



**MINUTES  
CITY OF LAWDALE  
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION  
REGULAR MEETING – MAY 13<sup>th</sup>, 2019**

**A. CALL TO ORDER AND ROLL CALL**

Chairperson Harbison called the meeting to order at 7:01 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 Christina Carroll  
    Commissioner Madonna Sitka

Members Absent:                      None

Others Present:                      Mike Estes, Director of Community Services

**B. FLAG SALUTE**

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

**C. APPROVAL OF APRIL 22<sup>nd</sup>, 2019 MINUTES**

Commissioner Rudolph made a motion, seconded by Commissioner Sitka, to approve the minutes of April 22<sup>nd</sup>, 2019, as written.

**Motion carries 5–0**

**D. PRESENTATIONS**

None.

**E. ITEMS FROM CITIZENS**

None.

**F. ITEMS FROM COMMUNITY SERVICES STAFF**

**1. PRSSC Fireworks Stand Update:**

Director Estes reported the following to the PRSSC regarding the status of the fireworks stand planning process: 1) the contract issues that previously existed have been resolved; 2) the contract has been signed by TNT representatives and the City Attorney; and 3) the agreement will go to the City Council for approval on May 20<sup>th</sup>.

## **2. Youth Day Parade Review:**

Director Estes reported the following to the PRSSC: 1) the event seemed to go very well and it seems to be getting better and better each year; 2) although a bit overcast early in the day, the weather was favorable to those marching in the parade along the long 2.2 mile route; 3) there were very few groups that dropped out of the parade and only a few no shows; 4) the spring extravaganza put on by the Lawndale Elementary School District was a tremendous addition to the event and all hopes are that we can continue the partnership for more than a few years; 5) once the parade ended, the extravaganza activity area was busy with many people visiting the various displays and attractions for the remainder of the afternoon; 6) the actual parade went very well too as there were few gaps, it ran very efficiently and finished at approximately 11:50 a.m.; 7) this is first time the parade has finished in under two hours; and 8) it is unfortunate that we lose so many parade participants from the school district because they have to return to Mark Twain Elementary School to get checked out.

Director Estes encouraged the PRSSC to comment about the event:

One commissioner mentioned that it was a great event and the spring extravaganza was fun and had lots of informational booths and other nice attractions. Between the stage activity and the spring extravaganza, there were lots of things going on.

One commissioner mentioned that he enjoyed the parade from the comfort of his home due to the fact that he was not needed as a driver.

## **3. 60<sup>th</sup> Anniversary Celebration Planning Update:**

Director Estes informed the PRSSC the following regarding the planning for the anniversary celebration: 1) the City has made a deposit for the 3,000 square feet skating rink that will be placed on Lawndale Way for a period of three days; 2) the City has been in discussions with the South Bay 25 Club to move the Angel Tree event to the first Friday in December, specifically December 6<sup>th</sup> as opposed to the traditional Monday night following the Thanksgiving; 3) if this were to happen it is likely that the Santa Sleigh program will run differently than in the past; 4) the skating rink would be free to the community and be open on Friday, December 6<sup>th</sup>, Saturday, December 7<sup>th</sup> and Sunday, December 8<sup>th</sup> along with other activities that have yet to be planned out; and 5) if this plan does not work out, another option may be to have the program on the weekend of December 13<sup>th</sup>, 14<sup>th</sup> and 15<sup>th</sup>.

Director Estes also mentioned that he believed the funding that will be approved by the City Council would be sufficient; however, mentioned that if more funding is needed, he may come to the PRSSC with a request for additional funding.

There were other brief discussions about the material that the skating rink is made of.

## **4. Youth Advisory Committee Movie Night Series:**

Director Estes apologized to the PRSSC for not having a resolution ready for approval at the meeting; however, mentioned to the PRSSC that a purchasing resolution would be available for consideration at the June 10<sup>th</sup> regularly scheduled meeting.

## **5. 7<sup>th</sup> Annual Blues Festival Marketing and Advertising Update:**

Director Estes provided an attachment of the initial piece and reported to the PRSSC that this will be included in the summer online version of the Lawndalian City Newsletter on page two.

In addition, the piece was sent to all of the bands electronically and gives them an opportunity to provide alternate photos if they do not like what is being used and some have taken the opportunity to provide a better photo which improved the advertising piece. The next advertising piece will be the post card which will be provided to the PRSSC for review for production to be completed in June.

**G. PARK IMPROVEMENTS AND FACILITIES UPDATE**

No report.

**H. ITEMS FROM COMMISSIONERS**

**6. Fireworks Sales Stand:**

Director Estes encouraged the PRSSC to discuss vital matters regarding the PRSSC Fireworks Stand: 1) there were brief discussions about the operational details for the stand and supplies needed; and 2) volunteer support.

**I. SPECIAL EVENTS UPDATE**

**7. Health, Safety and Pet Fair, June 8<sup>th</sup>. 2019, Jane Addams Park, 10:00 a.m.:**

Director Estes mentioned the following to the PRSSC about the upcoming event: 1) the event will be from 10:00 a.m. to 2:00 p.m.; 2) services will include dog licensing and low-cost vaccinations; 3) activities for children will include an obstacle course and other elements not yet confirmed; and 4) stage entertainment will include fitness demonstrations, animal presentations and other elements that have not yet been confirmed.

Director Estes shared the event flyer and the preliminary event layout with the PRSSC and provided a brief overview of the various activities and use of space. In addition, Director Estes inquired whether the PRSSC wanted to distribute fireworks sales stand flyers at the event as was done at past events when there was a fireworks stand.

**J. MISCELLANEOUS**

**8. Individual Comments from Commissioner:**

One commissioner inquired about Measure A. Director Estes gave the PRSSC a brief overview of some projects that may be completed in the near future such as the park signage project and potentially others such as those for the community center.

One commissioner inquired about the fireworks stand volunteer work schedule.

One commissioner reminded the PRSSC members that the Monday, May 27<sup>th</sup> meeting was previously cancelled.

Director Estes reminded the PRSSC that the Memorial Day Ceremony is scheduled for Monday, May 27<sup>th</sup> at 9:00 a.m. and reviewed the schedule of activities and participants and mentioned to the PRSSC that there was no longer an RSVP system for this event. Those that have been invited are encouraged to come; no RSVP is necessary as in year's past.

**K. AGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING**

- 9. PRSSC Fireworks Sales Stand**
- 10. 7<sup>th</sup> Annual Lawndale Blues Festival Planning Update**
- 11. PRSSC Purchasing Resolution for Youth Advisory Committee Movie Night Series**
- 12. PRSSC Fireworks Stand Volunteer Schedule**

**L. ADJOURNMENT**

Chairperson Harbison adjourned the meeting at 7:42 p.m. to a regularly scheduled meeting to be held on Monday, June 10<sup>th</sup>, 2019, at the Lawndale City Hall Council Chamber located at 14717 Burin Avenue.

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Erica Harbison, Chairperson

Attest:

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Mike Estes, Director of Community Services