



**MINUTES
CITY OF LAWDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – MARCH 8th, 2021**

A. OATH OF OFFICE

The Oath of Office was administered by Assistant City Clerk Matthew Ceballos from the City Clerk's office for Commissioner Reid, Commissioner Martinez, Vice Chairperson Carroll and Chairperson Woods. Commissioner Glass was not sworn in with the Oath of Office due to his tardiness.

B. CALL TO ORDER AND ROLL CALL

The meeting was called to order by Chairperson Daniel Woods at 7:00 p.m.

Members Present: Daniel Woods, Chairperson
Christina Carroll, Vice Chairperson
Jessica Martinez, Commissioner
Dan Reid, Commissioner

Note: Commissioner David Glass was tardy and appeared following the approval of the March 8, 2021 minutes agenda item.

Members Absent: None

Others Present: Mike Estes, Director of Community Services

C. FLAG SALUTE

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

D. APPROVAL OF FEBRUARY 22nd, 2021 MINUTES

Commissioner Reid made a motion, seconded by Chairperson Woods, to approve the minutes of February 22nd, 2021 without corrections.

Motion carries: 4-0 (Commissioner Glass tardy)

E. PRESENTATIONS

None

F. ITEMS FROM CITIZENS

None

G. ITEMS FROM COMMUNITY SERVICES STAFF

1. PRSSC Reorganization:

Director Estes facilitated the selection of Chairperson and Vice Chairperson to the Parks, Recreation and Social Services Commission (PRSSC). Director Estes informed the commissioners of the reorganizational requirements for the PRSSC. Terms for Chairperson and Vice Chairperson is one year to be determined by the PRSSC at the beginning of each new term and at the midpoint of each term. The floor was opened for nominations for Chairperson at which time Commissioner Reid was nominated and voted in by the remaining members for a term ending in March 2022. Subsequently, the floor was opened for nominations for Vice Chairperson at which time Commissioner Martinez was nominated and voted in by the remaining members for a term ending in March 2022.

2. Review of PRSSC Bylaws:

Director Estes reviewed the PRSSC Bylaws with the Commissioners and advised that hard copies of the Bylaws and Handbook for Advisory Bodies have been mailed to all Commissioners as of the previous week.

3. PRSSC Fireworks Stand Update:

Director Estes initiated a discussion with the PRSSC regarding the status of the 2021 PRSSC Fireworks Stand and to gauge the desire of the PRSSC to move forward with operating a fireworks stand in 2021. In addition, Director Estes informed the PRSSC that Request for Proposal (RFP) packets were sent to the only two pyrotechnic companies licensed in California on March 1st, 2021 soliciting responses. The RFP primarily solicits property options in addition to product pricing information with a due date of March 15th, 2021.

Director Estes informed the PRSSC that fireworks stand fundraising efforts from prior years have provided the PRSSC with revenue to fund social service, leisure and community-based donations and improvements to the City in general. A formal list and full report of allocated funds will be presented to the PRSSC at the March 22nd meeting. Full support was acknowledged by all commissioners in attendance to move forward with promoting and operating a fireworks stand for 2021.

4. South Bay Cities Council of Governments 21st General Assembly – Virtual Event:

Director Estes provided the PRSSC with an invitation to the South Bay Cities Council of Governments (SBCCOG) 21st General Assembly – Virtual Event. Director Estes informed the PRSSC that pre-registration is required for this free, virtual event. Various bodies of SBCCOG will be in attendance to present interesting information regarding SBCCOG projects, goals and objectives and local resources, opportunities and partnerships.

5. Housekeeping Items:

Director Estes informed the PRSSC of the following housekeeping items:

- a. The signed Oath of Office Acknowledgment hard copy is due to the City Clerk's Office as soon as possible.
- b. FPPC Form 700 is due to the City Clerk's office no later than April 1st, 2021.
- c. Handbook for Advisory Bodies has been mailed and will be reviewed upon receipt at a future meeting. Chairperson Reid acknowledged receipt and made mention of the fact that there were discrepancies in the print copy received and the version referenced to during the meeting.

H. PARK IMPROVEMENTS AND FACILITIES UPDATE

No Items

I. ITEMS FROM COMMISSIONERS

Chairperson Reid requested two items be included on the March 22nd, 2021, agenda for discussion:

- 1) Holiday decorations for forthcoming holiday season; and 2) PRSSC meeting times.

J. SPECIAL EVENTS UPDATE

6. Cancellation of 2021 March and April Special Event Programs:

Director Estes reported that following the staff report at which staff suggested that March and April events were to be cancelled, Mayor Robert-Pullen-Miles and the City Council directed staff to consider ideas for making some of these events virtual. City staff is working on a virtual Easter event to take place on Saturday, April 3rd, 2021. In addition, Director Estes reported that the Spring Clean Up Week event will be downscaled to include only the bulky and large items curbside pickup similar to 2020, and will be facilitated by the City's contracted waste hauler, Republic Services, Inc.

The annual Youth in Government Day program is one that staff has had discussions about potentially offering as a virtual event; however, in year's past this has been an invitation only event and interest in this program is generally limited to teachers, staff and participating students. As well, City staff believes that the Youth Day Parade cannot be made into a virtual event. The recommendation to cancel such events is attributed to the ongoing COVID-19 pandemic, continued closure of educational institutions and Los Angeles County Department of Public Health and California State Department of Public Health directives

K. MISCELLANEOUS

7. Individual Comments from Commissioners:

On behalf of Councilman Pat Kearney, Director Estes expressed congratulations to all of the new and returning Commissioners for their appointments to the PRSSC for a two-year term.

L. AGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

8. PRSSC Reorganization (March 8th, 2021)
9. Review of RFP for PRSSC Fireworks Stand (March 28th, 2021)

M. ADJOURNMENT

Chairperson Reid adjourned the meeting at 8:26 p.m. to a regularly scheduled meeting to be held on Monday, March 22nd, 2021, via the Cisco WebEx teleconferencing platform.

Daniel Reid, Chairperson

Attest:

Mike Estes, Director of Community Services