

February 26, 2019

1. OPENING CEREMONIES

a. Call Meeting to Order

A regular meeting of the Lomita Parks & Recreation Commission was called to order at 6:00 p.m. Tuesday, February 26, 2019, by Chairperson Uphoff in the Commission Room at City Hall, 24300 Narbonne Avenue.

b. Flag Salute

Commissioner Siegel led the salute to the flag.

c. Roll Call

Responding to roll call by Recording Secretary Everett were Commissioners Bonham, Ruparatne, Siegel, Tamer and Chairperson Uphoff. Interim Park Director Sansbury, Management Analyst Vida, Recreation Supervisor Kelley and Assistant Recreation Supervisor Fosnaugh were also present.

2. APPROVAL OF MINUTES

Commissioner Bonham moved to approve Minutes from the Parks and Recreation Commission meeting of January 22, 2019, as submitted. Commissioner Tamer seconded the motion, and it was approved by the following vote:

YEAS	Commissioners Bonham, Ruparatne, Siegel, Tamer and Chairperson Uphoff
NAYS	None

3. ORAL COMMUNICATIONS (Public)

None.

4. ORAL COMMUNICATION (Commissioners)

Commissioner Tamer reported that the Railroad Museum Foundation will host their annual Spring Tea on April 28, 2019, at the Railroad Museum; she passed out a letter, that will be sent out and posted, to the Commissioners regarding looking for table sponsors, donations and volunteers.

Commissioner Tamer also stated that the Railroad Museum Foundation met, and the Foundation sent out their end of year fundraiser letter; and \$2,800 was deposited in the bank from the end of year fundraiser; discussed and approved their 2019 budget; reviewing policies such as committee structure, goals and expectations, and statements and material cash regarding authorizations of interest for party transactions; and five committees have been formed, a executive committee (which is the President, treasurer and secretary), the finance committee, fundraising and membership committee, a development and educational committee and event and public relations committee. The Foundation is also working on new by-laws and the Foundation membership is up to nine members.

Commissioner Bonham inquired is there is still a problem with dog waste at the parks in the City. Interim Park Director Sansbury said Hathaway Park is the worst for dog waste followed by Irene Lewis Park at the Railroad Museum and Lomita Park. Chairperson Uphoff asked if people are paying attention to the signs to which Director Sansbury stated some people pay attention to the signs and pick up the waste and some don't pay attention and don't pick up after their dogs.

5. REPORT ON CITY COUNCIL MEETINGS

Commissioner Ruparatne stated that the only item pertaining to parks was the report on Contract Instructors fees at the January 15, 2019 City Council meeting.

SCHEDULED MATTERS

6. SPECIAL EVENTS UPDATE

Recreation Supervisor Kelley reported that staff is preparing for the Lomita Park Easter Egg Hunt which will begin at 9:30 a.m. sharp on Saturday, April 20, 2019; Breakfast with the Bunny will begin at 8:00 a.m.; staff is working with City Hall staff to entice local businesses to co-sponsor this event by donating light refreshments or money for the program; and the Summer Expo will also take place at this event (programs that will be offered at Lomita Park during the summer). Staff is also starting to plan Founder's Day and working with City Hall staff on the Drug Free Walk which will be held on Thursday, May 2, 2019, at Lomita Park.

7. PARK FACILITIES UPDATE

Interim Park Director Sansbury stated that some cameras at City facilities are being upgraded and additional cameras are being added as well as upgrading the DVR; some trees fell at Lomita Park during the rain storms on the east side of the gym and have been replaced; staff is working with a contractor on a Fire Prevention Plan for all City facilities; and staff has been cleaning and weeding the planters and parkways in the downtown area.

Commissioner Tamer inquired if the Railroad Museum will be getting new cameras to which Director Sansbury responded that the museum already has eight cameras and they are all in working order; he also stated that he would like a camera in the Red Caboose eventually but they have to figure out how to hook it up to the DVR in the museum office since it is a ways away from the museum building.

8. RECREATION PROGRAMS UPDATE

Assistant Recreation Supervisor Fosnaugh reported that the winter adult basketball leagues have begun with 6 teams on Wednesday nights and 6 teams on Thursday nights; a new men's softball league began on Tuesday and Thursday nights with 4 teams each night; registrations will begin for youth soccer on Friday, March 1, 2019; and the Annual Golf Tournament will be held at Eldorado Golf Course with a 1:00 p.m. start on June 10, 2019.

9. YOUTH & ADULT SPORTS PROGRAMS UPDATE

Recreation Supervisor Kelley reported that the winter contract classes are continuing; the spring program registrations will begin March 1st for Lomita residents and March 15th for non-residents; the spring newsletter has not gone out yet due to price changes, hope to have it out in 2 – 3 weeks; and there are two new spring classes, Sunset Yoga and Youth Cake Class.

10. RAILROAD MUSEUM UPDATE

Recreation Supervisor Kelley reported that staff has been rotating artifacts in the display areas; working on promotional give-a-ways for City or Foundation events; museum staff will also help with the Foundation's Annual Spring Tea event; and the maintenance staff has changed the restrooms at the museum from a ladies restroom and a men's restroom to two family restrooms and a changing table has been installed in one of the restrooms.

11. MANAGEMENT ANALYST UPDATE

Management Analyst Vida stated that the City is still in the process of waiting on Prop 68 and Measure A for funds to upgrade the Irene Lewis Park with playground equipment and landscaping but in the meantime a competitive grant was found through Prop 68 and the City has applied for this grant; the application process required a concept drawing (Analyst Vida passed out this drawing) and the application was submitted to the State on February 13, 2019; and the City will find out by the end of March 2019 if they have been selected for a walk through. Analyst Vida continued stating that if the City does not receive this grant, the City will move forward when the Measure A funds become available and the per capita funds from Prop 68. Commissioner Rugaratne inquired how much money is the competitive grant, to which Analyst Vida replied it is for \$450,000 but the grant may require some matching funds from the City.

Management Analyst Vida stated that there are some maintenance and servicing funds coming back to the City from other older projects and some of that money can be used if the grant requires some matching funds. The grant is in Prop 68 but it is a Cultural Commission grant; the Railroad Museum would qualify as a historical museum.

12. CITY COUNCIL MEETINGS ATTENDANCE

Commission delegate to attend the March 5, 2019 and March 19, 2019: Chairperson Uphoff
Commission delegate to attend the April 2, 2019 and April 16, 2019: Commissioner Tamer
Commission delegate to attend the May 7, 2019 and May 21, 2019: Commissioner Bonham
Commission delegate to attend the June 4, 2019 and June 18, 2019: Commissioner Siegel
(1st & 3rd Tuesdays of the month at 6:30 p.m.; effective April 2, 2019, 1st & 3rd Tuesdays of the month at 6:00 p.m.)

ADJOURNMENT

Meeting was adjourned at 6:25 p.m.

ATTEST:

Helen Everett
Helen Everett, Recording Secretary

Parks & Recreation Commission
February 26, 2019