



**MINUTES
CITY OF LAWDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – APRIL 22nd, 2019**

A. CALL TO ORDER AND ROLL CALL

Chairperson Harbison called the meeting to order at 7:02 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 8th, 2019 MINUTES

Commissioner Sitka made a motion, seconded by Commissioner Carroll, to approve the minutes of April 8th, 2019, as written.

Motion carries 5–0

D. PRESENTATIONS

None.

E. ITEMS FROM CITIZENS

None.

F. ITEMS FROM COMMUNITY SERVICES STAFF

1. Discussion Pertaining to PRSSC Fireworks Stand:

Director Estes reported the following to the PRSSC regarding the status of the fireworks stand planning process: 1) the draft contract has gone to TNT legal division and is being reviewed; 2) recent feedback confirms that there are a lot of areas that need to be negotiated to make this work for 2019; 3) some of the issues are as follows: insurance levels, template language,

delivery of unused product to the Contractor and a number of others; 4) negotiations between the City and TNT will continue in hopes that the differences can be worked out in the near future so the contract can go to the City Council for approval on May 20th, or June 3rd as a fall back date in case things cannot get resolved as soon as desired.

There were other miscellaneous discussions about the items being provided to the City by TNT and what elements have been agreed upon at this early stage. Director Estes confirmed that the items being provided to the City by TNT have been agreed upon and these issues should not be a factor in getting the contract terms agreed upon and executed.

2. PRSSC Youth Day Parade Participation:

Director Estes thanked the PRSSC members for volunteering to drive one of our elected officials through the parade route on Saturday. In addition, Director Estes reviewed the driving assignments with the PRSSC members and suggested that they arrive at the staging location on Prairie Avenue at approximately 9:15 a.m. In addition, each commissioner was provided a VIP entry pass that will get them through the street closure at Redondo Beach Blvd. and Prairie Avenue and into the VIP parking lot.

3. 60th Anniversary Celebration:

Director Estes informed the PRSSC the following regarding the planning for the anniversary celebration: 1) the City is arranging for a 3,000 square foot synthetic pop up ice skating rink to be placed on Lawndale Way (formerly W. 147th Street) for potentially a three day period as a free event for the community and the main attraction of the 60th Anniversary Celebration; 2) staff is working on memorabilia options; 3) staff has included funds for the FY 2019-20 budget to pay for the event elements; no funds are budgeted at this time; 4) there were some discussions about the PRSSC potentially providing funds for the event if more funds were needed beyond the requested budget amount; however, no decision was sought and no decision was made.

4. Youth Advisory Committee Movie Night Series:

Director Estes reported to the PRSSC that staff has had discussions with the Youth Advisory Committee (YAC) about planning and organizing a summer movie night series of three movies to take place once per month in June, July and August. YAC is motivated to plan and organize such events. In the past, YAC has done single movie night programs at the community center for several years running; however, they are interested in doing more this time around. Past YAC movie night events have typically averaged about 60/70 people and attendees were provided refreshments and snacks at no charge in the past. At past events, the attendees have asked if there will be more events in the future. The movie nights have been popular events for the community in the past.

Director Estes proposed to the PRSSC that the three movie night events could be planned and organized for approximately \$1,000.00 to include movie rental, refreshments, snacks, popcorn, etc. After some discussion, the PRSSC showed favor in sponsoring the movie nights. Director Estes informed the PRSSC that he would have a purchasing resolution completed for the regularly scheduled meeting on May 13th.

G. PARK IMPROVEMENTS AND FACILITIES UPDATE

No report.

H. ITEMS FROM COMMISSIONERS

No report.

I. SPECIAL EVENTS UPDATE

5. Youth Day Parade Planning Update:

Director Estes reported the following to the PRSSC regarding the planning for the Youth Day Parade event on Saturday, April 27th, 2019: 1) there have been some late entries into the parade such as the Badgers Car Club which is a number of retired Hawthorne police officers involved in the Hawthorne Emergency Vehicle Association which cares for old emergency vehicles formerly used by the City of Hawthorne which have been retired. The Badgers Car Club will bring four vintage police and emergency vehicles to the parade this year adding another nice element for the community to enjoy; 2) Assemblywoman Autumn Burke will join in on the fun as well; 3) there has been some attrition which is typical for the event; three small groups have notified us that they have to drop out of the event; 4) fortunately none of the larger groups or marching bands have dropped out of the event at this point in time; 5) at this time the participation numbers include about 58 entries and approximately 1,250 participants; 6) vehicles for the elected officials have been reserved for pickup this Friday; and 7) the spring extravaganza has been fully planned out and is ready for Saturday to include about 22 booths, games, stage entertainment, food sales, etc.

6. Easter Egg Hunt Program Review:

Director Estes completed a brief recap of the event which included: 1) light rain at approximately 10:45 a.m. that drove a lot of people away from the event; 2) a fun egg hunt which saw 10,000 eggs disappear into numerous Easter baskets in approximately two minutes; 3) an estimated attendance of approximately 500 to 600 egg hunters; 4) expanded egg hunts area so children would spread out a bit more; 5) face painting booth; 6) chalk art booth; 7) the traditional arts and crafts station; and 8) the ever-popular visits with the Easter Bunny. The rain offered a bit of disappointment as many people, outside of the really dedicated ones left the facility as the rains got heavier. Director Estes encouraged the PRSSC to provide some feedback about the event.

- One commissioner inquired if the cable television crew was at the event filming.
- One commissioner was disappointed with the rainy weather, but complimented the chalk art activity as a new feature at the event this year.
- One commissioner inquired how many eggs there were for the egg hunt.
- One commissioner: 1) complimented staff working at the event; 2) suggested staff take more control over the age categories by doing their best to ensure children are in the right area; some that came late ended up in the wrong area, such as smaller children in the older children's section. This comment was based upon concern about the safety of the children; 3) the older children's section is comprised of children 10 years and above; however, there were some very big children out there and it may make sense to further divide that category so the age ranges are not so wide; 4) staff should think of a way to level the playing field for the Golden Eggs so it is not always the large children that push people out of the way.
- One individual using time in the public comment section suggesting doing away with the golden eggs and including golden egg notes in the common eggs so children can't simply trample through the area searching for a golden egg. Eliminating the golden

eggs would force children to pick up eggs and find the golden egg note only by opening the egg up.

- One commissioner suggested that the signs for each age category are way off into the distance and cannot be easily seen which may have contributed to children being in the wrong areas.

7. Youth in Government Day, Wednesday, April 24th, 2019

Director Estes reported to the PRSSC that there are four schools registered to participate on Wednesday and approximately 25 students. The program will consist of: 1) a morning vehicle tour of the City; 2) continental breakfast for the students; 3) a welcome by the City staff and the elected officials; 4) job-shadowing session; and 5) a lunch and certificate presentations.

8. 60th Anniversary Celebration Update:

Director Estes reported the following to the PRSSC regarding the event planning for Fiscal Year 2019-20: 1) staff is trying to set a date for the synthetic skating rink and get the rink reserved; 2) the City's graphic artist is working on a 60th image to be used on all memorabilia and marketing and advertising materials; and 3) existing special events will be branded as 60th anniversary events.

J. MISCELLANEOUS

8. Individual Comments from Commissioners

One commissioner inquired about the planning for the 7th Annual Lawndale Blues Festival. The PRSSC was updated accordingly.

There were discussions about the PRSSC fireworks stand as it relates to volunteer recruitment.

K. AGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

9. PRSSC Fireworks Sales Stand

10. 7th Annual Lawndale Blues Festival Planning Update

11. PRSSC Purchasing Resolution for Youth Advisory Committee Movie Night Series

L. ADJOURNMENT

Chairperson Harbison adjourned the meeting at 7:54 p.m. to a regularly scheduled meeting to be held on Monday, May 13th, 2019, at the Lawndale City Hall Council Chamber located at 14717 Burin Avenue.

Erica Harbison, Chairperson

Attest:

Mike Estes, Director of Community Services