

The monthly meeting of the Inglewood Parks and Recreation Commission was convened on Thursday, July 5, 2007, in the City Council Chambers located on the 9<sup>th</sup> floor of Inglewood City Hall. Commissioner Norma Smith presiding called the meeting to order at 6:16 p.m., followed by the flag salute.

## **Roll Call**

### **Present:**

Commissioner Norma Smith, Chairperson – District II  
Commissioner Raena Banks-Neal – District III  
Commissioner Henry Brown, Vice Chair – District IV

### **Absent:**

Commissioner Brenda J. Payne – District I  
Commissioner Willie Agee – At Large

### **Staff:**

Sabrina Barnes, Acting Director  
Sandra Green-Hilliard, Administrative Secretary  
Cheryl Jackson, Code Enforcement  
Teresa Estrada, Acting Recreation Superintendent  
Patricia Bitker, Food Service Manager

## **Approval of the Minutes**

*Commissioner Brown made a motion for the minutes to be approved with no corrections. Motion was seconded by Commissioner Banks-Neal. Motion carried.*

## **Director's Report**

**Sabrina Barnes** stated good evening commissioners. It is my pleasure to actually share this meeting with staff that is here. They will actually be making reports from their respective divisions. In keeping with the agenda, we will start with our recreation division first instead of parks. Parks will be last. Teresa.

**Teresa Estrada** stated good evening everyone. My name is Teresa Estrada; I am the Acting Recreation Superintendent for Parks and Recreation. I am here to provide the status report regarding our Summer Recreation Activities.

## Summer Day Camp

I just wanted to hand out a copy of this brochure to let you know that the first sessions at all park sites are full. So we were able to accommodate over 350 kids at our park sites. There are up to 300 or 350 enrolled in the first session, and we do still have openings for the second session; but I might say that they are going to be packed, so we are happy about that.

## Swimming Pool

There are swimming lessons available at Edward Vincent Jr. Park, and also general swim. The pool is open for general swim from 12:30 p.m. to 4:00 p.m.

## Youth Baseball

Regarding our youth baseball registration, although the sign ups have ended, there are still spaces available. We will begin practicing next week; the games start on the following Saturday so if you are still interested in participating in baseball, we encourage you to come out and join us.

## Annual Fourth of July Celebration

Most important, yesterday we had our Annual Fourth of July Celebration over at Edward Vincent Jr. Park. We probably had about 2,000 people total in attendance. During the day we had our normal activities in the amphitheater. We had live entertainment for the community from 2:00 p.m. to 8:00 p.m. As we approached the evening hours, we did have more people come in but there was an incident that did take place and we had to call off the fireworks. We took the proper precautions and were not able to have the fireworks display show at the park.

## Movies in the Park

Our next big event is "Movies in the Park". We are going to offer another Summer Session in conjunction with the Public Works Departments. In July we will have two showings, one on July 14<sup>th</sup> and the other on 21<sup>st</sup> at Edward Vincent Jr. Park. The August 4<sup>th</sup> and 11<sup>th</sup> showings will be at Darby Park. We do have a Movie Hotline and I encourage all of you to call the Movie Hotline. It has all the information regarding the date, time and location and the actual movie; the number is (310) 412-8880 and the flyers will be available at the beginning of next week.

## Mobile Recreation Unit

I also want to talk about our Mobile Recreation Unit. I don't know if any of you had the opportunity to go out to the park yesterday, but we had a wonderful

viewing of the Recreation Van. We began to hit the streets on Monday and we've had an overwhelming response and everyone wants to know where we are going to be. We do have a schedule; I can bring a schedule up for you to see. On Tuesdays, Fridays, and Saturdays we are at Center Park; North Park on Wednesdays and Ashwood Park on Thursdays. We just did our major unveiling yesterday at Edward Vincent Jr. Park. The mobile recreation van is a park on wheels we go out to various districts. We do many activities with the kids; we just got brand new shelves fully-stocked with recreation equipment and supplies, arts & crafts, face paintings - you name it, we got it. Our ultimate goal is to be able to supervise block parties, birthday parties and other various events. We have a summer schedule and are working on getting a brochure produced to help promote the program.

**Commissioner Smith** stated thank you Teresa. Commissioner Brown?

**Commissioner Brown** stated first, I noticed in the minutes, and I know I should've brought this up because we didn't really comment in our previous meeting about the Memorial Day Celebration. (MOSTLY INAUDIBLE)  
I saw the staff and I just want to comment that I had anticipated and hoped more people were there for the event. (INAUDIBLE) Our area seemed like a war zone. I think City Council should really look at that in number of permits issued and terms (INAUDIBLE)

I am really interested also in the fee for the Summer Program. I think it's like 200 something dollars.

**Teresa Estrada** stated its \$200 per session.

**Commissioner Brown** stated how many weeks is the session?

**Teresa Estrada** stated it is a 4 week session.

**Commissioner Brown** stated you did say the Mobile Unit will be at Center Park on Saturdays.

**Teresa Estrada** stated that is correct. They are there Tuesdays and Fridays from 2:00 p.m. to 5:00 p.m. and Saturdays from 12:00 noon to 5:00 p.m.

**Commissioner Smith** stated is the firework display going to be rescheduled?

**Sabrina Barnes** stated they haven't figured that out.

**Teresa Estrada** stated at this time we are not sure.

**Sabrina Barnes** stated we anticipate that. It's our recommendation that we reschedule the event. We do have that option in our contract and we are waiting

for Administration to weigh in on it. It will be either within a 60 day window of the contract or we are also interested in negotiating with them to possibly have it to coincide with our Centennial Kick-Off - if they will allow us that option. But we will be able to have a show based on the mutual agreement between the two of us – the City and the fireworks vendor.

**Commissioner Banks-Neal** stated was it the department's call to cancel the display or was it the police?

**Sabrina Barnes** stated it was a staff call. We didn't wait for the police because of the nature of the activity and the best interest of staff and the participants on site. These days, you can't tell whether it's a firework or a gun shot. One could easily disguise madness under the veil of a firework show. So it was in the interest for health and safety.

**Commissioner Smith** stated thank you.

**Sabrina Barnes** stated thank you and thank you very much Teresa. From Human Services, Pat Bitker.

**Pat Bitker** stated good evening, hello I am Pat Bitker. Let me start with some great news.

#### Catering Contract

The Inglewood City Council has awarded the contract to cater food for Inglewood, Hawthorne and Lennox Senior Centers as well as our entire home delivered meals to a new caterer, Sister Alice Marie Quinn of St. Vincent's Meals-on-Wheels. St. Vincent's Meals-on-Wheels has been providing high quality food to seniors for about 25 years to the poorest areas of Los Angeles.

We began our meal services on Monday, July 2<sup>nd</sup>, so we've had 3 days - Monday, Tuesday and today, Thursday. We have received comments about meals that are much improved, and comments from the home delivery meals people said that there is not much improvement needed anymore. So there has been nothing but good news for us, there were some minor things that we had to work out but I think that it didn't affect anybody but the staff.

I think that it will take a couple days to figure it out so nothing else goes wrong. So I am very pleased and I thank you Commissioners who voiced your support of the new caterer. We expect great improvements from the new caterer.

#### Senior Center Activity Room

I don't think we have an official set of rules from the Fire Department that indicates that we have a Child Care Center in the Senior Center basement. They

(Fire Department) said that it's in violation of health and safety codes because the kids cannot be in the basement in case a fire happens upstairs in the multi-purpose room. They might be trapped. Since the relocation, their program seems to be working fine and we've had no clashes.

### Senior Discount Bus Passes

The cost to purchase a discount monthly bus pass for Inglewood senior citizens and disabled persons increased by \$1.00 beginning July 1, 2007. Los Angeles County Metropolitan Transit Authority (MTA) has raised the price of the pass to \$14.00. On June 26, 2007, the Inglewood City Council voted to split the cost of the increase. Seniors and disabled persons will now pay \$7.00 for their passes when purchased at the Inglewood Senior Center, 330 Centinela Avenue and in the Cashier's Office at the Inglewood City Hall, One Manchester Boulevard.

### Homeowners/Renters Rebate

Starting the week of July 2, 2007, seniors may call the Inglewood Senior Center at (310) 412-5338 to schedule an appointment for assistance in filling out the Homeowners/Renters Rebate forms. Appointments will begin the week of July 9, 2007 between the hours of 10: a.m. to 12:00 noon and 1:00 p.m. to 3:00 p.m. from Monday thru Friday in Community Room A.

### New Vehicles and Transportation Expansion

Next I will talk a little bit about budgets for 2007-2008. Our budget request for 2007-2008 includes replacement of the I-Line Shuttle vehicle. This is part of a grant from the Metropolitan Transit Authority (MTA) to replace eight vehicles over the next three years at 25% of the cost. We are also requesting purchase of two vehicles for the New Freedom grant, which was awarded in June 2007. This grant will expand transportation services beyond American with Disabilities Act (ADA) requirements: door-to-door service with escorts and to medical facilities outside the current service area.

### Grants Awarded through Los Angeles County Area Agency on Aging

The Nutrition and Care Management grants will be extended for fiscal year 2007-2008 because of many changes being made. There are anticipated cuts in the Care Management grant.

### One Time Only Funds

A total of \$72,301 was awarded for a meal delivery truck, furniture, laptops and consultant services for Care Management. City Council approved the budget revision.

### Family Support Grant

We expect to be awarded additional funds from the HST preventive initiative demonstration project through the SPA 8 collaborative. The Department of Children and Family Services (DCFS) is funding community collaborations to create a comprehensive, strengths-based, child abuse and neglect prevention system in Los Angeles County.

### Be Well

We are preparing letters of intent to foundations to fund the program after the current grant ends on December 31, 2007.

### Grevillea Art Park and Mural Restoration Project

All of the 60 mural panels have been installed on the new wall. Sculpture Conservation Studios conservators will work on the last repairs and enhancements to the panels, while Pima Construction continues the landscaping of the Park.

The Dedication and Unveiling event is planned for August 11, 2007.

**Commissioner Smith** stated assuming that once the new center is built, will you resume catering service?

**Pat Bitker** stated yes, according to the plans, the new center will have a kitchen.

**Sabrina Barnes** stated it is anticipated that this catering service is only temporary as long as we are at the Veteran's Building; and once we go to our new facility, we will resume operations based on having a fully functioning commercial kitchen.

**Commissioner Smith** stated do you have any indication when the rebuilding will take place?

**Sabrina Barnes** stated the rough numbers or the rough estimate that we've been given is 3 years maximum. We are actually really not sure; we anticipate the Redevelopment Department going back to City Council in the next month or so to update them and get more direction regarding the project. They were given an 18 to 36 month period construction window once construction commences.

**Commissioner Smith** stated can you give us the reason for tearing that building down prior to being ready?

**Sabrina Barnes** stated there were a number of reasons. The initial reason was that we thought all funding was in place. It was not. Finally, it came down to a matter of health and safety that required us to get out of the building.

**Commissioner Smith** stated Commissioner Banks do you have any questions?

**Commissioner Banks-Neal** stated none.

**Commissioner Smith** stated Commissioner Brown?

**Commissioner Brown** stated just one. How many vehicles in the proposed budget are Parks and Recreation going to be purchasing?

**Pat Bitker** stated they are going to be replacing vehicles in Transportation.

**Commissioner Brown** stated ok. Vehicles for Transportation, I thought you said something about purchasing.

**Pat Bitker** stated they are going to replace the I-Line Shuttle and 8 other vehicles such as the Para-Transit.

**Commissioner Brown** stated oh and one more thing. When can we come by for a sample of the meals? I would like to see for myself, and I just want to try it for myself and see what they offer.

**Pat Bitker** stated whenever you like.

**Sabrina Barnes** stated thank you Pat and thank you Commissioner Brown. We will now move on to our Community Services Section, Cheryl Jackson.

**Cheryl Jackson** stated good evening commissioners; I am Cheryl Jackson from the Code Enforcement Division.

#### Vendor Task Force

On June the 13<sup>th</sup>, the Regulatory Enforcement group along with the Storm Water Run-off Investigation Team (SRI), the Community Services Investigation Team (CSI) and Code Enforcement Officers (CEO) conducted a Task Force in all four districts focusing on parking & illegal activity at Center Park, parking violations around the park, illegal push carts, ice cream trucks, tamale vendors, and scavengers going through the city trash cans on a regular basis. The Task Force was formed in regards to numerous complaints received from the residents in all four districts. The vendors with no license were warned and 33 items were confiscated; there were 9 push carts, 8 corn baskets, 3 fruit vendors, 2 flower vendors, 1 food vendor, 1 pillow vendor and 9 ice cream trucks. There was 1 warning for a parking violation; 3 court citations issued and 2 for scavengers;

they shut down one construction site that was not permitted. All perishable items confiscated were discarded in the trash dumpster at the City Yard.

**Commissioner Smith** stated Commissioner Brown?

**Commissioner Brown** stated under your jurisdiction, does illegal parking come under Code Enforcement?

**Cheryl Jackson** stated well generally that falls under the Traffic or Parking Enforcement Division. We generally focus on yard parking.

**Commissioner Brown** stated could you pass it on that in a certain area of 111<sup>th</sup> Street between the hours of 4:00 p.m. and 6:00 p.m. there tends to be a lot of parking on both sides. It's supposed to be a one way on 111<sup>th</sup> and 110<sup>th</sup>. They double park and it is difficult to get through.

**Cheryl Jackson** stated we can handle the first issue here because yours is a lot more complicated. For that, you can call Communications and they will send someone out right on the spot.

**Commissioner Brown** stated thank you.

**Commissioner Smith** stated Commissioner Banks do you have any questions?

**Commissioner Banks-Neal** stated none.

**Sabrina Barnes** stated thank you Cheryl. I will be reporting out for Parks, I received a phone call just prior to coming into the meeting that the Parks staff will not be able to make it.

#### Capital Improvement Projects

I would just like to let you know that the update regarding the Capital Improvement Projects. The 6 projects that you see listed here are scheduled to be carried over and or introduced as new projects for fiscal 07/08.

The Ashwood Park Renovation Project is carried over.

The Circle Park Water Feature Project is a carryover but I am pleased to say that we are making some progress and we expect to have a fountain in place in the new fiscal year. As a matter of fact, I've been speaking with former Commissioner/Councilwoman Giardina and she believes that she has identified a vendor that will be able to fulfill this project, so we will be doing a site visit at a later date to look at a fountain over at Santa Monica as a model of what type of fountain we want to go into the park.

The Siminski Park Restroom Project will be carried over.

Vincent Park Basketball Court Renovation Project will be carried over.

Why are these projects being carried over? These projects are being carried over for a couple of reasons. We rely primarily on the subject matter experts, those are the folks from the Public Works Department, who serve as project engineers. They are at this point inundated and understaffed. What we are proposing to do in our next year's process is include project management, where we will be able to contract our own project managers and other subject matter experts to move our projects along.

New projects being introduced are Darby Park's Gymnasium Floor Replacement Project that is going to cost about \$122,000. Every year during basketball season we have to have the floor patched or repaired in some fashion. We're concerned about safety for the kids so it's been recommended and we agreed that the floor be replaced.

We have several other projects, probably about 19 other projects that are on our wish list, but right now we are trying to identify funding. One of the projects that we have and need to provide funding for is rubber matting – to replace matting at various parks. That will be city-wide. That is going to come out of our County Proposition A Maintenance and Servicing Fund.

### Tree Maintenance

The tree trimming schedule will be posted to the Westside. I did not receive that prior to coming to the meeting, I expected the staff to have an update for you at the next meeting. But do know that we are doing our July trimming.

Our Parks Division is assisting Public Works with the Curb and Sidewalk Repair Projects; we are either removing trees or pruning and doing whatever is necessary to help with the sidewalk replacements.

Any Questions?

**Commissioner Smith** stated Commissioner Banks?

**Commissioner Banks-Neal** stated no questions.

**Commissioner Smith** stated Commissioner Brown?

**Commissioner Brown** stated no questions.

**Commissioner Smith** stated did you say there was no funding for these projects?

**Sabrina Barnes** stated we have funding for projects 1 thru 4, we've identified funding for 5 and we are identifying funding for 6. These are carryovers because they didn't get completed in this fiscal year and it's not likely that they will be done by September 30<sup>th</sup>. So they get carried over to the next fiscal year. We have funding available for projects 1 thru 5 and identified for 6 and then we have another list of projects that we've identified ranging from Roof Replacement at Rogers Park to upgrades at the second floor of Lockhaven Community Center for American with Disabilities Act (ADA) and other facilities that we are seeking funding for. Our goal is to put together responses to proposals before we even receive them. So when we get an RFP, we can tweak it and make it fit the circumstances and then get it out. This way we are not always trying to react to deadlines at the last minute. We have a new grants section who has committed to assisting us in both looking for funding and also writing grants so we can receive funding for our various projects.

**Commissioner Smith** stated the other question that I have is about your budget, do you have a budget request?

**Sabrina Barnes** stated we have our preliminary numbers in place and next week you can basically take a look at it for whenever your schedule permits. Of our preliminary numbers that we were to put in place, we've been given a mandate to not ask for increase. Everything is status quo.

**Commissioner Smith** stated thank you.

### **Commissioner's Comments**

**Commissioner Brown** stated what about the Labor Day Jazz Festival?

**Sabrina Barnes** stated planning is currently underway. We will be going to City Council on July 19<sup>th</sup>.

**Commissioner Brown** stated please convey the message that there were certain areas that the Commissioners were not allowed to go into. We need to upgrade entertainers and decrease vendor booth cost.

**Sabrina Barnes** stated I will let the promoters know.

**Commissioner Banks-Neal** stated Juneteenth Celebration, how did it come together?

**Sabrina Barnes** stated it was pulled together as a labor of love by Arrick Turner.

**Commissioner Banks-Neal** stated really nice program. I found out because I was one of the participants. Let him know that it was a great job. We need to find another medium to get event information out to the community.

**Commissioner Brown** stated use us to make distributions.

**Commissioner Smith** stated ask Charles to come before the Commission before the next Jazz Festival.

Meeting adjourned at 6:54 p.m.