



**MINUTES
CITY OF LAWDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – NOVEMBER 25th, 2019**

A. CALL TO ORDER AND ROLL CALL

Chairperson Harbison called the meeting to order at 5:34 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 Christina Carroll
 Commissioner Shirley Rudolph
 Commissioner Madonna Sitka

Members Absent: None

Others Present: Sabina Almeida, Community Services Supervisor

B. FLAG SALUTE

Commissioner Carroll led the commissioners and those in attendance in the flag salute.

B. APPROVAL OF OCTOBER 28th, 2019 MINUTES

Commissioner Sitka made a motion, seconded by Commissioner Rudolph, to approve the minutes of October 28th, 2019, as written.

Motion carries 5-0

D. PRESENTATIONS

None.

E. ITEMS FROM CITIZENS

None.

F. ITEMS FROM COMMUNITY SERVICES STAFF

1. Status of Music Festival Survey:

Supervisor Almeida reported to the PRSSC that the survey is available online for approximately one more week. A total of 160 surveys have been collected with 94 of them being submitted on the first day. Eventually the results will be provided to the City Council at a future meeting at

which time staff will receive direction as it pertains to a potential second music festival event. There was a separate discussion about what types of music were in the lead.

2. PRSSC Resolutions for Expenditure Spreadsheet:

Supervisor Almeida reported to the PRSSC that the attached expenditure report is a receive and file report that details the history of PRSSC expenditures. There was no discussion about the item.

3. Holiday Banners Purchase Update:

Supervisor Almeida reported to the PRSSC that the replacement banners and related hardware purchased by the PRSSC have arrived. The banners are scheduled to go up in approximately one week. There was no discussion about the item.

4. 60th Anniversary Celebration PRSSC Sponsorship Update:

Supervisor Almeida reported to the PRSSC that approximately \$2,400.00 in sponsorship revenue has been collected from City vendors. It is projected that the Community Services Department will use approximately \$5,000.00 to \$6,000.00 of the \$8,500.00 dollars donated by the PRSSC for the 60th Anniversary Celebration event. There was no discussion about the item.

5. Halloween Haunt Event Review:

Supervisor Almeida reported the following to the PRSSC: 1) this was the largest turnout that we have had for this particular event; 2) the game truck was a very successful element; and 3) additional elements were added for the smaller children such as the Tiny Tot Zone and maze.

One commissioner commented that the activity elements were more spread out than in year's past and there were no bottlenecks at any of the lines.

One commissioner also commented that the many of the glow in-the-dark necklaces did not glow and were potentially faulty. It was suggested that some of the items may have been too old such as those donated by a City committee member and resident.

One commissioner commented that it was disappointing that some of the organizations that had an informational booth broke down before the event was finished and left the event early.

There were discussions about potentially experimenting with holding the event on October 30th next year, as Halloween is on a Saturday, so children can do more trick or treating.

There was some discussion about the disc jockey playing inappropriate music at the Halloween Haunt event. It was suggested that staff should provide a play list for the disc jockey for future events.

G. PARK IMPROVEMENTS AND FACILITIES UPDATE

No report.

H. ITEMS FROM COMMISSIONERS

No items submitted.

I. SPECIAL EVENTS UPDATE

6. Angel Tree Lighting Event Update:

Supervisor Almeida reported the following to the PRSSC: 1) the event is on Friday, December 6th, a new date beginning this year; 2) this is also the City's 60th Anniversary; 3) the event has been extended one hour and will run from 4:00 p.m. to 9:00 p.m.; 4) activity elements will include trackless train rides, face painters, informational booths, food vendors, letters to Santa station and disc jockey among other activity elements.

One commissioner suggested that music played during the event should be entirely Christmas music.

7. 60th Anniversary Winter FunLand Event Update:

Supervisor Almeida reported the following to the PRSSC: 1) all events are free for the weekend event on Saturday and Sunday, December 7th and 8th; 2) activity elements on both days include trackless train rides, face painting, skating rink, visits with Santa Claus and others; and 3) it was confirmed to the commissioners that there will be a skate exchange station on site.

8. Lawndale Youth Day Parade:

Supervisor Almeida reported to the PRSSC that the information packets will be released to past participants in approximately one week. In addition, the first committee meeting is being set up for Monday December 9th at 6:00 p.m. The theme selected for the parade event is Pop Culture as selected by the Youth Advisory Committee.

J. MISCELLANEOUS

9. Individual Comments from Commissioners:

One commissioner inquired about signage at Rogers/Anderson Park pertaining to early park closures and the date for the PRSSC Santa Sleigh ride through the community.

There was a separate discussion about commissioner attendance at the December 12th Santa Sleigh ride hosted by the PRSSC.

K. AGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

10. Santa Sleigh Program
11. 60th Anniversary Winter FunLand Event Review
12. 8th Annual Lawndale Blues Festival (January 13th)
13. Youth Day Parade Planning Update
14. McKenzie Gardens Volunteer Work Project Update (January 13th)

L. ADJOURNMENT

Chairperson Harbison adjourned the meeting at 6:02 p.m. to a regularly scheduled meeting to be held on Monday, December 9th, 2019, at the Lawndale City Hall Council Chamber located at 14717 Burin Avenue.

Erica Harbison, Chairperson

Attest:

Mike Estes, Director of Community Services