



**MINUTES
CITY OF LAWDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – MARCH 14, 2016**

A. CALL TO ORDER AND ROLL CALL

Chairperson Sitka called the meeting to order at 7:13 p.m. in the City Hall Council Chamber, located at 14717 Burin Avenue, Lawndale, California.

Members Present: Chairperson Madonna Sitka
 Vice Chairperson Sirley Cuevas
 Commissioner Daniel Urrutia
 Commissioner Erica Harbison

Members Absent: None.

B. FLAG SALUTE

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

C. APPROVAL OF FEBRUARY 8, 2016 MEETING MINUTES

Vice Chairperson Cuevas made a motion, seconded by Commissioner Urrutia, to approve the minutes as written.

Motion carries 4-0

D. APPROVAL OF FEBRUARY 22, 2016 MEETING MINUTES

Vice Chairperson Cuevas made a motion, seconded by Commissioner Urrutia, to approve the minutes as written.

Motion carries 4-0

E. PRESENTATIONS

None.

F. ITEMS FROM CITIZENS

None.

G. ITEMS FROM COMMUNITY SERVICES STAFF

1. 4th Annual Lawndale Blues and Jazz Music Festival Band Discussion:

Manager Estes provided the following report regarding band solicitation for the 4th Annual Lawndale Blues and Jazz Music Festival: 1) the Louie Cruz-Beltran Band has accepted the invitation to play at the 4th Annual Lawndale Blues and Jazz Music Festival on September 24, 2016, providing the fourth band and final band in the lineup; 2) the Gregg Young Second Street Band has showed interest in playing at the event as well in case the PRSSC wanted to consider adding a fifth band; and 3) Manager Estes played a few audio clips from the band and suggested that we consider them for the 5th annual event in 2017 if a fifth band is not added to this year's event.

2. PRSSC Fireworks Stand Property Discussion:

Manager Estes provided the following update to the PRSSC: 1) Phantom Fireworks continues to search for a property for the 2016 fireworks fundraising program; 2) the PRSSC has denied the request from Phantom Fireworks to provide a letter that would be used to search for a desired property for the PRSSC; 3) TNT was recently solicited to find a desirable property for the PRSSC; however, the latest report has not revealed any progress; and 4) the PRSSC has shown interest in potentially obtaining the property at Spires on Hawthorne Boulevard north of Manhattan Beach Boulevard; however, TNT has declared that the property is unavailable due to prior arrangements with another fireworks booth permittee.

3. Lawndale Little League – Request for Assistance/Snack Bar Replenishment:

Manager Estes provided the following background pertaining to this issue: 1) President of Lawndale Little League, George Pelzl attended the February 22 PRSSC meeting and reported to the PRSSC that the snack bar at Jane Addams Park was broken into recently and approximately \$350.00 worth of snack items were taken from the snack bar; 2) recently Mr. Pelzl provided to Manager Estes an accounting of the snack items that were stolen from the snack bar; 3) a verbal summary of the report compiled by the Community Services Department was provided to the PRSSC; and 4) after some discussion, the PRSSC determined that it will not reimburse Lawndale Little League for the items that were stolen from the snack bar. Due to her role as a volunteer for Lawndale Little League, Vice Chairperson Cuevas stepped away from the dias and did not participate in the discussion.

4. Discussion Pertaining to Funding for Future Ladies Tea Parties:

Manager Estes reported the following to the PRSSC: 1) the existing resolution for tea party sponsorship recently expired; all four tea parties authorized in the resolution have been completed; 2) the resolution for \$400.00, or no more than \$100.00 per event, is an adequate appropriation for the events if the PRSSC wanted to continue to sponsor the tea party events; 3) after some discussion, the PRSSC determined that it would like to continue sponsor the tea party events for another year for the same amount; and 4) Manager Estes reported to the PRSSC that he would provide a purchasing resolution for potential approval at a future PRSSC meeting.

5. Youth Advisory Committee Request – Youth Day Parade Purchase:

Manager Estes reported to the PRSSC that the Youth Advisory Committee has requested that the PRSSC consider paying for a “triple surrey” bicycle to ride in the Youth Day Parade event on April 23, 2016. The cost for such an item was quoted as \$515.00 for the bicycle to include delivery. After realizing the cost of the item, staff searched for other vendors; however, could not find one with a triple surrey bicycle.

After some discussion, the PRSSC determined that the cost was too prohibitive and suggested that the Youth Advisory Committee search for another vendor, consider renting a car or determine some other means of transportation for the youth day parade event.

6. Annual Statement of Economic Interests:

Manager Estes reported to the PRSSC that the attached documentation is due to the City Clerk's Office on or before Monday, April 4, 2016. The City could be fined \$10.00 per day for each day the required documentation is late to a maximum of \$100.00.

H. PARK IMPROVEMENTS AND FACILITIES UPDATE

1. Lawndale Teen Center:

Manager Estes reported to the PRSSC that staff has discussed ways in which the PRSSC could contribute to the event. It was suggested that the PRSSC could contribute to the indoor teen center elements by purchasing equipment and supplies such as game tables, gaming consoles, furniture, etc. It is unlikely that the PRSSC, per the Lawndale Municipal Code (LMC) would be able to contribute in any other way. Expenditures for elements such as construction, exterior improvements, staffing, etcetera would not qualify as legitimate expenditures per LMC.

I. ITEMS FROM COMMISSIONERS

None.

J. SPECIAL EVENTS UPDATE

1. Manager Estes provided the PRSSC with copies of the event flyer and reminded them that the Easter Program event will be held at William Green Park, this Saturday, March 26 at 10:00 a.m. The program will include an Easter Egg Hunt, children's activities and visits with the Easter Bunny.

2. "Pirate Days" Youth Day Parade:

Manager Estes reported the following planning and organization elements pertaining to the parade: 1) the registration deadline passed last Thursday; 2) there are approximately 52 entries at this time; 3) negotiations with a new pirates group are ongoing and we are getting close to formulating a contract for entertainment services; and 5) we have got a commitment form a third Grand Marshall, one that we have been soliciting for two years, Los Angeles County Sheriff Jim McDonnell.

3. Lawndale Community Bike Ride and Open Street Event, Presented by Metro:

Manager Estes reported the following event details to the PRSSC: 1) staff is continuing to work on the finer event details; 2) the community engagement program is fully underway; 3) advertising materials are being distributed throughout the community; and 4) the city is expecting a large crowd.

K. MISCELLANEOUS

1. Individual Comments from Commissioners:

None.

L. AGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

- 1. 4th Annual Lawndale Blues and Jazz Music Festival**
- 2. Resolution Pertaining to Potential Funding for Ladies Tea Parties**
- 3. Lawndale Teen Center**
- 4. Easter Program Wrap up**

M. ADJOURNMENT

Vice Chairperson Cuevas adjourned the meeting at 8:12 p.m. to a regularly scheduled meeting to be held on Monday, April 11, 2016, at the Lawndale City Hall Council Chamber located at 14717 Burin Avenue.

Madonna Sitka, Chairperson

Attest:

Mike Estes, Community Services Manager