



**MINUTES
CITY OF LAWNDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – SEPTEMBER 26, 2022**

A. CALL TO ORDER AND ROLL CALL

Chairperson Martinez called the meeting to order at 7:10 p.m. in the City Hall Council Chamber located at 14717 Burin Avenue, Lawndale, CA 90260.

Members Present: Chairperson, Jessica Martinez
 Vice Chairperson, Ignatius Lin
 Commissioner, Daniel Woods

Members Absent: 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 SEPTEMBER 13, 2022 MINUTES

Commissioner Woods made a motion to approve the September 26, 2022 minutes as written. The motion was seconded by Chairperson Martinez.

Motion carries: 2-0-1

(Vice Chairperson Lin (abstain); Commissioner Carroll (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 Installation Update:

Director Estes provided the following report to the PRSSC: 1) the fall banners have arrived and installation was recently underway; however, the bucket truck malfunctioned and the truck had to be taken in for repairs; 2) this will cause somewhat of a posting delay for the fall version of the street pole banners; and 3) the banners typically take three or four working days to install and take down the existing banners.

One commissioner had said he saw a downed banner on Hawthorne Blvd. between W. 149th and W. 147th streets. It was also suggested that the PRSSC, for future projects, consider purchasing 30' x 84' banners for improved visibility.

2. Fall Recreation and Senior Fitness Classes Registration Update:

Director Estes reported the following as it pertains to the 2022 Summer recreation class program: 1) the fall session of classes began today; 2) as of last Thursday registrations for the fall session were approaching 200; 3) we are hoping to build upon the 262 registrations/participants that were involved in the summer session; 4) Director Estes reviewed the entire roster of classes available with the PRSSC, which total approximately 47; and 5) Director Estes informed the PRSSC about the departments staff shortages and mentioned that we simply are not able to provide the level of customer service that we did pre-pandemic until we hire more employees or get our permanent full time Administrative Assistant and Recreation Coordinator positions filled.

3. PRSSC Santa Sleigh Participation Dates, December 5, 6, 7, 8 and 12, 2022:

Director Estes reported the following to the PRSSC as it pertains to upcoming 2022 Santa Sleigh program: 1) the South Bay 25 Club facilitates the Santa Sleigh program each winter; 2) the dates available are as follows: December 5, 6, 7, 8 and 14, 2022; 3) the South Bay 25 Club would like to know what date the PRSSC would like to participate; 4) after some discussion the PRSSC chose Wednesday, December 7, 2022 as the date to participate in the Santa Sleigh program; and 5) Director Estes will report the date chosen to the South Bay 25 Club and confirm the arrival details at another time.

4. PRSSC Halloween Haunt Participation Inquiry:

Director Estes reported to the PRSSC that the Halloween Haunt program will include the trick-or-treat trail. Lawndale's first trick-or-treat trail was at last year's event and it was a massive success with approximately 24 businesses and community organizations. Director Estes asked the PRSSC if they were interested in participating in the trail this year, doing a giveaway or participating in some other way. Each of the commissioners decided that they would not be able to participate in the event and would prefer to simply attend the event with their children. However, some offered to assist for a few hours if needed.

One commissioner suggested that more trick-or-treat bags need to be available this year. Director Estes reported to the PRSSC that we were surprised to get such large crowds last year and we simply ran out of bags.

5. PRSSC Expenditure, 2022 Holiday Decorations Program:

Director Estes reported the following as it pertains to the 2022 Holiday Decorations Program: 1) funds were not included in the City's 2022-23 fiscal year budget; 2) the PRSSC has traditionally funded this program for a number of years; 3) the City is requesting funding for replacement decorations to replenish those that were stolen, broken or ruined by the weather to decorate the four monument signs in the City; 4) the following items need to be replaced: a) four 24" velvet bows; b) 72, 26' strands of LED string lights; and c) 324 linear feet of holiday Garland; and 5) the Community Services Department has obtained quotes for this purchase and suggests that the purchases be made from the same vendor as in year's past – 1000Bulbs.com with the lowest price quote again this year.

Director Estes summarized the staff report related to this item and asked the PRSSC to consider the expense by either: 1) making a motion, seconding the motion and following up with a vote; or 2) allowing the item to die due to lack of a motion, lack of a second, or a less than a majority vote of those in attendance.

After some discussion, Commissioner Woods made a motion to approve PRSSC Resolution 1092-22. The motion was seconded by Chairperson Martinez.

Motion carries: 2-0-1

(Vice Chairperson Lin (abstain); Commissioner Carroll (absent); one vacant seat)

G. ITEMS FROM COMMISSIONERS

None Submitted

H. SPECIAL EVENTS UPDATES

6. Halloween Haunt Event, Monday, October 31, 2022, 4 to 8 pm, Civic Center Plaza:

This report was included with agenda item F4.

7. Angel Tree Lighting Event, Friday, December 2, 2022, 4 to 8 pm, Civic Center Plaza:

This item was tabled to a future meeting when more details will be available.

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 8: 13 p.m. to a regularly scheduled meeting to be held on Monday, October 10, 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