



**MINUTES  
CITY OF LAWDALE  
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION  
REGULAR MEETING – JANUARY 25<sup>TH</sup>, 2021**

**A. CALL TO ORDER AND ROLL CALL**

Chairperson Woods called the WebEx hosted virtual meeting to order at 7:02 p.m.

Members Present: Daniel Woods, Chairperson  
Christina Carroll, Vice Chairperson  
Shirley Rudolph, Commissioner

Members Absent: Madonna Sitka, Commissioner

Others Present: Mike Estes, Director of Community Services

**B. FLAG SALUTE**

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

**C. APPROVAL OF JANUARY 11<sup>TH</sup>, 2021 MINUTES**

Commissioner Rudolph made a motion, seconded by Vice Chairperson Carroll, to approve the minutes of January 11<sup>th</sup>, 2021, as written.

**Motion carries 3–0**

**D. PRESENTATIONS**

None

**E. ITEMS FROM CITIZENS**

None

**F. ITEMS FROM COMMUNITY SERVICES STAFF**

**1. Final Expenses Report for PRSSC Holiday Decoration Costs:**

Director Estes presented the spreadsheet of final costs to the PRSSC which itemized each purchase. Out of the “Not to Exceed” amount of \$15,000.00 allocated by the PRSSC, the final costs for the Holiday Decorations program was \$11,077.69. The City is certain that the decorations will be available for use for future holiday decorations programs. Director Estes has offered to oversee a future donations program for holiday decorations in subsequent years. Funds transferred to cover expenditures of decorations from PRSSC to the applicable department budgets has been completed. The remaining balance in the PRSSC Fireworks Trust Fund account is \$89,204.30.

**2. PRSSC Resolutions for Expenditures Spreadsheet:**

Director Estes provided the attached Resolution for Expenditures spreadsheet to the PRSSC for procedural review. Overall donations awarded by the PRSSC for FY 2019-20 was \$19,753.50. Director Estes confirmed cancellation of several events throughout the year due to COVID-19 restraints at which funds were allocated by the PRSSC; however, were not used due to the pandemic as it relates to cancelled events.

**3. New City Website Live Effective January 20<sup>th</sup>, 2021:**

Director Estes confirmed live status of new City website. The website address remains the same – lawnadlecity.org. Information migrated over from the former site will continue to be monitored and modernized as each department will be required to maintain its own web pages.

**4. New Term Applications for 2021-2023:**

Director Estes confirmed current vacancies for new 2021-2023 term remain. Current commissioner applications have been received from Chairperson Woods and Commissioner Sitka. Commissioner Harbison’s appointment as City Clerk created an immediate vacancy not to be filled until the beginning of the new term. Several City-wide commissions will have likely have vacancies. Social Media will be a point of resource in acquiring new members. Director Estes will be the point of contact for interested parties for PRSSC commission vacancies.

**5. 2021 PRSSC Fireworks Fundraising Program and Application Materials:**

Director Estes made the PRSSC aware that the application for City participation in fireworks sales is due on or before January 28, 2021. The PRSSC members are in agreement that it is necessary to complete the application and turn it in on time in order to meet the first hurdle in having a fireworks sales stand in 2021. Director Estes confirmed with the PRSSC that he will complete the application and turn it in on time to the Finance Department so the PRSSC has met the first requirement if in fact the PRSSC determines it will have a fireworks sales stand in 2021.

Director Estes also reported to the PRSSC that he will be making contact with TNT, Phantom Fireworks as well as the Centinela Valley Union High School District to begin the search for a viable property for 2021 in case the PRSSC decides to host a sales stand.

**6. Potential Expansion of Park Hours in February:**

Director Estes reported to the PRSSC that consistent with each and every year, the Community Services Department typically expands hours for the school district-owned and City-owned parks as the days get longer. Director Estes reported to the PRSSC that the Community Services Department will look to extend parks hours by one hour once the days get long enough in February. No action is required at this time; however, Director Estes will return at a later date with details as it pertains to the expansion of park hours for the PRSSC to consider.

**G. PARK IMPROVEMENTS AND FACILITIES UPDATE**

No Items

**H. ITEMS FROM COMMISSIONERS**

No Items

**I. SPECIAL EVENTS UPDATE**

No Items

**J. MISCELLANEOUS**

**7. Individual Comments from Commissioners:**

One commissioner expressed her thanks and desire to resume in-person meetings.

**K. AGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING**

**8. Discussion Pertaining to 2021 PRSSC Fireworks Stand, February 8, 2021**

**L. ADJOURNMENT**

Chairperson Woods adjourned the meeting at 7:45 p.m. to a regularly scheduled meeting to be held on Monday, February 8<sup>th</sup>, 2021, via the Cisco WebEx teleconferencing platform.

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Daniel Woods, Chairperson

Attest:

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Mike Estes, Director of Community Services