



**MINUTES
CITY OF LAWDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – JANUARY 11th, 2021**

A. CALL TO ORDER AND ROLL CALL

Chairperson Woods called the WebEx hosted virtual meeting to order at 7:03 p.m.

Members Present: Daniel Woods, Chairperson
Christina Carroll, Vice Chairperson
Shirley Rudolph, Commissioner
Madonna Sitka, Commissioner
Erica Harbison, Commissioner

Members Absent: None

Others Present: Mike Estes, Director of Community Services

B. FLAG SALUTE

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

C. APPROVAL OF DECEMBER 14th, 2020 MINUTES

Commissioner Rudolph made a motion, seconded by Vice Chairperson Carroll, to approve the minutes of December 14th, 2020, as written.

Motion carries 5–0

D. PRESENTATIONS

None

E. ITEMS FROM CITIZENS

None

F. ITEMS FROM COMMUNITY SERVICES STAFF

1. Report Regarding Final Holiday Decorations Cost:

Director Estes reported to the PRSSC that final costs have not been provided for the holiday decorations purchases approved by the PRSSC for the purchase of LED string lights, installation of electrical infrastructure and related equipment and supplies. Although final costs are not in, Director Estes estimates that the costs will be approximately \$10,500.00. Director Estes will provide a final report to present to the PRSSC at its next regularly scheduled meeting. Director Estes offered to head up a holiday donations program for 2021 which would reduce the financial obligation of the PRSSC if this is something the City wants to do in future years.

2. New City Website To Go Live on January 20th:

Director Estes confirmed that the City will launch its new website platform on January 20th, pending City Council approval and/or direction provided at the January, 19th City Council meeting. Departments within the City have been editing and making adjustments since November in preparation for the new website launch. Future maintenance of the website, such as adding new elements and material, will be handled by each respective department.

3. Lawndale Council PTA Holiday Baskets Program:

Director Estes reported that liaison, Angie Berlin, with Lawndale Elementary School District (LESD) is requesting that the PRSSC hold off on future donations until further notice. In addition, the program's annual donations and contributions by the many entities that donate annually are sustainable and cover all program costs without any additional donations. The district will follow up with a date in which the donations can resume. The District is in favor of moving toward an annual disbursement, in place of bi-annual donations.

4. Annual Statement of Economic Interests, FFPC Form 700:

Director Estes confirmed email transmission of fillable, PDF, FFPC Form 700 originating from the City Clerk's Office. Director Estes reminded the PRSSC that the form is due on April 1st, 2021. As well, Estes identified commissioners in need of hard copies and verified that he will mail hard copies of the form to those that need them.

5. New Term Applications for 2021-2023:

Director Estes acknowledged necessary correction to inaccurate term dates identified as 2021-2123 in addition to confirming that renewal applications have been sent to all current commissioners and committee members. As well, Director Estes conveyed to the PRSSC that no application deadline has been set. Appointments to all commissions and committees will likely take place the final meeting of February or the first meeting in March.

6. Dan McKenzie Community Garden Update, Growing Year 2021:

Director Estes reported to the PRSSC that: 1) McKenzie Community Garden is full for growing year 2021; 2) staff training for garden, specifically monitoring and compliance checks are set to begin next week; 3) registered McKenzie Community Garden participation is predominately comprised of Lawndale residents and resident seniors; and 4) those that are interested in joining the program will be placed on a waiting list.

7. Discussion Pertaining to 2021 PRSSC Fireworks Stand:

Director Estes opened this item up for discussion by the PRSSC as it pertains to the 2021 PRSSC fireworks sales stand fundraising program. Director Estes suggested that applicable discussions take place in future meetings regarding the PRSSC's desire to host a fireworks sales stand in 2021. Director Estes confirmed that he will be reaching out to TNT and Phantom Fireworks in the near future to let them know we are in search of a property in Lawndale for 2021. In addition, Director Estes will be reaching out to the Centinela Valley Union High School District to see what the status is of the Performing Arts Center parking lot as a potential site for the 2021 fireworks stand fundraising program.

8. Termination of PRSSC Resolution 1084.5-20:

Director Estes suggested to the PRSSC that the members consider deactivating Resolution 1084.5-20; sponsorship of the Ladies Tea Party events scheduled for May, August and November 2020, and February 2021. Due to the Los Angeles County Department of Public Health and California State

Department of Public Health prohibition on group gatherings and the closure of the Harold E. Hofmann Community Center, it is unclear when this program will return due to COVID 19 restrictions. However, once the restrictions end and senior programming is once again allowed at the community center, Director Estes would like to bring back a PRSSC Purchasing Resolution for this program.

Chairperson Woods made a motion, seconded by Commissioner Sitka, to deactivate PRSSC Resolution 1084.5-20

Motion carries 5-0

G. PARK IMPROVEMENTS AND FACILITIES UPDATE

No Items

H. ITEMS FROM COMMISSIONERS

No Items

I. SPECIAL EVENTS UPDATE

No Items

J. MISCELLANEOUS

9. Individual Comments from Commissioners:

Commissioner Sitka requested a status update regarding new trash receptacles for William Green parking lot.

Director Estes reported to the PRSSC that despite the delays regarding the completion of this request, the Public Works Department has confirmed that a trash receptacle has been placed on order. Director Estes confirmed with the PRSSC that the trash receptacle will be put in place as soon as possible in hopes that this will help curtail or eliminate the litter that often collects at the William Green Park parking lot adjacent to W. 168th Street.

A number of commissioners wished everyone a Happy New Year with hopes that year 2021 will be much better than year 2020,

K. AGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

L. ADJOURNMENT

Chairperson Woods adjourned the meeting at 8:04 p.m. to a regularly scheduled meeting to be held on Monday, January 25th, 2021, via the Cisco WebEx teleconferencing platform.

Daniel Woods, Chairperson

Attest:

Mike Estes, Director of Community Services