



**MINUTES
CITY OF LAWDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – APRIL 8th, 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 Sitka led the Commissioners and those in attendance in the flag salute.

C. APPROVAL OF MARCH 25th, 2019 MINUTES

Commissioner Rudolph made a motion, seconded by Commissioner Carroll, to approve the minutes of March 25th, 2019, as written.

Motion carries 4–0

(Commissioner Sitka abstained due to her absence on March 25th, 2019)

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 was provided to TNT for review and recently returned; 2) TNT responded with feedback regarding the Exhibit language which is essentially details

about Scope of Services, Schedule of Compensation which mainly concerns what the City is agreeing to pay TNT and what it is they will provide the City; 3) each item regarding what TNT was intent on providing the PRSSC was reviewed and discussed; and 4) compared to what TNT has offered the City in the past, the TNT proposal was very favorable and included the payment of such vital elements such as, provision of security services, payment of credit card and ATM processing fees and a number of other less important items.

However, TNT is intent on charging the City \$1,500.00 in property rent which would be taken from gross revenues once the fundraising program has ended.

After extensive discussion regarding the overall commitment of the PRSSC, the PRSSC had additional discussions as to whether their decision to have a fireworks stand would still be doable. In addition, there were a number of other discussions regarding fireworks stand supervision scheduling, security services, volunteer assistance, potential hours of the stand, product delivery and other operational issues.

One commissioner went on record as being very concerned that there was not enough commissioner availability to host a fireworks stand in 2019. After the extensive discussions, the PRSSC did not reverse their decision to host a fireworks stand for 2019. Director Estes did mention that the only issue that he sees that could be a potential drawback in the contract is the fact that TNT will not pickup unused product once the program has ended and is requiring the City to deliver all unused product to the a facility in Carson. This item will continue to be negotiated until there is a resolution.

2. Youth in Government Day Participation:

Director Estes reported to the PRSSC that Youth in Government Day is scheduled for Wednesday, April 24th. In addition, the PRSSC was provided the standard invitation letter giving each an opportunity to participate. Director Estes added that in the past commissioner involvement from any City commissions and committees has been non-existent due to work schedules for the most part.

3. Status of May 27th Regularly Scheduled Meeting:

Director Estes informed the PRSSC that due to the Monday, May 27th Memorial Day holiday falling on the fourth Monday of the month, which is a designated meeting night, the PRSSC has the option of: 1) canceling the meeting; 2) rescheduling the meeting for another day that week; or 3) rescheduling the meeting for another date of the following week.

There was no discussion as this has been a regular cancellation date for many, many years.

Commissioner Rudolph made a motion, seconded by Commissioner Sitka, to cancel May 27th, regularly scheduled meeting.

Motion carries 5-0

4. Wall of Distinction Nomination Period:

Director Estes reported the following to the PRSSC regarding the Wall of Distinction program: 1) nominations are now being accepted through May 30th.; 2) if you know of anyone that wants to submit a nomination, have them visit the community center to get a nomination application; 3) the City wants to promote this program so it does not die off due to lack of interest; and 4) the nomination criterion was reviewed with the PRSSC.

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) the deadline has passed and there are 55 entries and approximately 1,250 participants; 2) the majority of the work has been completed; however, there are a lot of small details to take care of at this point; 3) we have the Grand Marshall, Honorary Grand Marshall confirmed; 4) the Classic Cruisers Car Club will be at the event again this year; and 5) we are expecting great weather and a super event on April 27th.

6. Easter Egg Hunt, Saturday, April 20th, 2019, William Green Park, 10:0 a.m.:

Director Estes provided the PRSSC with the following report: 1) fence banners have been posted at the parks and one street banner has been posted on Hawthorne Boulevard; 2) the Easter Bunny will be on site taking photos and visiting with the children; 3) an arts and crafts area will be operational; and 4) we are expecting a large crowd of children at the event and great weather.

7. 60th Anniversary Celebration:

Director Estes reported to the PRSSC that staff is working on the plans for the 60th Anniversary Celebration and working with the City's Graphic Artist to finish a logo which will be used to brand the events, memorabilia and other elements. Events are being planned and may include a synthetic ice skating rink, branding existing events as 60th Anniversary events many other elements that have not yet been confirmed.

J. MISCELLANEOUS

8. Individual Comments from Commissioners

There were no comments from the commissioners.

K. AGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

9. PRSSC Fireworks Sales Stand

10. 7th Annual Lawndale Blues Festival Planning Update

L. ADJOURNMENT

Chairperson Harbison adjourned the meeting at 8:12 p.m. to a regularly scheduled meeting to be held on Monday, April 22, 2019, at the Lawndale City Hall Council Chamber located at 14717 Burin Avenue.

[SIGNATURES ON NEXT PAGE]

Erica Harbison, Chairperson

Attest:

Mike Estes, Director of Community Services