

RECREATION AND PARKS COMMISSION
MINUTES

Monday, January 13, 2020 – 7:30 p.m.
City Council Chambers

Chairman Woolwine called the meeting of the Recreation and Parks Commission to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

Led by Commissioner Woolwine.

ROLL CALL

Commissioners Present: Mathews, Woolwine, Haase, Dyson
Also Present: Stephany Santin, Recreation and Human Services Director; Nikki Sweeney, Recreation Program Administrator; Kim Nolan, Recording Secretary

APPROVAL OF MINUTES:

A. October 14, 2019 –

Correction:

III. Communication/Committee Reports

A. Friends of Gardena Willows Wetland – The Second Sunday Stroll scheduled for October 13, is on the Tongva Tribe covering the History of the Area.

Commissioner Hasse made a motion to approve the minutes with the correction above, Commissioner Mathews seconded the motion. The Motion was passed and carried.

B. November 11, 2019 – Commission meeting canceled due to the Veterans' Day Holiday

C. December 9 – no quorum

COMMUNICATION/COMMITTEE REPORTS

A. Friends of Gardena Willows Wetland

- a. The calendar for the willows has been updated. The department is assisting with flyers and marketing. The information was posted on the City Facebook account and will be included in the Live, Work, Play brochure. Commissioner Haase mentioned that the Willows got a part time naturalist. This is the first time they have had a paid employee for the Willows, and she thinks it is awesome.

UNFINISHED BUSINESS

A. In-Lieu Service Contracts – no updates

B. Facility Upgrades –

- a. NCC offices are 98 % completed. The NCC auditorium will be painted and the floors will be redone. There will be an RFP to add a new sunshade at Fukai Park and for upgrades at the Human Services Division.

C. Park Needs Assessments/Park Improvements –

- a. The city has applied for various grants and are waiting to see if they are approved.

NEW BUSINESS

A. Events to Attend –

- 1. Official pinning of Mike Saffell to Chief of Police at 10:00 am on Wednesday, January 15, 2020 at the Nakaoka Community Center.
 - i. Commissioners Woolwine and Mathews are attending.
- 2. Town Hall Meeting “Exploring the New Voting Experience” presented by Dean C. Logan,

Los Angeles County Registrar-Recorder/County Clerk at 6:30 pm on Thursday, January 16, 2020 at the Nakaoka Community Center.

- i. Commissioner Mathews will try to attend, Commissioner Woolwine declined.
3. The 47th Annual Dr. Martin Luther King Jr. Commemorative Celebration. The celebration will begin with the Youth Program at 7:00 pm on Friday, January 17, 2020, at the Nakaoka Community Center. The parade will be held on Saturday, January 18, 2020. Parade begins at 10:00 a.m. on Van Ness Avenue at Serra High School proceeding north to Rowley Park. Celebrations will continue at Rowley Park following the parade.
 - i. Commissioners Woolwine and Dyson declined; Commissioner Mathews will represent commission in parade
4. Black History Month "Afternoon in the Park", Saturday, February 29, 2020, from 10:00 a.m. to 3:00 p.m. at Rowley Park. Featuring food, entertainment, crafts and vendor booths, children's crafts and play area.
 - i. Seven colleges participating in battle of the bands. Will be vendors, participation from JROTC, youth classes. Commissioners Woolwine and Mathews will try to attend
5. Annual Cymbidium Orchid Show, Saturday, February 29, 2020, from 12:00 pm to 5:00 p.m. and Sunday, March 1, 2020, from 10:00 a.m. to 4:00 p.m. at the Nakaoka Community Center.
6. Annual Zen Nippon Airinkai Koi Show on Saturday, March 14, 2020, from 9:00 a.m. to 5:00 p.m. and Sunday, March 15, 2020, from 9:00 a.m. to 3:00 p.m. at the Gardena Civic Center.
7. State of the City, Thursday, March 19, 2020. Save the date. More details to follow.
 - i. Commissioner Woolwine will not attend.
8. Chess Tournament, Saturday, March 28, 2020, 9:00 a.m. to 3:00 p.m. at the Nakaoka Community Center.
 - i. Don Dear is working with Recreation staff for this event.
9. Easter Bunny Brunch, Saturday, April 11, 2020, at the Nakaoka Community Center from 8 a.m. to 10:00 am. Easter Egg Hunt begins at 10 a.m. on the City Hall Lawn. Puppet show begins at 10:45 am. Easter Egg Hunts will be held at Freeman, Rowley, and Fukai Parks beginning at 10 am.
 - i. Commissioner Woolwine volunteered to be the Easter Bunny. Need to contact him with details and confirmation.
10. This was not on the agenda, but Stephany mentioned that the department is planning a Casino night. There will be tables to blackjack. Chips will be given out that can be exchanged for raffle prizes. Might have Viva Las Vegas theme. Commissioners asked that "Casino" not be in the title for the event as it could be misconstrued. Staff will work on a name for the event.

RECREATION AND HUMAN SERVICES – ADMINISTRATOR'S REPORT

A. Staff Training

- a. Stephany reported that the department is focused on improving overall customer service as well as customer service at the front counter. The department is working with the police department to increase PD presence at the parks, as well as changing the uniforms to navy, simplifying reports (with electronic version), and enforcing rules and educating the community. Commissioner Mathews inquired about crime at the parks. Stephany explained the policing at the parks is in response to some minor thefts, nothing major, some graffiti. Some cell phones were stolen, and the hope is that the increased patrol at the parks helps to deter illegal activity.

B. Youth Sports

- a. Basketball is underway. Had a coaches meeting, practice starts today. Woody asked for a hard copy of the basketball schedule. He never did receive the schedule for flag football. He said to mail it, or he can pick it up.
- C. After School Program/Day Camp
- D. Excursions
- E. Halloween Activities, Thursday, October 31, 2019
 - a. Woody visited both Freeman and Rowley Parks. He felt that attendance was low, but it could have been a result of the time he arrived. Staff reported good attendance at both facilities as the evening progressed.
- F. Veterans' Day Memorial Service, Monday, November 11, 2019
 - a. Mathews, Woody, Haase attended. Reports that the program was excellent.
- G. Winter Wonderland, Tuesday, December 3, 2019
 - a. Program was really nice, but staff shared that during the tree lighting the lights came on, but then a fuse blew, and staff had to rely on the generator. Next year staff want to make some changes...more snow, less rides.
- H. Christmas Craft Show, Saturday, December 7, 2019
 - a. Terri attended. Was much smaller, but really good.
- I. Seniors Holiday Luncheon, Thursday, December 12, 2019
- J. Breakfast with Santa, Saturday, December 14, 2019
 - a. The event was combined with helping hands. Helping hands recipients enjoyed breakfast and activities.
- K. Helping Hands Program Distribution, Saturday, December 14, 2019
- L. Festival of the Performing Arts, Wednesday, December 18, 2019
- M. Stephany explained that Kathy Nelson is the point of contact to the commissions and will be providing information on events, schedules, flyers, etc. The department is also working on a Recreation software program. Everything is currently done by paper, and the department wants to offer online access to making reservations, registering for classes, etc. Staff hopes to have this completed by July. Woody asked that the Commission review the final decision for approval of the online program.

ORAL COMMUNICATIONS

- A. Nikki mentioned that there is a final farewell planned for JK and Lydia at the council meeting tomorrow evening. There will be a slide show presentation. For those who were interested in attending it was suggested to arrive about 7:45 pm. Woody will try to attend.

ADJOURNMENT

There being no further business, the meeting was adjourned. Motion made by Commissioner Haase, second by Commissioner Mathews. Motion unanimously carried. Adjournment at 8:05 p.m.

Respectfully submitted,

Kim Nolan
Recording Secretary