



**MINUTES
CITY OF LAWDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – MARCH 28, 2016**

A. CALL TO ORDER AND ROLL CALL

Chairperson Sitka called the meeting to order at 7:03 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

Vice Chairperson Cuevas led the Commissioners and those in attendance in the flag salute.

C. APPROVAL OF MARCH 14, 2016 MEETING MINUTES

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

Motion carries 4-0.

D. PRESENTATIONS

None.

E. ITEMS FROM CITIZENS

None.

F. ITEMS FROM COMMUNITY SERVICES STAFF

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

Manager Estes reported to the PRSSC that per the City Council, the funds for the music festival will be included in the City's FY 2016-17 Budget.

2. 4th Annual Lawndale Blues and Jazz Music Festival Band Lineup:

Manager Estes reported to the PRSSC that now that the fourth band has been secured the next step should be to set a band schedule for the 4th annual event. The following are the bands that have been secured to play at the event: 1) Paul Ellis Trio; 2) Lawndale Blues Boys; 3)

Awesome Blue; and 4) Louie Cruz-Beltran Band. After a review of the event performance times and additional discussions pertaining to the event, the PRSSC decided that they would set the band lineup at a future meeting. There were other discussions pertaining to event specifics such as portable restrooms, chairs, etc.

3. 4th Annual Lawndale Blues and Jazz Music Festival Budget Projection:

Manager Estes provided the PRSSC with a preliminary event budget for review based upon last year's event costs. In addition, Manager Estes provided the PRSSC with a line by line review of each of the items included in the budget.

4. Potential Expenditure – Ladies Tea Party Sponsorship:

Manager Estes summarized the attached staff report for the PRSSC.

Following the verbal report by Manager Estes, Commissioner Harbison made a motion, seconded by Commissioner Urrutia, to approve PRSSC Resolution 1060-16

Motion carries 4-0.

5. Easter Program Wrap Up:

Manager Estes provided the following report pertaining to the Easter Program held at William Green Park on Saturday, March 26: 1) the Easter Egg Hunt included 8,000 eggs that were gone in about two minutes; 2) it was believed that the arts and crafts booth was missed by some of the participants and staff will be intent on bringing that element back to the event next year; 2) the bubble station seemed to go well and lots of little children had a good time and the parents were able to get some really good photos; 3) it was estimated that there were about 500 children in attendance; 4) there were fewer parents, and possibly only one, that got into the egg hunt area than in years past; and 5) the Mayor did well explaining the existence of the golden eggs in each area.

The following comments were made by the members of the PRSSC: 1) it was a really quiet event; 2) staff did a good job explaining the no entry rules to the parents; 3) the existence of three golden eggs in each section was good; 4) the arts and crafts station should return next year; 5) the Easter Bunny line was long; 6) the bubble station was a good addition to the program; and 7) keeping people out of the park until just before the egg hunt was a good process.

G. PARK IMPROVEMENTS AND FACILITIES UPDATE

1. Lawndale Teen Center:

Manager Estes reported to the PRSSC that staff is still going through the design phase and is waiting for the project architect to make the changes that staff requested at the last project meeting. It is anticipated that the new designs will be ready for further review in the near future.

H. ITEMS FROM COMMISSIONERS

None.

I. SPECIAL EVENTS UPDATE

1. “Pirate Days” Youth Day Parade:

Manager Estes reported the following planning and organization elements pertaining to the parade: 1) now that the deadline has been reached there is a substantial amount of staff work that needs to be completed in a short amount of time; 2) staff has let the Will Rogers Middle School Marching Band into the parade despite the fact that they submitted their paperwork more than a week late; 3) there are officially 55 entries; 4) a draft lineup which is going through review at this time has been completed; 5) confirmation packets and street closure letters must be distributed; 6) stage performances need to be confirmed; and 7) the awards have been selected and are on order.

Manager Estes also briefly discussed the lineup with the members of the PRSSC.

The PRSSC members discussed their involvement in the parade and determined that they will walk in the parade and will potentially purchase tee shirts on their own. There was also some discussion about the fair distance rules for the parade.

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

Manager Estes reported the following event details to the PRSSC: 1) we are uncertain how many people will be at the event; however, we are expecting a lot of people due to the extensive advertising elements that have been distributed; 2) all businesses on Hawthorne Boulevard have been offered the opportunity to participate in a sidewalk sale during the event; 3) the City’s community engagement contractor has been getting lots of positive feedback from the businesses on Hawthorne Blvd.; 4) there will be a number of booths setup along the route for the event participants; and 5) all costs for the event will be reimbursed by Metro.

J. MISCELLANEOUS

1. Individual Comments from Commissioners:

The PRSSC members mentioned the following: 1) staff did a great job on Saturday at the Easter Egg Hunt program; and 2) Lawndale Little League’s Opening Day is Saturday, April 2, at 11:00 a.m. at Jane Addams Park.

K. AGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

- 1. 4th Annual Lawndale Blues and Jazz Music Festival Band Lineup**
- 2. Lawndale Teen Center**

L. ADJOURNMENT

Chairperson Sitka adjourned the meeting at 7:53 p.m. to a regularly scheduled meeting to be held on Monday, April 25, 2016, at the Lawndale City Hall Council Chamber located at 14717 Burin Avenue.

Madonna Sitka, Chairperson

Attest:

Mike Estes, Community Services Manager