 2,500 hard copy post card marketing pieces; b) \$120.00 for letter changes to the two street banners; c) \$303.00 for three 3' x 6' fence banners for the City-owned parks; d) \$500.00 non-refundable band performance deposit for the Laurie Morvan Band; and e) \$32.00 for post card mailings to the bands; 5) a total of \$10,635.00 of the budgeted funds were not spent due to the cancellation of the event.

Director Estes provided the PRRSC Purchasing Resolution 1091-22 for consideration.

After some discussion, Commissioner Woods made a motion to approve PRSSC Purchasing Resolution 1091-22 for \$1,600.00 from the PRSSC Fireworks Trust Fund. The motion was seconded by Chairperson Martinez.

Motion carries: 3-0 (Commissioner Ignatius Lin absent; one vacant seat)

G. ITEMS FROM COMMISSIONERS

None Submitted

H. SPECIAL EVENTS UPDATES

6. 9th Annual Lawndale Blues Festival Event Report:

By permission of Chairperson Martinez, this report was combined with the report for item F4 as it pertains to the cancellation of the event.

I. MISCELLANEOUS

7. Individual Comments from Commissioners

There were no comments made by the PRSSC members in attendance.

J. ADGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

None submitted.

K. ADJOURMENT

Chairperson Martinez adjourned the meeting at 7:32 p.m. to a regularly scheduled meeting to be held on Monday, September 26, 2022 at 7:00 pm to be held at the City Hall Council Chamber located at 14717 Burin Avenue, Lawndale, CA 90260.

Jessica Martinez, Chairperson

Attest:

Mike Estes, Director of Community Services