The monthly meeting of the Inglewood Parks and Recreation Commission was convened on Thursday, November 4, 2004, in the City Council Chambers, located on the 9th floor, of Inglewood City Hall. Commissioner Norma Smith presiding called the meeting to order at 6:03 p.m.

Roll Call

Present:

Commissioner Willie Agee – At Large Commissioner Cindy Giardina – District I Commissioner Norma Smith - Chairperson Commissioner Jamie Gutierrez – District III Commissioner Henry Brown – District IV

Staff:

Kevin Hawkins, Director, Parks, Recreation and Community Services Sandra Green, Administrative Secretary Arrick Turner, Senior Recreation Supervisor Patricia Bitker, Program Specialist Charlie Morgenstern, Park Construction Supervisor

APPROVAL OF MINUTES - October 21, 2004

A motion for approval of the minutes from October 21, 2004 was made by Commissioner Giardina and seconded by Commissioner Brown.

Public Comments

None.

Communications

None.

Director's Report

Kevin Hawkins, Director stated there was an addition to the minutes in response to Commissioner Smith's request. A template will be established to provide information of discussion topics for the following Commission Meeting.

Commissioner Smith stated a template would be appreciated.

Kevin Hawkins stated next time Commissioners receive the agenda packet, it should be better.

Recreation

Middle School Flag Football

The Inglewood Middle School football season began Monday, October 18 and will continue through Wednesday, December 8, 2004. There are six middle schools participating in the program. Each team is allowed 25 students per team. Games are played at Darby Park every Monday, Thursday and Friday at 4:30 p.m.

City of Inglewood Youth Flag Football Program

The youth flag football program, which consists of 5 Tom Thumb, 4 All American and 3 Pre teams began on Saturday, October 16 and will run through Saturday, December 11, 2004. All games are played at Darby Park. We have 13 teams participating with a total of 195 kids.

Holiday Tree Lighting Ceremony

The City will host its annual Holiday Tree Lighting Ceremony on Thursday, December 2, 2004 at 5:30 p.m. The event will take place at Inglewood City Hall-South Courtyard. The ceremony will include appearances by the Mayor and City Council Members, entertainment; refreshments for all and a special holiday visit by Santa.

Holiday Decorating Contest

Plans are underway for this year's holiday decorating contest. This contest is a citywide community effort that gives residents the opportunity to showcase their holiday spirit and creative talents. The contest is open to all Inglewood residents and block clubs. All entry forms are due by 5:00 p.m. on Wednesday, December 8, 2004. Judging will be conducted on December 15 and 16. All winners will be recognized at the first City Council meeting of the New Year.

Halloween Carnivals

On Friday, October 29, 2004, Rogers and Darby Parks held Halloween Carnivals. Darby Park had a tremendous affair for the younger children including new and exciting games for their enjoyment. Rogers Park catered to the older crowds as we too, introduced some new things, including an "Extreme Haunted House" and the "Fear Factor". Both locations served a total of 900 members of the community.

Commissioner Smith asked what is a Fear Factor.

Arrick Turner stated the room was set up with three different stages finding Roosevelt; witches brew; and warm delight.

Commissioner Agee asked who won the contest.

Arrick Turner stated prizes were given to all youth who were able to withstand the fear.

Commissioner Gutierrez stated youth from his school were talking about how great the Haunted House was.

Arrick Turner stated Jaime Johnson from Warner Brothers donated some special effects items to enhance the Haunted House.

Commissioner Gutierrez stated last year was my first experience with the judging of the Holiday Decorating Contest, and I did not know what to expect. I would like to have a map in advance of the route for this year's contest, so I would be able to do a pre-visit. Is it possible for me to knock on people's doors who I feel would qualify, and provide them with a flyer and encourage them to participate.

Kevin Hawkins stated I do not know if it is possible to provide Commissioners with a map that identifies participant's addresses, but we are able to provide a color district map to each Commissioner.

Commissioner Smith asked if Commissioner Gutierrez was asking if he could go ahead of time to see the decorated houses.

Commissioner Gutierrez stated I don't mind going ahead of time to talk to people.

Kevin Hawkins asked would it help if we provided about 35 Holiday Decorating Contest flyers to Commissioners.

Commissioner Smith stated yes this will be very helpful.

Commissioner Brown asked how are flyers being distributed? It was suggested to post flyers in the schools, because children will make sure that their parents get involved.

Kevin Hawkins stated I know they are distributed to all recreational facilities and to program participants.

Commissioner Brown stated I am glad that we are moving a month ahead with the Holiday Decorating Contest because we found out that there were a lot of lovely homes that submitted the application. District 1 does an outstanding job and other districts also need to be recognized, and get involved.

Human Services

Be Well Project

Patricia Bitker, Program Specialist stated a grant of \$43,379 was received from the U.S. Department of Health and Human Services/Administration on Aging for the Be Well Project, a nutrition and light exercise program at the Inglewood Senior Center. Due to the dramatic health improvement in the pilot we conducted last spring, we were one of 14 national demonstration grants awarded nationally. Orientations will be held on Tuesdays and Wednesdays at the Inglewood Senior Center.

Pilot Snack Program for After-School Programs

Patricia Bitker stated we are preparing an application to the State Department of Education for the pilot snack program, which will enable us to serve nutritious snacks to youth of 18 years of age and younger, who attend afterschool programs at Inglewood parks and school sites. Eligible applicants for this pilot are current sponsors of the free Summer Lunch program. We expect to receive approximately \$100,000 this school year to serve healthy snacks to 1,000 youth per day, 5 days a week. The estimated date for implementation is December 13, 2004.

Mural Restoration Project

Patricia Bitker stated we have submitted an application to the California Cultural and Historical Endowment for \$160,000 to assist in the restoration and interpretation on the Helen Lundeberg "History of Transportation" Mural Project. Over half of the 60 mural panels have been restored and are waiting attachment to a new wall in the Grevillea Art Park. On October 6, 2004, the first in a series of meetings was held between Parks, Recreation and Community Services, Public Works Department, landscape architects, and structural engineers to draw plans for the placement and building of the new wall and design of the Art Park.

On Sunday, October 17, 2004, a Celebration of the Progress of the "History of Transportation" Mural Restoration Project was held in the Inglewood Main Library. The youth involved in the Oral History Project presented a play they wrote and directed to an appreciative audience of approximately 50 persons.

This was followed by a reception and viewing of the exhibition the progress of the mural restoration, which will be on display through the month of October. Milton Brown videotaped the event and publicity is on the Inglewood web site and in several local newspapers, including "Inglewood Today".

Getting Around: Alternatives for Seniors Who No Longer Drive

Patricia Bitker stated five staff and volunteers from the Senior Center are being trained by the Center for Healthy Aging in Santa Monica, so that the Inglewood Senior Center can be part of the "Getting Around" Alternatives for Seniors Who No Longer Driver" Project. Ten sites around the Los Angeles area will be selected to offer support to older adults who have recently lost their drivers license or are at risk of losing their license, through counseling and referrals to transportation resources. An 800 number will be advertised and the callers from the Inglewood area will be referred to the Inglewood Senior Center.

3rd Annual Holiday Gift and Food Drive

Patricia Bitker stated Inglewood Senior Center's Care Management Program is coordinating their 3rd Annual Holiday Gift and Food Drive. This program is to benefit the senior citizens, disabled adults, caregivers (of elders and minor children) and their families. Communities that will be served include Inglewood, Lennox, Hawthorne, Ladera Heights, Baldwin Hills, and View Park.

Canned and other non-perishable packed food will be collected. Donation collection begins Monday, November 8 through Wednesday, December 10, 2004. Donation drop off locations are Inglewood Senior Center, City Hall (1st and 5th Floor), Darby Park, Rogers Parks, and Vincent Park. In addition to food, there will also be a "Gifts from the heart wall" where you can pick out a card with a person's name and purchase a gift for that individual. Unwrapped gifts can be turned in to any of the donation drop off sites.

Thanksgiving Lunch

Patricia Bitker stated a Thanksgiving luncheon will be held on Wednesday, November 21, 2004, for Senior Citizens and all Commissioners are welcome.

Commissioner Smith asked what time will the luncheon be held.

Patricia Bitker stated the luncheon will be held at noon.

Commissioner Agee stated I had lunch at the Inglewood Senior Center, and the food was delicious. I also spoke with some seniors, and they seem to be very happy about the lunch program. I would like to congratulate staff for their outstanding work.

Commissioner Gutierrez stated I am glad that the State Department of Education is granting funds for the Pilot Snack Program, because I have seen the kind of junk food students eat after school.

Commissioner Giardina asked Patricia Bitker if a phone number was available for the Getting Around: Alternatives for Seniors Who No Longer Drive Project.

Patricia Bitker stated no I do not have the phone number, but once we do a toll free 800 number will be advertised.

Commissioner Brown stated that Assemblyman Jerome Horton's Office sent out a notice that they are coordinating a turkey and a gift giveaway. If you have any seniors in need please inform Mr. Horton's office and let them know we are also having a gift giveaway for seniors.

Commissioner Smith asked if the Senior Center was still having the gifts from the heart drive.

Kevin Hawkins stated yes they are and Luz Napoles is coordinating this event. I especially like this component because you can give to the people who really don't like to ask for anything. Similar to the Mother's Day Giveaway, this really showcases the best the Department has to offer.

Parks Division

New Equipment

The Park Maintenance Section has taken possession of a new Toro 4000D ride on mower. This mower is replacing an existing 12-year-old mower that is no longer in operation. This new mower will allow the maintenance section to mow larger turf areas faster and better than in previous years.

Three new chipper units have arrived to Fleet Services. As soon as the equipment is checked in with the Fleet Services, they will be released to the Tree Maintenance Section.

Commissioner Agee stated that he saw the new Toro motor in operation. While in operation, it can barely be heard. What happens to the old equipment?

Charlie Morgenstern stated that the old equipment is auctioned off and proceeds go back into the City fund.

Park Construction

The Park Construction Section will be working jointly with Public Works on some in house improvement projects. Some of the current projects are the City Service Center landscape and Lockhaven Center renovations improvements.

<u>Projects</u>

The Darby Park Basketball/Skate Park is nearing completion. The contractor is doing some required patching of the concrete slab for water drainage. Once the patching is completed and accepted, and then the seal coat can be applied. Based on the project engineer's estimate the courts will be ready by the end of this month with the weather permitting for the seal coating.

Tree Maintenance

The regular tree maintenance schedule is being maintained as well as the Holiday tree trimming that will be conducted in all districts.

Weed-Spraying

The weed-spraying program is on-going throughout the City.

Commissioner Agee stated that he was glad to hear that the Skate Park will soon be completed.

Commissioner Brown asked if the Skate Park will have key driven and coating so it won't be vandalized?

Charlie Morgenstern stated the manufacturer will install a new drainage system, as far as growth on the field I really don't know. But the vendor said that bleach can be used and it won't change.

Norma Smith asked if we were getting coating or not.

Charlie Morgenstern stated we can get it anyway we want.

Kevin Hawkins stated we are trying to get the funding, so first things first. Once we receive the funding, we will make sure the graffiti issues are addressed.

Commissioner Giardina stated once the funding is in place, you can seek out the vendors and make the request.

Kevin Hawkins stated I don't believe the Skate Park Project will be completed until January, but the basketball courts will be completed this month.

Norma Smith stated we don't have contractors for all the parks.

Kevin Hawkins stated currently I don't think we have enough funding for all 3 parks. When we started the projects, the cost was much lower. Now years later, the cost has increased.

Norma Smith stated we were getting 3 Skate Parks.

Kevin Hawkins stated yes we are building one Skate Park at a time.

Commissioner Agee asked what kind of guarantee do we have on maintenance on the Skate Park.

Charlie Morgenstern stated 15 years.

New Business

None.

Unfinished Business

None.

Commissioner Brown made a motion to end the meeting.

Commissioner Giardina seconded the motion.

Meeting was adjourned at 7:01 p.m.

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