



**MINUTES
CITY OF LAWDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – AUGUST 12th, 2019**

A. CALL TO ORDER AND ROLL CALL

Chairperson Harbison called the meeting to order at 7:04 p.m. in the City Hall Council Chamber, located at 14717 Burin Avenue, Lawndale, California.

Members Present: Chairperson Erica Harbison
 Vice Chairperson Daniel Woods
 Commissioner Shirley Rudolph
 Commissioner Madonna Sitka

Members Absent: Commissioner Christina Carroll

Others Present: Mike Estes, Director of Community Services

B. FLAG SALUTE

Chairperson Harbison led the Commissioners and those in attendance in the flag salute.

C. APPROVAL OF JULY 8th, 2019 MINUTES

Commissioner Rudolph made a motion, seconded by Commissioner Sitka, to approve the minutes of July 8th, as written.

Motion carries 4–0 (Commissioner Carroll absent)

D. PRESENTATIONS

None.

E. ITEMS FROM CITIZENS

None.

F. ITEMS FROM COMMUNITY SERVICES STAFF

1. 7th Annual Lawndale Blues Festival:

Director Estes provided the PRSSC with the following updates as it pertains to the 7th Annual Lawndale Blues Festival: 1) staff has collected invoices from the bands so payment can be made to each of the band leaders the day of the event; 2) final confirmations have been sent to the food vendors and the sound system vendor; 3) all advertising elements have been completed; 4) the oversized post cards were finished recently and have been in distribution at

several locations inside and outside of the city; 5) the event webpage is in the process of being completed; and 6) information booths will not be included in the event this year due to a lack of space and an annual attendance increase in attendance.

There are still a number of odds and ends to take care before the festival such as getting maintenance and equipment lists together, and final communications with everyone involved.

2. Youth Advisory Committee Movie Night Report #1:

Director Estes reported to the PRSSC that due to a recent failure of the projector at the Community Center Main Event Room, that movie night #2 had to be cancelled. However, movie night #1 in June went very well. The movie shown was SHREK and there were approximately 40 individuals that attended the event. Drinks and snacks were provided by the staff and youth advisory committee members to all of the attendees. The Community Services Department was appreciative of the fact that the PRSSC moved to sponsor the event.

3. Fireworks Stand Volunteer Recognition Report:

Director Estes reported to the PRSSC that each of the fireworks stand volunteers were invited to the Volunteer and Sponsorship Recognition Dinner on August 8th. Not all of the volunteers were in attendance, but a number of them did attend the event. The event was held at the Alondra Park Country Club and there were many compliments about the food, and the venue was a nice change from the traditional community center venue used in years past.

4. Replacement Banner Posts at Hawthorne Boulevard North:

Director Estes provided a history of the banner post at the Hawthorne Boulevard north location on the northbound side of the street which was damaged in the winds back in March of 2019. Due to the damage, the banner post is unusable at this time and the City is down to three banner posts.

Director Estes mentioned to the PRSSC that the City would like to replace both banner posts at the Hawthorne Boulevard north banner post location. In addition, Director Estes mentioned to the PRSSC that the City does not have the funding for this project and it's not in the FY 2019-20 budget. The replacement of the posts is something that the City would like to complete at some point down the road so it can maximize its advertising capabilities on Hawthorne Boulevard for City special events.

After some discussion, the PRSSC mentioned that they would like to get cost estimates before making any commitments. Director Estes mentioned that he will make contact with one or two neighboring cities that have aluminum banner posts and see if he can get some information on product and installation costs at which time he will return to the PRSSC for more discussion.

5. Ethics Training Workshop:

Director Estes reported to the PRSSC that the mandatory ethics committee workshop will be held on Tuesday, August 20th, 2019, in the City Council Chamber. Those that can attend should drop in the evening of the training; RSVP's are not required. Those that cannot attend will be required to complete the applicable training online via the FPPC's website. In addition, those that do not attend the training session will be notified of the ways that they can become compliant and complete the mandatory meeting in some other way.

6. Status of August 26th, 2019 Regularly Scheduled Meeting:

Director Estes reported to the PRSSC that there is no business that needs to be taken care of at the August 26th, 2019 regularly scheduled meeting. Therefore, Director Estes suggested to the PRSSC that the meeting be cancelled.

After some discussion, the PRSSC determined that the August 26th, regularly scheduled meeting is to be cancelled.

Commissioner Sitka made a motion, seconded by Vice Chairperson Woods, to cancel the August 26th regularly scheduled meeting.

Motion carries 4-0 (Commissioner Carroll absent)

G. PARK IMPROVEMENTS AND FACILITIES UPDATE

No report.

H. ITEMS FROM COMMISSIONERS

None.

I. SPECIAL EVENTS UPDATE

7. Volunteer and Sponsorship Recognition Dinner:

Director Estes reported to the PRSSC that event went very well and the event was well attended. Typically there are approximately 65 volunteers and sponsors that come to the event; however, this year there were over 80 individuals in attendance.

The event was held at the Alondra Park Country Club on August 8th and there were a number of positive comments from the attendees about the food and the venue itself. Many said that they enjoyed the change in venue because they are at the community center virtually every day. Others mentioned that they felt as though they were going out for the night and enjoyed dressing up and going somewhere other than the community center.

J. MISCELLANEOUS

8. Individual Comments from Commissioners:

There were no comments made by any of the PRSSC members.

K. AGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

9. 7th Annual Lawndale Blues Festival

10. PRSSC Fireworks Booth Revenue Report

L. ADJOURNMENT

Chairperson Harbison adjourned the meeting at 7:44 p.m. to a regularly scheduled meeting to be held on Monday, September 9th, 2019, at the Lawndale City Hall Council Chamber located at 14717 Burin Avenue.

Erica Harbison, Chairperson

Attest:

Mike Estes, Director of Community Services