



**MINUTES
CITY OF LAWDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – JUNE 10, 2019**

A. CALL TO ORDER AND ROLL CALL

Chairperson Harbison called the meeting to order at 7:03 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

Commissioner Sitka led the Commissioners and those in attendance in the flag salute.

C. APPROVAL OF MAY 13th, 2019 MINUTES

Commissioner Sitka made a motion, seconded by Commissioner Rudolph, to approve the minutes of May 13th, 2019, as written.

Motion carries 4–0 (Commissioner Carroll absent)

D. PRESENTATIONS

None.

E. ITEMS FROM CITIZENS

None.

F. ITEMS FROM COMMUNITY SERVICES STAFF

1. PRSSC Fireworks Sales Stand Update:

Director Estes reported the following to the PRSSC regarding the status of the fireworks stand planning process: 1) we have been dealing with TNT Fireworks quite a bit as of late getting paperwork completed, discussing operational details and learning about volunteer training opportunities; 2) the training system includes a number of videos that each of the volunteers and commissioners should watch so we are all getting the same training; 3) Director Estes suggests

reserving some space in the community center so we can invite all of the volunteers to the community center and view the videos together; 4) at this time two Thursday nights are being considered: June 13th and June 20th; and 5) one commissioner watched the training videos and thought they were helpful.

There were other briefs discussions about the volunteer contact list and other related topics.

2. 60th Anniversary Celebration Planning Update:

Director Estes informed the PRSSC the following regarding the planning for the anniversary celebration: 1) City staff is working on the 60th Anniversary logo; 2) the City has made the second progress payment for the 3,000 square foot skating rink so the rink has been officially secured; 3) the City's FY 2019-20 Budget will be approved at the City Council meeting next Monday so the events will be funded; 4) staff will begin meeting regularly to plan out the schedule of events and happenings; and 5) staff will select memorabilia items that will be for sale to the public likely following the Labor Day holiday.

3. Potential Expenditure: Youth Advisory Committee Movie Night Series:

Director Estes provided the PRSSC with a staff report for this item and summarized the report accordingly. There were no discussions or comments pertaining to this item.

Commissioner Sitka made a motion, seconded by Commissioner Woods, to approve PRSSC Resolution 1077-19 for the not to exceed amount of \$1,000.00 for the Youth Advisory Committee Movie Night Series on the following nights at the Community Center Main Event Room: June 28th, July 26th and August 23rd.

There were no discussions pertaining to this item.

Motion carries 4 - 0 (Commissioner Carroll absent)

4. 7th Annual Blues Festival Post Card Review:

Director Estes provided the PRSSC with three versions of the post card draft and encouraged the PRSSC members to select one of the three drafts to work from. The majority of the commissioners preferred draft number three which is the version that staff will work from to make changes and eventually use to print the final post cards. In addition, Director Estes mentioned that staff is toying with the idea of producing 5" x 7" cards this year as opposed to the traditional 4" x 6" post cards that have been used in the past.

There are few changes that need to be made, such as: 1) the addition of the car show in the title; and 2) food vendors added to the back of the card where the location map is.

5. Health, Safety and Pet Fair Event Review:

Director Estes mentioned the following regarding the event this past Saturday: 1) this event was primarily a Municipal Services Department event with extensive support from the Community Services Department; 2) we had a serious bout of the June gloom from event start time until about 11:30 at which time the sun came out and it was quite warm for the remainder of the event; 3) there were approximately 40 vendors in attendance; 4) stage performances included a reptile show, fitness demonstrations and an anti-aging lecture from a local doctor from Prairie Medical Group; 5) the wading pool was opened up to the dogs at the event to play around in; 6) public safety agencies were in attendance such as the Los Angeles County Sheriff's Department and the Los Angeles County Fire Department; and 7) there were a

number of attractions for children such as the gigantic obstacle course, climbing wall, various competitive games and the ever-popular mechanical bull attraction.

Staff wants to develop some sort of system at which the traffic at the west end has a reason to travel to the east end of the park. If we can do that, we will have much larger crowds at the vendor's fair during the event. Other ideas such as: raffles, free giveaways and passport cards are all ideas that are being considered for next year.

6. New Recreation Coordinator for Community Services

Director Estes reported to the PRSSC that the Community Services Department recently filled its vacant Recreation Coordinator position. The position had been vacant for approximately 26 months since the previous Recreation Coordinator departed the City. Tony Lemonds comes from Mission Viejo and is able to bring different experiences, fresh eyes and lots of great ideas to the City.

G. PARK IMPROVEMENTS AND FACILITIES UPDATE

No report.

H. ITEMS FROM COMMISSIONERS

7. PRSSC Fireworks Sales Stand Volunteer Scheduling:

There were a number of brief discussions about the scheduling of commissioners for the fireworks booth and future scheduling discussions pertaining to the volunteers. The product delivery is preliminarily setup for Thursday, June 27th, between 4:00 p.m. and 6:00 p.m.

8. PRSSC Fireworks Stand Operations:

There were a number of discussions pertaining to the delivery of the product to the fireworks stand, opening of the fireworks stand, inspections, etc.

I. SPECIAL EVENTS UPDATE

No report.

J. MISCELLANEOUS

9. Individual Comments from Commissioners:

None.

K. AGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

10. PRSSC Fireworks Sales Stand Operations

11. 7th Annual Lawndale Blues Festival

12. PRSSC Fireworks Stand Volunteer Schedule

L. ADJOURNMENT

Chairperson Harbison adjourned the meeting at 8:08 p.m. to a regularly scheduled meeting to be held on Monday, June 24th, 2019, at the Lawndale City Hall Council Chamber located at 14717 Burin Avenue.

Erica Harbison, Chairperson

Attest:

Mike Estes, Director of Community Services