



**MINUTES
CITY OF LAWDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – OCTOBER 28th, 2019**

A. CALL TO ORDER AND ROLL CALL

Chairperson Harbison called the meeting to order at 7:09 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 Woods led the commissioners and those in attendance in the flag salute.

B. APPROVAL OF SEPTEMBER 14th, 2019 MINUTES

Commissioner Rudolph made a motion, seconded by Commissioner Sitka, to approve the minutes of October 14th, 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 Purchasing Resolution 1080-19, Donation to 60th Anniversary Celebration:

Director Estes summarized the attached staff report for the PRSSC and communicated to them that the entire amount of funds being requested will likely not be used as the City has been soliciting sponsorships from City vendors since the early part of October. Once the City starts to get sponsorship money coming in, we will then know how much of the funding donated by the PRSSC will need to be used. Director Estes assured the PRSCC that only the funds needed

for the 60th Anniversary will be used and the balance of the sponsorship donation funds will remain in the PRSSC Fireworks Trust Fund account. In addition, Director Estes informed the PRSSC that once the event has been concluded, the Community Services Department will transfer the amount of funds used to the Community Services Department, Community Events line item once the amount is known.

There was no discussion about the item.

Commissioner Sitka made a motion, seconded by Vice Chairperson Woods, to approve PRSSC Resolution 1080-19 donating \$8,500.00 to the City's 60th Anniversary Celebration for special event entertainment elements for the weekend celebration on December 6th, 7th and 8th, 2019.

2. PRSSC Purchasing Resolution 1081-19, Lawndale Council PTA Holiday Baskets Program:

Director Estes summarized the attached staff report for the PRSSC and confirmed that the PRSSC has donated funds to this program for many years and for different amounts. However, over the past three years, the PRSSC has donated the same amount as identified in the purchasing resolution twice per year.

There was no discussion about the item.

Vice Chairperson Woods made a motion, seconded by Commissioner Rudolph, to approve PRSSC Purchasing Resolution 1081-19 in the amount of \$5,000.00 to the Lawndale Council PTA Holiday Baskets program to be used on gifts and supplies for underprivileged families and children in the Lawndale community.

Motion carries 5 – 0. (Commissioner Carroll absent)

3. Status of Lawndale Blues Festival:

Director Estes reported to the PRSSC that the City Council recently had a discussion regarding the Lawndale Blues Festival and potentially changing the name to more of a generic name such as Lawndale Music Festival. This item was discussed due to the thought that many people in Lawndale would prefer to see other type of music other than blues. There were opinions on both sides of the item which were discussed in an open forum at a recent City Council meeting.

After some discussion, the City Council directed staff to develop and distribute a survey to determine what types of music the Lawndale community as a whole preferred. In addition, the type of event was discussed and staff mentioned to the City Council that the PRSSC has discussed a potential Concerts in the Park series in the past. As a result staff will be working on a survey that will be made available to the community so the City can get an idea about what types of music those in the Lawndale community prefer.

There were no changes made to any part of the Lawndale Blues Festival; however, there were additional discussions about how the event is funded now.

4. PRSSC Halloween Haunt Participation:

Director Estes reminded the PRSSC that the Halloween Haunt event is scheduled for this coming Thursday night from 4:00 p.m. to 8:00 p.m. In addition, Director Estes inquired of the PRSSC what they will need in terms of equipment and supplies to facilitate the annual

giveaway of items such as glow in-the-dark necklaces and reflective treat bags to children at the event.

After some discussion which involved the PRSSC determining who would staff the PRSSC booth, the PRSSC requested the following equipment and supplies: one canopy, one table, two chairs, a trash receptacle and the PRSSC banner. In addition, the PRSSC confirmed that they would like to be in the same location as last year.

5. Status of November 11th Regularly Scheduled Meeting:

Director Estes informed the PRSSC that November 11th is the Veteran's Day observed holiday which is the second Monday of the month and a regularly scheduled meeting night. However, since this became a City-observed holiday a few years ago, Director Estes suggested that the PRSSC consider cancelling the meeting. After some discussion as to how this will affect the overall meeting schedule, the PRSSC moved unanimously to cancel the November 11th regularly scheduled meeting.

6. Status of December 23rd Regularly Scheduled Meeting:

Director Estes reported to the PRSSC that traditionally, because the fourth Monday in December is very close to the Christmas holiday, that the PRSSC has cancelled this meeting each and every year in the past.

There was no discussion regarding this item and the PRSSC moved unanimously to cancel the meeting due to the Christmas holiday.

G. PARK IMPROVEMENTS AND FACILITIES UPDATE

No report.

H. ITEMS FROM COMMISSIONERS

7. 60th Anniversary Celebration:

Director Estes reported to the PRSSC that this item was tabled due to Vice Chairperson Woods' absence. Vice Chairperson Woods mentioned that he would like to see City special event programs have more of a festive look and feel.

I. SPECIAL EVENTS UPDATE

8. Halloween Haunt, Thursday, October 31st, 2019, 4:00 p.m. to 8:00 p.m., Lawndale Civic Center Plaza:

Director Estes reported to the PRSSC that the program is fully planned and staff is looking forward to a great event with lots of people in attendance. One new element has been added to the event for this year, a video game truck where children can go into the truck and play video games for a set period of time until it is time for the next group of children to enter the game truck.

9. Pet Vaccination, Microchip & Licensing Clinic, Wednesday, November 13th at 1:00 p.m.:

Director Estes reported to the PRSSC that the City has a new Municipal Services Director that has been here for about one year and they are doing some new things. One such endeavor is a new event in Lawndale that offers the Lawndale community another opportunity, besides the annual Health, Safety and Pet Fair event, to get their pets licensed and microchipped. That said, the Municipal Services Department is coordinating a Pet Vaccination and Licensing

Clinic on Wednesday, November 13th at 1:00 p.m. at the City's Municipal Services Department.

- 10. 4th Annual Field of Honor, November 8th, 9th, 10th and 11th, City Hall Courtyard Lawn:**
Director Estes reported to the PRSSC that the 4th Annual Field of Honor will be taking place on Veteran's Day weekend beginning on Friday, November 8th and running through Monday, November 11th. The City Hall Courtyard Lawn will be decorated with approximately 200 United States flags many of which will be purchased by someone in the community that wants to donate a flag to someone that is currently serving in the military or for someone that has served in the past. Flags can be purchased in someone's name via the City's website or on site at the Municipal Services Department.

J. MISCELLANEOUS

11. Individual Comments from Commissioners:


One commissioner mentioned that there is an infiltration of scooters in Lawndale that are travelling up and down the streets, in the parks and in other areas of the City. The scooters are loud and in many cases unlighted and cause a safety concern in the City. Director Estes suggested that the Sheriff's Department is called anytime there are things happening in the City that are illegal, dangerous or those that cause disturbances.

K. AGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

- 12. Halloween Haunt Program Review**
13. Santa Sleigh Program

L. ADJOURNMENT

Chairperson Harbison adjourned the meeting at 7:57 p.m. to a regularly scheduled meeting to be held on Monday, November 25, 2019, at the Lawndale City Hall Council Chamber located at 14717 Burin Avenue.



Erica Harbison, Chairperson

Attest:



Mike Estes, Director of Community Services