



**MINUTES
CITY OF LAWDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING –MONDAY, MARCH 13, 2023**

A. CALL TO ORDER AND ROLL CALL

Chairperson Martinez called the meeting to order at 7:06 p.m. in the City Hall Council Chamber located at 14717 Burin Avenue, Lawndale, CA 90260.

Members Present: Chairperson, Ignatius Lin
 Vice Chairperson, Joanne Loeza
 Commissioner, Daniel Woods
 Commissioner, Ana Maria Grisales
 Commissioner, Kenneth Miller

Members Absent: None

Others Present: Mike Estes, Director of Community Services

B. OATH OF OFFICE

On behalf of the City Council, City Clerk Erica Harbison administered the oath of office with the PRSSC members as a group. After the oath of office, City Clerk Harbison provided each commissioner with a certificate and collected signature documents from each member.

After the oath of office, Director Estes reviewed seat reorganization procedures with the PRSSC.

C. FLAG SALUTE

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

D. APPROVAL OF FEBRUARY 27, 2023, MINUTES

Commissioner Woods motioned to approve the February 27, 2023 minutes as written. The motion was seconded by Chairperson Lin.

Motion carries: 5-0

E. PRESENTATIONS

None scheduled.

F. ITEMS FROM CITIZENS

None present.

G. ITEMS FROM COMMUNITY SERVICES STAFF

1. PRSSC Reorganization, Determination of Seats for 2023-2024

Reorganization Procedures (Attachment 1)

Director Estes informed the PRSSC that due to the terms of appointed bodies being changed from June 1st to May 31st of each even numbered year to March 1st to February 28th of each odd numbered year, the PRSSC should reorganize at the beginning of the new term and at the mid-point of each term. Therefore, the PRSSC should reorganize tonight for the first year of the new term.

Director Estes briefly discussed the process for nominations and votes of approval such as: 1) nominations do not need to be seconded; 2) a nomination can be accepted or denied; 3) votes will be taken with a show of hands; 4) the floor will be opened to nominations for the Chairperson seat first; and 5) the floor will be opened for nominations for the Vice Chairperson seat once the Chairperson has been selected.

Director Estes opened the floor to nominations for the Chairperson seat:

- Chairperson Woods nominated Vice Chairperson Lin for Chairperson.
- Director Estes closed the floor to nominations for Chairperson.

Nomination carries 5 – 0.

Chairperson Lin opened the floor to nominations for the Vice Chairperson seat:

- Commissioner Woods nominated Commissioner Grisales for Vice Chairperson.
- Commissioner Miller nominated Commissioner Loeza for Vice Chairperson
- Commissioner Grisales nominated Commissioner Miller for Vice Chairperson
- Chairperson Lin closed the floor to nominations for Vice Chairperson.

Nomination carries 5 – 0, Commissioner Loeza for Vice Chairperson.

Director Estes reviewed the attendance requirements with the PRSSC and stressed two attendance requirements: 1) all PRSSC members must have fewer than 25% absences; and 2) all PRSSC members must avoid three consecutive absences. Those members in violation could be subject to removal. However, absences due to illness or extenuating circumstances will always be taken into consideration

2. Recreation Facility Security Camera Replacement Project Update

Director Estes provided a brief update regarding the security camera replacement project and indicated the goal is to complete the project in May, 2023.

Commissioner Woods inquired who will have access to the phone application to monitor the cameras at the City parks.

Director Estes responded that Municipal Services Department and Community Services Department will be monitoring the cameras.

3. 2023 Spring Program Brochure

2023 Spring Program Brochure (Attachment 2)

Director Estes provided a brief overview of the Spring Recreation brochure and the activities and events available to the public.

Commissioner Grisales inquired if the brochure is available in Spanish and inquired on senior services.

Director Estes responded that due to budget limitations and the brochure format, the brochure information is only available in English and responded to the senior services queries.

4. PRSSC Fireworks Stand Fundraising Program

Fireworks Stand Scheduling Spreadsheet (Attachment 3)

Director Estes provided a brief report for the PRSSC Fireworks Stand Fundraising Program, the history, and the process and presented the shift schedule.

A lengthy dialogue ensued between PRSSC and staff regarding the booth location and the operation schedules. Staff was able to fill the entire booth schedule beginning June 29, 2023 through July 4, 2023. Since the PRSSC desires to move forward with facilitating a fundraising stand in 2023, Director Estes will secure the 7-11 at Manhattan Beach Boulevard and Prairie Avenue.

H. ITEMS FROM COMMISSIONERS

None Submitted

I. SPECIAL EVENTS UPDATE

5. 2023 Easter Eggstravaganza Event, Saturday, April 8, 2023 at William Green Park and Jane Addams Park, 9:30 am to 12:30 pm

Event Flyer (Attachment 4)

Director Estes provided brief details of the 2023 Easter Eggstravaganza Event

6. 2023 Lawndale Youth Day Parade, Saturday, April 22, 2023, Alondra Park/Civic Center Plaza, 10:00 am

Youth Day Parade Advertising Post Card and Event Flyers (Attachment 5)

Director Estes provided a description of the 2023 Lawndale Youth Day Parade.

7. PRSSC Youth Day Parade Participation

Director Estes solicited involvement from the PRSSC to volunteer to drive an elected official at the Youth Day Parade event and invited the PRSSC to participate if available and interested.

8. Memorial Day Remembrance Program, Monday, May 29, 2023, at Veteran's Memorial Wall, 9:00 am

Director Estes provided a description of the Memorial Day Remembrance Program.

9. Health, Safety and Pet Fair, Saturday, June 3, 2023, at Jane Addams Park, 10:00 am to 2:00 pm

Director Estes provided information for the Health, Safety and Pet Fair event and announced a skating rink is a new element added to the event.

J. MISCELLANEOUS

10. Individual Comments from Commissioners:

Commissioner Woods and Chairperson Lin applauded all new commissioners for their professional commitment to PRSSC.

K. ADGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

11. 2023 PRSSC Fireworks Stand Fundraising Program, March 27, 2023

K. ADJOURMENT

Chairperson Martinez adjourned the meeting at 8:57 p.m. to a regularly scheduled meeting to be held on Monday, March 27, 2023, at 7:00 pm to be held at the City Hall Council Chamber located at 14717 Burin Avenue, Lawndale, CA 90260.

Ignatius Lin, Chairperson

Attest:

Mike Estes, Director of Community Services