



**CITY OF LAWNDALE
AGENDA
PARKS, RECREATION AND
SOCIAL SERVICES COMMISSION**

Monday, April 28, 2025, 6:30 PM
Council Chambers
14717 Burin Ave
Lawndale, CA 90260

**** Revised ****

Copies of this agenda and written documentation related to each agenda item may be obtained prior to the meeting at the Hofmann Community Center, located at 14700 Burin Avenue. Interested parties may contact the Community Services Department at (310) 973-3270 for clarification regarding individual agenda items.

A. CALL TO ORDER AND ROLL CALL

B. FLAG SALUTE

C. APPROVAL OF MINUTES

1. Approval of the Minutes from the April 14, 2025, Commission Meeting
— Staff recommend that the Commission review and approve the minutes from the April 14, 2025, Parks, Recreation and Social Services Commission meeting.

D. PRESENTATIONS

E. ORAL COMMUNICATIONS - Items not on the agenda (Public Comments)

F. COMMENTS FROM COMMISSIONERS

G. ADMINISTRATIVE MATTERS

2. Approve Monday, May 26, as a Dark Night
Staff recommend that the Commission approve Monday, May 26, 2025, as a dark night in honor of the Memorial Day Holiday.
3. Operation of a Fireworks Stand
— Staff recommend that the Commission review and discuss the staffing of the proposed Fireworks Stand based on the availability of the Commissioners, and provide direction for the next set of deadlines.

H. DIRECTOR'S REPORT

4. Director's Report - April 28, 2025

I. ITEMS FROM COMMISSIONERS

J. SPECIAL EVENTS UPDATE

5. Memorial Day Remembrance: Monday, May 26, 2025
6. Health, Safety and Pet Fair: Saturday, June 7, 2025
7. Concert in the Park: Saturday, June 28, 2025 - Date Change

K. MISCELLANEOUS

L. ADJOURNMENT

The next regularly scheduled meeting of the City Council will be held at 6:30 p.m. on Monday, May 12, 2025, in the Lawndale City Hall Council Chamber, 14717 Burin Avenue, Lawndale, California

It is the intention of the City of Lawndale to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you need special assistance beyond what is normally provided, we will attempt to accommodate you in every reasonable manner. Please contact the Community Services Department at (310) 973-3270, at least forty-eight (48) hours prior to the meeting to inform us of your needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodation to attend or participate in meetings on a regular basis.

I hereby certify under penalty of perjury under the laws of the State of California that the agenda for the regular meeting of the Lawndale Parks, Recreation and Social Services Commission to be held on Monday, April 28, 2025, was posted no less than 72 hours prior to the meeting.

Jason Minter

Director of Community Services

Date Posted: April 24, 2025



CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: April 28, 2025
TO: Honorable Mayor and City Council
FROM: Jason Minter, Community Services Director
PREPARED BY: Jason Minter, Community Services Director
SUBJECT: **Approval of the Minutes from the April 14, 2025, Commission Meeting**

Staff recommend that the Commission review and approve the minutes from the March 24, 2025, Parks, Recreation and Social Services Commission meeting.

Attachments

[4-14-25 PRSSC Minutes.pdf](#)



**MINUTES
CITY OF LAWDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING
MONDAY, APRIL 14, 2025**

A. CALL TO ORDER AND ROLL CALL

Vice Chairperson Wood called the meeting to order at 6:34 pm in the City Hall Council Chambers, located at 14717 Burin Avenue, Lawndale, CA 90260.

Members Present: Vice Chairperson Wood
Commissioner Woods
Commissioner Collins

Members Absent: Commissioner Castro
Chairperson Miller

Staff Present: Community Services Director, Jason Minter

B. FLAG SALUTE

Commissioner Woods led the flag salute.

C. APPROVAL OF MINUTES

1. Approval of the Minutes from the March 24, 2025, Commission Meeting

A motion was made by Commissioner Woods and seconded by Commissioner Collins to approve the March 24, 2025, minutes as written.

Motion carried 3-0, absent Commissioner Castro and Chairperson Miller.

D. PRESENTATIONS

None.

E. ORAL COMMUNICATIONS – Items not on the agenda (Public Comments)

None.

F. COMMENTS FROM COMMISSIONERS

Commissioner Collins asked questions about Addams Park, including the status of the wading pool, the horseshoe pits, and the potential for a splash pad. She also asked if the playground could be pressure washed. She also requested that inflatable bouncers be allowed in Lawndale Parks, and asked what the PRSSC would have to do to help bring them back. Staff will return with information at a future meeting.

Commissioner Wood asked about the Row being a de Facto Park in the city.

G. ADMINISTRATIVE MATTERS

2. Lawndale Beat Ridership Report

Director Minter provided a brief overview of the report, along with the additional information that summarized the current fiscal year's data for ridership, fares, and on-time status. After a brief discussion there was a motion to accept and file the report by Commissioner Woods, which was seconded by Commissioner Wood.

Motion carried 3-0, absent Commissioner Castro and Chairperson Miller.

3. PRSSC Operation of a Fireworks Stand.

Director Minter introduced the discussion and added information from the previous meeting. After a lengthy discussion focused on the location, Commissioner availability, and volunteers, a motion was made by Commissioner Collins to direct staff to pursue the Westwood Building Materials location and work with TNT Fireworks as the supplier/vendor. In addition, the Commission asks that staff have a mock schedule for Commissioners to identify days and times that they would be available and/or willing to commit to the Fireworks Stand. The motion was seconded by Commissioner Woods.

Motion carried 3-0, absent Commissioner Castro and Chairperson Miller.

H. DIRECTOR'S REPORT

4. Director's Report

Director Minter discussed Commissioner pictures, the Hofmann Community Center rental program, the new Saturday community center hours, the Hopper Park Shade Cover project that will be presented to Council at the next meeting, and the closure of Rogers Anderson Park/School for the irrigation repair project.

I. ITEMS FROM COMMISSIONERS

None.

J. SPECIAL EVENT UPDATE

5. Youth Day Parade

Director Minter shared that the parade was less than two weeks away. Commissioners were invited to assist with the parade in one of two options: 1. Driving the rental cars with the City Council member; or 2. Serving as the just for the parade entries. Commissioners shared their preferences and availability, with additional information to be shared by staff.

6. Memorial Day Remembrance Event

Director Minter shared that Commissioners were welcome to attend the Memorial Day Remembrance event that will be held on Memorial Day.

7. Health, Safety and Pet Fair

The Health, Safety and Pet Fair is currently in the planning process. Director Minter shared some of the highlights for the event, including the addition of a Ninja Nation obstacle course. A lot of excitement already for the Ninja Nation Course at this year's fair.

8. Concert in the Park

Director Minter shared that planning was still in the early stages for the concert that will be held on June 21. If any Commissioners had contacts for bands to please share with the Director.

K. MISCELLANEOUS

None.

L. ADJOURNMENT

Vice Chairperson Wood adjourned the meeting at 8:19 pm. to the next regularly scheduled meeting on Monday, April 28, 2025, at 6:30 pm in the Lawndale City Council Chambers, 14717 Burin Avenue.

Kenneth Miller, Chairperson

Attest: _____
Jason Minter, Community Services Director



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SOCIAL SERVICES COMMISSION**

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: April 28, 2025

TO: Honorable Chairperson and Commissioners

PREPARED BY: Jason Minter, Community Services Director

RE: Approve Monday, May 26, as a Dark Night

The Parks, Recreation and Social Services Commission currently meets twice a month on the second and fourth Mondays of the month. In May 2025, the fourth Monday of the month falls on Memorial Day, a City and Federal holiday.

Staff recommend the Commission approve May 26, 2025, as a Commission dark night.

Members of the Commission are invited to join the Memorial Day Remembrance Event that morning, which begins at 8:30 am with light refreshments, followed by a ceremony that begins at 9:00 am.



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DATE: April 28, 2025
TO: Honorable Chairperson and Commissioners
PREPARED BY: Jason Minter, Community Services Director
RE: Operation of a Fireworks Stand

BACKGROUND/ANALYSIS

For many years the Parks, Recreation and Social Services Commission (PRSSC) has operated a Safe and Sane Fireworks Stand in the City of Lawndale. The PRSSC has been given permission to operate a Fireworks Stand each year, regardless of how many applications are received by the Finance Department.

The Commission has not operated a Fireworks Stand in more than 5 years due to a variety of reasons, including not having enough volunteers and the pandemic. It has been reported in the minutes from meetings in 2022 and 2023 that the Commission was having challenges with staffing the stand. At one of the recent meetings, Commissioner Woods shared that there was a requirement that at least 2 commission members be in the stand at all times. The current administration does not know where that requirement came from or who imposed it on the commission. In speaking with a Commissioner that worked several stands more than a few years ago, they did not remember that requirement.

During the last Commission meeting, direction was provided to staff to confirm TNT as the proposed vendor, with a desired location at the corner of Inglewood Avenue and Manhattan Beach Blvd., in the Westwood Building Materials lot. Staff have informed TNT of this direction, and asked if they can provide more information on the site and the Commission's commitments should they be allowed to move forward at that location.

Per the Firework Stand Permit requirements, the proposed location of the stand and plot plan approved by the owner of the property must be submitted to the Community Development Department by Thursday, May 1, 2025. In addition, public liability and property damage insurance must be filed with the City Clerk on or before May 1. Subsequent to these items, the site location and license must be approved by the Fire Marshall on or before May 15, 2025.

As requested, staff sent out a 'schedule' of hours for operating the fireworks stand, asking the Commissioners to fill in their availability. Staff will compile the availability provided by the Commissioners in hopes of having a more clear picture of whether or not staffing the Fireworks Stand is feasible. This will require review and discussion by the Commission, with further direction provided to staff.

RECOMMENDATION

Staff recommend that the Commission review and discuss the staffing of the proposed Fireworks Stand based on the availability of the Commissioners, and provide direction for the next set of deadlines.



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DATE: April 28, 2025

TO: Honorable Chairperson and Commissioners

PREPARED BY: Jason Minter, Community Services Director

RE: Director's Report - April 28, 2025

The following topics will be discussed during the Director's report:

- Welcome to the New Commissioner
- Commissioner Pictures
- Hopper Park Shade Cover Replacement Project - Update
- Rogers Anderson Park Closure - Irrigation Project Ongoing
- Youth in Government Day
- Youth Day Parade Report