



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

Monday, May 12, 2025, 6:30 PM
Council Chambers
14717 Burin Ave
Lawndale, CA 90260

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 28, 2025, Commission Meeting
— Staff recommend that the Commission review and approve the minutes from the April 28, 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. Lawndale Beat Ridership Report - April 2025
— Staff recommend that the Commission Accept and File the Lawndale Beat Ridership Report for April 2025.
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 - May 12, 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

K. MISCELLANEOUS

L. ADJOURNMENT

The next regularly scheduled meeting of the City Council will be held at 6:30 p.m. on Monday, June 9, 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, May 12, 2025, was posted no less than 72 hours prior to the meeting.

Jason Minter

Director of Community Services

Date Posted: May 9, 2025



CITY OF LAWDALE

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

DATE: May 12, 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 28, 2025, Commission Meeting**

Staff recommend that the Commission review and approve the minutes from the April 28, 2025, Parks, Recreation and Social Services Commission meeting.

Attachments

[4-28-25 PRSSC Minutes.pdf](#)



**MINUTES
CITY OF LAWDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING
MONDAY, APRIL 28, 2025**

A. CALL TO ORDER AND ROLL CALL

Chairperson Miller called the meeting to order at 6:30 pm in the City Hall Council Chambers, located at 14717 Burin Avenue, Lawndale, CA 90260.

Members Present: Commissioner Castro
 Commissioner Wood
 Vice Chairperson Woods
 Chairperson Miller

Members Absent: Commissioner Collins

Staff Present: Community Services Director, Jason Minter

B. FLAG SALUTE

Commissioner Castro led the flag salute.

C. APPROVAL OF MINUTES

1. Approval of the Minutes from the April 14, 2025, Commission Meeting

A motion was made by Commissioner Wood and seconded by Commissioner Woods to approve the April 14, 2025, minutes as written.

Motion carried 4-0, absent Commissioner Collins.

D. PRESENTATIONS

None.

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

None.

F. COMMENTS FROM COMMISSIONERS

Director Minter asked that Commissioner Castro introduce herself and then have the rest of the Commissioners do a brief introduction as well.

G. ADMINISTRATIVE MATTERS

2. Approve Monday, May 26, as a Dark Night

Commissioner Woods made a motion to approve the staff recommendation of approving May 26 as a dark night. The motion was seconded by Chairperson Miller.

Motion carried 4-0, absent Commissioner Collins.

3. PRSSC Operation of a Fireworks Stand.

Director Minter provided a brief introduction to the report and introduced Maria Ortiz from TNT Fireworks. There was a lengthy discussion regarding locations, pros and cons, with questions from the commission to both staff and the vendor. Director Minter asked that the

commission discuss availability before handling the location. Chairperson Miller asked that they go day by day to discuss availability and fill in the schedule.

After the schedule was complete, the Commission discussed the location options, and asked questions about the site to both staff and vendor. The discussion included potential costs, parking, foot traffic, and availability. Chairperson Miller made a motion to select the Prairie and Manhattan Beach Blvd. site. A second was made by Commissioner Wood.

Motion carried 4-0, absent Commissioner Collins.

H. DIRECTOR'S REPORT

4. Director's Report

Director Minter welcomed Commissioner Castro, discussed Commissioner pictures, the Hopper Park Shade Cover project that was approved by City Council, the status of Rogers Anderson Park/School irrigation project, Youth in Government Day, and the cancelled Youth Day Parade.

I. ITEMS FROM COMMISSIONERS

None.

J. SPECIAL EVENT UPDATE

5. 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.

6. 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.

7. Concert in the Park

Director Minter shared that planning was still in the early stages for the concert but there was a change of dates to June 28. Chairperson Miller pointed out that was the same day as the fireworks stand opening.

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



**CITY OF LAWDALE
PARKS, RECREATION, AND
SOCIAL SERVICES COMMISSION**

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

DATE: May 12, 2025
TO: Honorable Chairperson and Commissioners
PREPARED BY: Jason Minter, Community Services Director
RE: Lawndale Beat Ridership Report - April 2025

The Lawndale Beat Ridership Report for April 2025 is attached for your review. Staff recommend that the Commission Accept and File the report.

Attachments

[Attachment A: Lawndale Beat Report-April 2025](#)

SUMMARY MANAGEMENT REPORT
April 2025

FIXED ROUTE SUMMARY

	Total Passengers	Total Revenue Hours	Revenue Miles	Ridership / Rev Hour	Collected Fares	Farebox Recovery per Passenger	On-Time Percentage	# Of Operating Days
Residential	623	322.82	3,495	1.93	\$136.95	\$0.22	89.69%	30
Express	371	296.08	3,987	1.25	\$114.09	\$0.31	92.63%	30
Total	994	618.90	7,482	1.61	\$251.04	\$0.25	91.27%	

FIXED ROUTE - RIDERSHIP AND FARECOUNT REPORT - RESIDENTIAL

April 2025

		Total Pax	REG CASH	SENIOR & DISABLED	FREE	W/C	TAP SCANS	COLLECTED FARES	PROJECTED FARES	DIFF
Date			0.75c	Free						
Tuesday	1-Apr	21	7	10	4	0	0	\$5.20	\$5.25	-\$0.05
Wednesday	2-Apr	26	12	13	1	0	0	\$8.80	\$9.00	-\$0.20
Thursday	3-Apr	37	7	28	2	0	0	\$6.35	\$5.25	\$1.10
Friday	4-Apr	15	4	6	5	0	0	\$2.75	\$3.00	-\$0.25
Saturday	5-Apr	10	2	7	1	0	0	\$1.50	\$1.50	\$0.00
Sunday	6-Apr	11	0	8	3	0	0	\$0.00	\$0.00	\$0.00
Monday	7-Apr	35	12	15	8	0	0	\$9.20	\$9.00	\$0.20
Tuesday	8-Apr	25	12	11	2	0	0	\$9.00	\$9.00	\$0.00
Wednesday	9-Apr	20	6	9	5	0	0	\$4.46	\$4.50	-\$0.04
Thursday	10-Apr	50	7	16	27	0	0	\$6.65	\$5.25	\$1.40
Friday	11-Apr	21	5	11	5	0	0	\$3.86	\$3.75	\$0.11
Saturday	12-Apr	9	2	6	1	0	0	\$1.75	\$1.50	\$0.25
Sunday	13-Apr	3	1	2	0	0	0	\$1.00	\$0.75	\$0.25
Monday	14-Apr	17	7	7	3	0	0	\$4.80	\$5.25	-\$0.45
Tuesday	15-Apr	23	8	9	6	0	0	\$6.25	\$6.00	\$0.25
Wednesday	16-Apr	28	10	10	8	0	0	\$7.83	\$7.50	\$0.33
Thursday	17-Apr	23	10	12	1	0	0	\$7.45	\$7.50	-\$0.05
Friday	18-Apr	24	9	10	5	0	0	\$6.93	\$6.75	\$0.18
Saturday	19-Apr	7	2	4	1	0	0	\$1.52	\$1.50	\$0.02
Sunday	20-Apr	4	1	3	0	0	0	\$0.75	\$0.75	\$0.00
Monday	21-Apr	26	7	12	7	0	0	\$4.89	\$5.25	-\$0.36
Tuesday	22-Apr	19	2	7	10	0	0	\$2.00	\$1.50	\$0.50
Wednesday	23-Apr	29	9	12	8	0	0	\$6.95	\$6.75	\$0.20
Thursday	24-Apr	25	4	12	9	0	0	\$3.04	\$3.00	\$0.04
Friday	25-Apr	14	1	10	3	0	0	\$0.50	\$0.75	-\$0.25
Saturday	26-Apr	9	6	3	0	0	0	\$4.00	\$4.50	-\$0.50
Sunday	27-Apr	15	4	8	3	0	0	\$3.05	\$3.00	\$0.05
Monday	28-Apr	28	7	11	10	0	0	\$5.10	\$5.25	-\$0.15
Tuesday	29-Apr	23	10	7	6	0	0	\$7.42	\$7.50	-\$0.08
Wednesday	30-Apr	26	5	12	9	0	0	\$3.95	\$3.75	\$0.20
Total Weekday		555	161	250	144	0	0	\$123.38	\$120.75	\$2.63
Total (Sat)		35	12	20	3	0	0	\$8.77	\$9.00	-\$0.23
Total (Sunday)		33	6	21	6	0	0	\$4.80	\$4.50	\$0.30
Grand Total		623	179	291	153	0	0	\$136.95	\$134.25	\$2.70

FIXED ROUTE - RIDERSHIP AND FARECOUNT REPORT - EXPRESS

April 2025

		Total Pax	REG CASH	SENIOR & DISABLED	FREE	W/C	TAP SCANS	COLLECTED FARES	PROJECTED FARES	DIFF
Date			0.75c	Free						
Tuesday	1-Apr	8	3	2	3	0	0	\$2.00	\$2.25	-\$0.25
Wednesday	2-Apr	6	1	4	1	0	0	\$1.25	\$0.75	\$0.50
Thursday	3-Apr	10	3	5	2	0	0	\$2.75	\$2.25	\$0.50
Friday	4-Apr	5	2	3	0	0	0	\$1.75	\$1.50	\$0.25
Saturday	5-Apr	5	2	3	0	0	0	\$2.00	\$1.50	\$0.50
Sunday	6-Apr	4	1	3	0	0	0	\$1.00	\$0.75	\$0.25
Monday	7-Apr	11	4	7	0	0	0	\$4.35	\$3.00	\$1.35
Tuesday	8-Apr	14	7	4	3	0	0	\$5.65	\$5.25	\$0.40
Wednesday	9-Apr	19	7	6	6	0	0	\$5.35	\$5.25	\$0.10
Thursday	10-Apr	11	5	5	1	0	0	\$3.60	\$3.75	-\$0.15
Friday	11-Apr	15	10	5	0	0	0	\$7.50	\$7.50	\$0.00
Saturday	12-Apr	4	0	4	0	0	0	\$0.00	\$0.00	\$0.00
Sunday	13-Apr	7	0	4	3	0	0	\$0.00	\$0.00	\$0.00
Monday	14-Apr	12	6	4	2	0	0	\$5.00	\$4.50	\$0.50
Tuesday	15-Apr	16	4	8	4	0	0	\$4.25	\$3.00	\$1.25
Wednesday	16-Apr	13	6	7	0	0	0	\$4.20	\$4.50	-\$0.30
Thursday	17-Apr	14	8	5	1	0	0	\$6.00	\$6.00	\$0.00
Friday	18-Apr	16	1	12	3	0	0	\$0.75	\$0.75	\$0.00
Saturday	19-Apr	5	0	4	1	0	0	\$0.00	\$0.00	\$0.00
Sunday	20-Apr	3	1	2	0	0	0	\$1.00	\$0.75	\$0.25
Monday	21-Apr	13	8	4	1	0	0	\$6.50	\$6.00	\$0.50
Tuesday	22-Apr	21	10	8	3	0	0	\$7.35	\$7.50	-\$0.15
Wednesday	23-Apr	34	10	19	5	0	0	\$6.00	\$7.50	-\$1.50
Thursday	24-Apr	23	9	14	0	0	0	\$6.95	\$6.75	\$0.20
Friday	25-Apr	10	4	6	0	0	0	\$3.29	\$3.00	\$0.29
Saturday	26-Apr	9	4	4	1	0	0	\$3.37	\$3.00	\$0.37
Sunday	27-Apr	9	6	3	0	0	0	\$4.76	\$4.50	\$0.26
Monday	28-Apr	11	7	3	1	0	0	\$5.15	\$5.25	-\$0.10
Tuesday	29-Apr	20	10	9	1	0	0	\$8.05	\$7.50	\$0.55
Wednesday	30-Apr	23	6	12	5	0	0	\$4.27	\$4.50	-\$0.23
Total Weekday		325	131	152	42	0	0	\$101.96	\$98.25	\$3.71
Total (Sat)		23	6	15	2	0	0	\$5.37	\$4.50	\$0.87
Total (Sunday)		23	8	12	3	0	0	\$6.76	\$6.00	\$0.76
Grand Total		371	145	179	47	0	0	\$114.09	\$108.75	\$5.34

FIXED ROUTE - COMBINED RIDERSHIP AND FARES

April 2025

		Total Pax	REG CASH	SENIOR & DISABLED	FREE	W/C	TAP SCANS	COLLECTED FARES	PROJECTED FARES	DIFF
Date			0.75c	Free						
Tuesday	4/1	29	10	12	7	0	0	\$7.20	\$7.50	-\$0.30
Wednesday	4/2	32	13	17	2	0	0	\$10.05	\$9.75	\$0.30
Thursday	4/3	47	10	33	4	0	0	\$9.10	\$7.50	\$1.60
Friday	4/4	20	6	9	5	0	0	\$4.50	\$4.50	\$0.00
Saturday	4/5	15	4	10	1	0	0	\$3.50	\$3.00	\$0.50
Sunday	4/6	15	1	11	3	0	0	\$1.00	\$0.75	\$0.25
Monday	4/7	46	16	22	8	0	0	\$13.55	\$12.00	\$1.55
Tuesday	4/8	39	19	15	5	0	0	\$14.65	\$14.25	\$0.40
Wednesday	4/9	39	13	15	11	0	0	\$9.81	\$9.75	\$0.06
Thursday	4/10	61	12	21	28	0	0	\$10.25	\$9.00	\$1.25
Friday	4/11	36	15	16	5	0	0	\$11.36	\$11.25	\$0.11
Saturday	4/12	13	2	10	1	0	0	\$1.75	\$1.50	\$0.25
Sunday	4/13	10	1	6	3	0	0	\$1.00	\$0.75	\$0.25
Monday	4/14	29	13	11	5	0	0	\$9.80	\$9.75	\$0.05
Tuesday	4/15	39	12	17	10	0	0	\$10.50	\$9.00	\$1.50
Wednesday	4/16	41	16	17	8	0	0	\$12.03	\$12.00	\$0.03
Thursday	4/17	37	18	17	2	0	0	\$13.45	\$13.50	-\$0.05
Friday	4/18	40	10	22	8	0	0	\$7.68	\$7.50	\$0.18
Saturday	4/19	12	2	8	2	0	0	\$1.52	\$1.50	\$0.02
Sunday	4/20	7	2	5	0	0	0	\$1.75	\$1.50	\$0.25
Monday	4/21	39	15	16	8	0	0	\$11.39	\$11.25	\$0.14
Tuesday	4/22	40	12	15	13	0	0	\$9.35	\$9.00	\$0.35
Wednesday	4/23	63	19	31	13	0	0	\$12.95	\$14.25	-\$1.30
Thursday	4/24	48	13	26	9	0	0	\$9.99	\$9.75	\$0.24
Friday	4/25	24	5	16	3	0	0	\$3.79	\$3.75	\$0.04
Saturday	4/26	18	10	7	1	0	0	\$7.37	\$7.50	-\$0.13
Sunday	4/27	24	10	11	3	0	0	\$7.81	\$7.50	\$0.31
Monday	4/28	39	14	14	11	0	0	\$10.25	\$10.50	-\$0.25
Tuesday	4/29	43	20	16	7	0	0	\$15.47	\$15.00	\$0.47
Wednesday	4/30	49	11	24	14	0	0	\$8.22	\$8.25	-\$0.03
Weekday		880	292	402	186	0	0	\$225.34	\$219.00	\$6.34
Total (Sat)		58	18	35	5	0	0	\$14.14	\$13.50	\$0.64
Total (Sunday)		56	14	33	9	0	0	\$11.56	\$10.50	\$1.06
Grand Total		994	324	470	200	0	0	\$251.04	\$243.00	\$8.04

FIXED ROUTE - HOURS and MILES

April 2025

	Date	Total Passengers	DAILY TOTAL HOURS			DAILY REVENUE HOURS				Pax/Rev Hr	DAILY TOTAL MILES			DAILY REVENUE MILES		
			Residenti al	Express	Gross Hours	Residenti al	Express	Revenue Hours	Residenti al		Express	Gross Miles	Residen tial	Express	Revenue Miles	
Tuesday	4/1	29	12.42	12.00	24.42	11.65	10.58	22.23	1.30	131	153	284	126	144	270	
Wednesday	4/2	32	12.58	12.00	24.58	11.65	10.58	22.23	1.44	132	143	275	126	126	252	
Thursday	4/3	47	12.75	11.50	24.25	11.65	10.58	22.23	2.11	141	149	290	126	144	270	
Friday	4/4	20	12.25	11.08	23.33	11.65	10.58	22.23	0.90	134	148	282	126	144	270	
Saturday	4/5	15	9.63	10.00	19.63	9.15	9.25	18.40	0.82	104	131	235	99	126	225	
Sunday	4/6	15	9.42	7.67	17.09	7.48	6.58	14.06	1.07	87	95	182	81	90	171	
Monday	4/7	46	12.67	11.58	24.25	11.65	10.58	22.23	2.07	133	151	284	126	144	270	
Tuesday	4/8	39	12.67	11.58	24.25	11.65	10.58	22.23	1.75	143	153	296	126	144	270	
Wednesday	4/9	39	12.67	11.25	23.92	11.65	10.58	22.23	1.75	143	149	292	126	144	270	
Thursday	4/10	61	12.17	11.67	23.84	11.65	10.58	22.23	2.74	138	149	287	126	144	270	
Friday	4/11	36	12.58	11.90	24.48	11.65	10.58	22.23	1.62	141	139	280	126	126	252	
Saturday	4/12	13	9.72	10.25	19.97	9.15	9.25	18.40	0.71	104	130	234	99	126	225	
Sunday	4/13	10	9.42	7.50	16.92	7.48	6.58	14.06	0.71	87	96	183	81	90	171	
Monday	4/14	29	12.67	12.00	24.67	11.65	10.58	22.23	1.30	136	153	289	126	144	270	
Tuesday	4/15	39	12.67	11.33	24.00	11.65	10.58	22.23	1.75	134	152	286	126	144	270	
Wednesday	4/16	41	12.58	11.50	24.08	11.65	10.58	22.23	1.84	133	152	285	126	144	270	
Thursday	4/17	37	12.58	11.83	24.41	11.65	10.58	22.23	1.66	134	150	284	126	144	270	
Friday	4/18	40	12.42	11.97	24.39	11.65	10.58	22.23	1.80	131	158	289	126	144	270	
Saturday	4/19	12	9.72	10.40	20.12	9.15	9.25	18.40	0.65	105	131	236	99	126	225	
Sunday	4/20	7	9.33	7.58	16.91	7.48	6.58	14.06	0.50	86	88	174	81	81	162	
Monday	4/21	39	12.58	11.90	24.48	11.65	10.58	22.23	1.75	135	154	289	126	144	270	
Tuesday	4/22	40	12.58	11.83	24.41	11.65	10.58	22.23	1.80	135	153	288	126	144	270	
Wednesday	4/23	63	12.67	11.33	24.00	11.65	10.58	22.23	2.83	141	155	296	126	144	270	
Thursday	4/24	48	12.25	12.08	24.33	11.65	10.58	22.23	2.16	137	153	290	126	144	270	
Friday	4/25	24	12.25	11.90	24.15	11.65	10.58	22.23	1.08	139	150	289	126	144	270	
Saturday	4/26	18	9.72	10.23	19.95	9.15	9.25	18.40	0.98	105	131	236	99	126	225	
Sunday	4/27	24	9.42	7.25	16.67	7.48	6.58	14.06	1.71	87	94	181	81	90	171	
Monday	4/28	39	12.67	11.83	24.50	11.65	10.58	22.23	1.75	133	153	286	126	144	270	
Tuesday	4/29	43	12.42	12.00	24.42	11.65	10.58	22.23	1.93	139	152	291	126	144	270	
Wednesday	4/30	49	13.83	11.87	25.70	11.65	10.58	22.23	2.20	137	156	293	129	144	273	
Total Weekday		880	276.93	257.93	534.86	256.30	232.76	489.06	1.80	3,000	3,325	6,325	2,775	3,132	5,907	
Total (Sat)		58	38.79	40.88	79.67	36.60	37.00	73.60	0.79	418	523	941	396	504	900	
Total (Sunday)		56	37.59	30.00	67.59	29.92	26.32	56.24	1.00	347	373	720	324	351	675	
Grand Total		994	353.31	328.81	682.12	322.82	296.08	618.90	1.61	3,765	4,221	7,986	3,495	3,987	7,482	

FIXED ROUTE - ON TIME PERFORMANCE

April 2025

Residential - 14/11/9 trips

	Date	# Trips Scheduled	# Trips Completed	Missed Trips	Trips Late	% On -Time
Tuesday	4/1	14	14		2	85.71%
Wednesday	4/2	14	14		2	85.71%
Thursday	4/3	14	14		2	85.71%
Friday	4/4	14	14		3	78.57%
Saturday	4/5	11	11		1	90.91%
Sunday	4/6	9	9		1	88.89%
Monday	4/7	14	14		2	85.71%
Tuesday	4/8	14	14		2	85.71%
Wednesday	4/9	14	14		3	78.57%
Thursday	4/10	14	14		2	85.71%
Friday	4/11	14	14		1	92.86%
Saturday	4/12	11	11		1	90.91%
Sunday	4/13	9	9		0	100.00%
Monday	4/14	14	14		2	85.71%
Tuesday	4/15	14	14		2	85.71%
Wednesday	4/16	14	14		3	78.57%
Thursday	4/17	14	14		2	85.71%
Friday	4/18	14	14		1	92.86%
Saturday	4/19	11	11		0	100.00%
Sunday	4/20	9	9		0	100.00%
Monday	4/21	14	14		2	85.71%
Tuesday	4/22	14	14		3	78.57%
Wednesday	4/23	14	14		3	78.57%
Thursday	4/24	14	14		1	92.86%
Friday	4/25	14	14		1	92.86%
Saturday	4/26	11	11		0	100.00%
Sunday	4/27	9	9		0	100.00%
Monday	4/28	14	14		1	92.86%
Tuesday	4/29	14	14		1	92.86%
Wednesday	4/30	14	14		2	85.71%
Weekday		308	308	0	37	87.99%
Total (Sat)		44	44	0	2	95.45%
Total (Sun)		36	36	0	1	97.22%
Grand Total		388	388	0	40	89.69%

Express - 16/14/10 trips

Date	# Trips Scheduled	# Trips Completed	Missed Trips	Trips Late	% On -Time
4/1	16	16		1	93.75%
4/2	16	16		1	93.75%
4/3	16	16		2	87.50%
4/4	16	16		2	87.50%
4/5	14	14		0	100.00%
4/6	10	10		0	100.00%
4/7	16	16		2	87.50%
4/8	16	16		1	93.75%
4/9	16	16		1	93.75%
4/10	16	16		1	93.75%
4/11	16	16		2	87.50%
4/12	14	14		1	92.86%
4/13	10	10		0	100.00%
4/14	16	16		2	87.50%
4/15	16	16		2	87.50%
4/16	16	16		2	87.50%
4/17	16	16		1	93.75%
4/18	16	16		1	93.75%
4/19	14	14		0	100.00%
4/20	10	10		0	100.00%
4/21	16	16		2	87.50%
4/22	16	16		2	87.50%
4/23	16	16		1	93.75%
4/24	16	16		1	93.75%
4/25	16	16		1	93.75%
4/26	14	14		1	92.86%
4/27	10	10		0	100.00%
4/28	16	16		1	93.75%
4/29	16	16		1	93.75%
4/30	16	16		1	93.75%
Weekday	352	352	0	31	91.19%
Total (Sat)	56	56	0	2	96.43%
Total (Sun)	40	40	0	0	100.00%
Grand Total	448	448	0	33	92.63%

Date	Total # Trips Scheduled	Total # Trips Completed	Trips Missed	Trips Late	% On -Time
Weekday	660	660	0	68	89.70%
Total (Sat)	100	100	0	4	96.00%
Total (Sun)	76	76	0	1	98.68%
Grand Total	836	836	0	73	91.27%

FIXED ROUTE - NTD REPORT - FY 2024-2025

April, 2025

Month	Total Weekday Trips	Weekday Avg Trips	Total Saturday Trips	Saturday Avg Trips	Total Sunday Trips	Sunday Avg Trips	Combined Total Trips	Wkdy Vehicle Total Miles	Sat Total Miles	Sunday Total Miles	Combined Total Miles	Wkdy Rev Miles	Sat Rev Miles	Sunday Rev Miles	Combined Rev Miles
July	669	30.41	100	25.00	76	15.20	845	6,809	999	785	8,593	6,111	900	684	7,695
August	660	30.00	125	25.00	76	19.00	861	7,231	1,423	917	9,571	5,904	1,125	684	7,713
September	619	30.95	100	25.00	95	15.83	814	6,363	1,024	887	8,274	5,571	918	791	7,280
October	690	30.00	100	25.00	76	19.00	866	7,236	1,032	799	9,067	6,192	900	684	7,776
November	589	31.00	125	25.00	76	15.20	790	5,919	1,202	763	7,884	5,276	1,125	684	7,085
December	620	29.52	100	25.00	95	19.00	815	6,253	975	964	8,192	5,652	900	855	7,407
January	660	30.00	100	25.00	76	19.00	836	6,601	991	762	8,354	5,976	918	684	7,578
February	568	28.40	92	23.00	100	25.00	760	6,023	992	772	7,787	5,365	900	681	6,946
March	630	30.00	125	25.00	95	19.00	850	6,169	1,202	930	8,301	5,670	1,125	855	7,650
April	660	30.00	100	25.00	76	19.00	836	6,325	941	720	7,986	5,907	900	675	7,482
May															
June															
FY Totals	6,365	30.02	1,067	24.81	841	18.28	8,273	64,929	10,781	8,299	84,009	57,624	9,711	7,277	74,612

Month	Wkdy Total Hours	Sat Total Hours	Sunday Total Hours	Combnd Total Hours	Wkdy Rev Hours	Sat Rev Hours	Sunday Rev Hours	Combined Rev Hours	Total Weekdays Service	Total Saturdays Service	Total Sundays Service	Veh in Max Serv	Valid Cust Complaints/ compliment	Road Calls	Collisions
July	534.76	78.92	63.50	677.18	503.12	73.60	55.79	632.51	22	4	5	2	1	0	1
August	536.45	103.46	64.80	704.71	487.86	92.00	56.24	636.10	22	5	4	2	1	2	0
September	510.34	78.92	79.76	669.02	458.66	73.60	70.30	602.56	20	4	6	2	0	2	0
October	569.24	81.09	67.26	717.59	511.29	73.60	56.24	641.13	23	4	4	2	0	0	0
November	487.09	100.58	64.89	652.56	436.43	92.00	56.24	584.67	19	5	5	2	0	0	0
December	517.57	80.93	83.60	682.10	466.83	73.60	70.30	610.73	21	4	5	2	0	0	0
January	540.65	78.73	65.49	684.87	488.06	73.60	56.24	617.90	22	4	4	2	0	1	0
February	492.96	78.92	64.00	635.88	444.60	73.60	56.24	574.44	20	4	4	2	1	0	0
March	516.81	100.82	84.58	702.21	466.83	92.00	70.30	629.13	21	5	5	2	1	0	0
April	534.86	79.67	67.59	682.12	489.06	73.60	56.24	618.90	22	4	4	2	0	0	1
May															
June															
FY Totals	5,240.73	862.04	705.47	6,808.24	4,752.74	791.20	604.13	6,148.07	212	43	46	20	4	5	2
Total Service Days										301	89				

FIXED ROUTE - YTD SUMMARY - FY 2024-2025

		Total Pax	Gross Hours	Vehicle Revenue Hrs.	Pax/Rev Hours	Fares Collected	Projected Fares	Farebox Recovery	On-Time %	Gross Miles	Vehicle Revenue Miles	Rev Speed	Total Trips Completed	Total Lates
R E S I D E N T I A L	July	689	350.87	330.30	2.09	\$191.36	\$189.75	0.28	84.89%	4,085	3,573	12.37	397	60
	August	760	368.34	331.37	2.29	\$196.05	\$194.25	0.26	85.21%	4,523	3,591	13.65	398	58
	September	684	348.75	314.48	2.18	\$107.58	\$108.75	0.16	84.39%	3,920	3,338	12.47	378	59
	October	725	371.01	334.47	2.17	\$156.80	\$146.25	0.22	85.07%	4,259	3,618	12.73	402	60
	November	577	335.66	304.50	1.89	\$137.00	\$132.75	0.24	86.61%	3,686	3,294	12.11	366	49
	December	615	353.43	318.65	1.93	\$173.18	\$168.75	0.28	87.21%	3,837	3,447	12.04	383	49
	January	624	354.70	321.82	1.94	\$142.86	\$138.75	0.23	87.37%	3,924	3,528	12.19	387	48
	February	590	327.47	299.52	1.97	\$110.37	\$111.00	0.19	88.61%	3,680	3,237	12.29	360	41
	March	625	362.09	327.80	1.91	\$142.72	\$139.50	0.23	89.09%	3,858	3,546	11.77	394	43
	April	623	353.31	322.82	1.93	\$136.95	\$134.25	0.22	89.69%	3,765	3,495	11.66	388	40
	May													
	June													
Grand Total		6,512	3,525.63	3,205.73	2.03	\$1,494.87	\$1,464.00	0.23	86.81%	39,537	34,667	12.33	3,853	507

E X P R E S S	July	405	326.31	302.21	1.34	\$133.08	\$130.50	0.33	84.15%	4,508	4,122	14.92	447	70
	August	331	336.37	304.73	1.09	\$125.98	\$117.00	0.38	85.93%	5,048	4,122	16.57	461	64
	September	339	320.27	288.08	1.18	\$117.76	\$112.50	0.35	88.43%	4,354	3,942	15.11	436	62
	October	376	346.58	306.66	1.23	\$133.64	\$130.50	0.36	89.66%	4,808	4,158	15.68	464	48
	November	384	316.90	280.17	1.37	\$79.78	\$79.50	0.21	87.97%	4,198	3,791	14.98	424	51
	December	380	328.67	292.08	1.30	\$83.47	\$81.00	0.22	87.04%	4,355	3,960	14.91	432	56
	January	369	330.27	296.08	1.25	\$81.62	\$79.50	0.22	89.51%	4,430	4,050	14.96	448	47
	February	342	308.41	274.92	1.24	\$85.59	\$84.00	0.25	90.00%	4,107	3,709	14.94	400	40
	March	377	340.12	301.33	1.25	\$132.98	\$133.50	0.35	91.01%	4,443	4,104	14.74	456	41
	April	371	328.81	296.08	1.25	\$114.09	\$108.75	0.31	92.63%	4,221	3,987	14.26	448	33
	May													
	June													
Grand Total		3,674	3,282.71	2,942.34	1.25	\$1,087.99	\$1,056.75	0.30	88.63%	44,472	39,945	15.11	4,416	512

		Total Pax	Gross Hours	Vehicle Revenue Hrs.	Pax/Rev Hours	Fares Collected	Projected Fares	Farebox Recovery	On-Time %	Gross Miles	Vehicle Revenue Miles	Rev Speed	Total Trips Completed	Total Lates
F i x e d R o u t e	July	1,094	677.18	632.51	1.73	\$324.44	\$320.25	0.30	84.50%	8,593	7,695	13.59	844	130
	August	1,091	704.71	636.10	1.72	\$322.03	\$311.25	0.30	85.60%	9,571	7,713	15.05	859	122
	September	1,023	669.02	602.56	1.70	\$225.34	\$221.25	0.22	85.14%	8,274	7,280	13.73	814	121
	October	1,101	717.59	641.13	1.72	\$290.44	\$276.75	0.26	87.53%	9,067	7,776	14.14	866	108
	November	961	652.56	584.67	1.64	\$216.78	\$212.25	0.23	87.34%	7,884	7,085	13.48	790	100
	December	995	682.10	610.73	1.63	\$256.65	\$249.75	0.26	87.12%	8,192	7,407	13.41	815	105
	January	993	684.97	617.90	1.61	\$224.48	\$218.25	0.23	88.52%	8,354	7,578	13.52	835	95
	February	932	635.88	574.44	1.62	\$195.96	\$195.00	0.21	89.34%	7,787	6,946	13.56	760	81
	March	1,002	702.21	629.13	1.59	\$275.70	\$273.00	0.28	90.12%	8,301	7,650	13.19	850	84
	April	994	682.12	618.90	1.61	\$251.04	\$243.00	0.25	91.72%	7,986	7,482	12.90	836	73
	May													
	June													
Grand Total		10,186	6,808.34	6,148.07	1.66	\$2,582.86	\$2,520.75	0.25	87.69%	84,009	74,612	13.66	8,269	1,019



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

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

DATE: May 12, 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. Over the course of the last couple of months, the Commission has been discussing and deliberating over whether or not a stand could be successfully run by the current Commissioners. In addition, the Commission approved a vendor and a location for the Commission's fireworks stand (TNT is the vendor and the location is the 7/11 at the corner of Prairie Avenue and Manhattan Beach Boulevard. A plot plan has been submitted, permission from the property owner has been granted, and a contract has been signed (Attachments A, B, and C).

During the last meeting, the commissioners each shared their availability for the week of the Fireworks Stand operations. Staff have compiled that availability into the attached schedule (Attachment D). The major challenge to the attached schedule is that in between the previous Commission meeting on April 28 and this meeting, one of the Commissioners resigned. Therefore, as you can see there are a few gaps that would have to be filled in order to continue moving forward.

As staff continued to move forward with the Fireworks Stand requirements, it was discovered that a City Council Policy was approved back in 2005 that is still the guiding document for the PRSSC Firework Stand Operation. Staff encourage all Commissioners to become familiar with that Council Policy as it dictates who is allowed to accept payments. And while it doesn't specifically state that two (2) Commissioners need to be in the Stand at all times, it is very clear that only Commissioners are allowed to handle payments. That Council Policy is attached for your review (Attachment E).

At this time, despite the progress that was made at the last meeting, the Commission needs to consider the additional information provided in this staff report, along with the information about the resignation of a Commissioner, and determine whether or not a Fireworks Stand is possible. Staff have shared this information with the TNT vendor so that they are aware of the additional information as well.

RECOMMENDATION

Staff recommend that the Commission review the information in this report and discuss the feasibility of continuing forward with the Fireworks Stand.

Attachments

[Attachment A: Fireworks Stand Plot Plan - 7/11 Prairie and MBB](#)

[Attachment B: Fireworks Stand Property Permission - 7/11 Prairie and MBB](#)

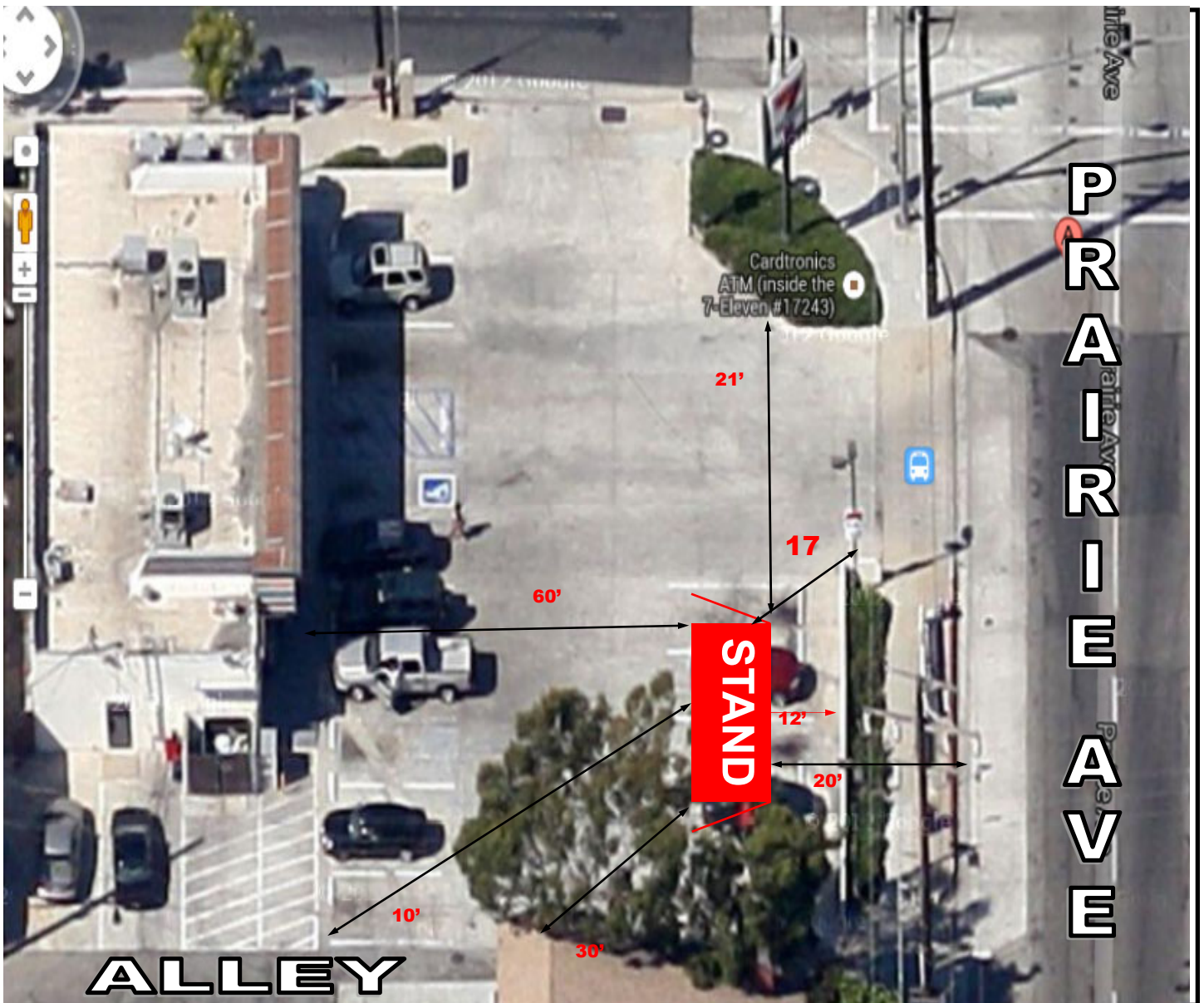
[Attachment C: TNT Contract](#)

[Attachment D: Fireworks Stand Commissioner Schedule](#)

[Attachment E: City Council Policy 84-05 Fireworks Booth Financial Controls](#)

TNT FIREWORKS

SALES ASSOCIATE M. ORTIZ CITY LAWNDALE
LOCATION# XXX0875 ORGANIZATION LAWNDALE PARKS & REC
SIZE 8X32X8 TYPE NN BACK DOORS 1 A-FRAMES 2
SET-UP 6/24-per PO DOWN DATE 7/8-per PO LIGHTS MC GILLS
ADDRESS 15805 S. PRAIRIE AT MANHATTAN BEACH BLVD. (7 ELEVEN)
INTERSECTION SWC PRAIRIE & MANHATTAN & BEACH BLVD.
THOMAS GUIDE — COUNTY PAGE GRID
SPECIAL INSTRUCTIONS
LOOK FOR MARKS.



PROPERTY PERMISSION FORM FOR CITY

TO WHOM IT MAY CONCERN:

Permission is hereby granted to LAWNDALE PARKS & REC and
AMERICAN PROMOTIONAL EVENTS, INC. - WEST, d.b.a., TNT FIREWORKS,
for the exclusive right to use the property located at **15805 PRAIRIE AVE. @
MANHATTAN BEACH BLVD., LAWNDALE** for their 2025 Fireworks stand.

It is understood that this sale will be conducted in accordance with all City,
County and State regulations, and the property left clean and free of debris.

Licensors: 7-ELEVEN, INC.

Signed: Robin D. Bryant

Print Name: Robin D. Bryant, Assistant Secretary

Date: May 2, 2025

Store # 17243
Loc # XXX0875

**CUSTOMER CONTRACT TNT FIREWORKS**

AMERICAN PROMOTIONAL EVENTS, INC. - WEST

Fullerton 714-738-1002

Date: 4/29/2025

Sales Period: JULY 2025

Initial
SM

MKT Program: 5TNT

Discount: 50 %

Account Name: Lawndale Parks, Recreation and Social Services

Account No: 108

Fire Waiver: 0

Chair: JASON MINTER

Address: 14717 BURIN AVE.

City: LAWDALE

State: CA Zip: 90260

Cell Phone: 310.973.3272

Work Phone: -

Home Phone: -

Email: JMinter@lawndalecity.org

Location Number: XXX0875

Liability: 0

Location Name: 7 ELEVEN

Location Address: 15805 S. PRAIRIE AVE

Loc City: LAWDALE

Loc State: CA

Loc Zip: 90260

Intersection: NWC PRAIRIE /MANHATTAN BEACH BLVD

Sales Ass: Maria Ortiz

Alternate Chair: JASON MINTER

City: LAWDALE

Cell Phone: 310.973.3272

Email: JMinter@lawndalecity.org

Alt Chair Address: 14717 BURIN AVE.

State: CA

Zip: 90260

Home Phone: -

Work Phone: -

Estimated Expense/ Credits:	Charge to Account	Estimated Expense/Credit:	Charge to Account
Stand/Tent Fee	0	Electrical Permit Service	0
Stand Service Sales Tax	0	Fire Inspection/Permit Fees	0
Location Rent	1,000	Misc. Permit	0
Fire Extinguisher- RENTAL	59		
Advertising/Coupons	0		
SFM License	0		
City License	0		
County License	0		
Permit Fees	0		
Building/Planning Fees	0		

NOTICE: American Promotional Events, Inc. -West will attempt to provide Account with the stand location listed above. American Promotional Events, Inc. - West will also attempt to maintain the same cost for location rental as listed above. However, agreements with property owners may cause the stand location and/or the location rental cost for Account to change. Account understands that the stand location and/or location rental cost is subject to change.

AMERICAN PROMOTIONAL EVENTS, INC. - WEST (HEREAFTER, "AMERICAN") AGREES TO PROVIDE THE FOLLOWING SERVICES:

1. Maintain adequate warehouse of highest quality fireworks that existing facilities and conditions permit, maintain supply point to provide orders and reorders, and have available sales aids and signs.
2. Assist if necessary, in securing licenses, permits, etc., add Account as Additional Insure for General liability insurance as a percentage of invoice. No insurance refunded on return of merchandise.
3. Provide a waiver of the cost of any merchandise in Account's possession lost due to fire. The cost of the fire waiver will be charged as a percentage of invoice. Fire waiver cost is not refundable on returns.
4. Account will inventory and pack carefully all goods that are allowed to be returned for credit, and return them to AMERICAN no later than July 9th.

BY SIGNING THIS CONTRACT THE ACCOUNT AGREES TO THE FOLLOWING:

1. Account will purchase their entire supply of (UN0336) Consumer Fireworks from AMERICAN for the selling season as specified. Account understands that retailing products from other suppliers will void the insurance coverage provided.
2. Account will protect the merchandise from damage (such as water damage) and theft for the time that it is in its possession. This is for Account's protection as it is responsible for merchandise from the time it is delivered until it is returned to AMERICAN and signed for. Account shall report any shortages within 24 hours. Account agrees to be open until 10:00 PM m. on the 4th of July. If Account closes early on the 4th of July, Account will pay American \$250 for each hour Account is not open as liquidated damages and a restocking fee equal to 10% the invoiced merchandise returned to American.
3. Account shall abide by all state and local ordinances, laws and regulations governing the sale of fireworks and the operation of its stand.
4. Account will inventory and pack carefully all goods that are allowed to be returned for credit, and return them to AMERICAN no later than July 9th. ***A Late Return Fee of \$50.00 will be charged for any merchandise returned after July 9th.***
5. Account is responsible for obtaining a Sales Tax Permit where required, AMERICAN with the tax registration number prior to shipment of merchandise.
6. Account shall be solely responsible for the maintenance and appearance of the selling site throughout the sales period and shall remove all litter and possessions prior to the end of the selling season. Failure to comply with this provision could result in Account being charged a removal fee of \$200.00 and possibly the loss of any bond from the local authority.
7. *Account shall be responsible for performing under any performance bond posted by AMERICAN for Account as required by local authority.
8. Account shall pay the full invoice amount covering the initial order to AMERICAN no later than July 5th. A LATE PAYMENT FEE OF 2% OF THE OUTSTANDING BALANCE WILL BE CHARGED IF ACCOUNT HAS NOT PAID THE INITIAL INVOICE BY JULY 5th. The balance owing to AMERICAN is due within 10 days of date of statement. If a balance due from Account is placed in the hands of an attorney for collection, reasonable attorney fees and court costs will be added to the balance due.
9. This contract is contingent upon Account having all past due balances in good standing by August 15th of the year preceding the sales period.
10. Account shall pay AMERICAN all city/county filing fees and full location rental fee if Account fails to perform under this contract, in addition to any other expenses AMERICAN may recover.
11. This contract is the entire agreement between AMERICAN and Account and supersedes any verbal agreements. Any modification of this contract must be in writing and signed by AMERICAN and Account.

THIS CONTRACT WILL ONLY BE VALID WHEN SIGNED BY A REPRESENTATIVE OF AMERICAN AND APPROVED BY THE HOME OFFICE. THIS CONTRACT IS ALSO CONTINGENT UPON APPROVAL OF CUSTOMER'S CREDIT BY AMERICAN'S CREDIT MANAGEMENT DEPARTMENT AND GOOD FINANCIAL STANDING WITH AMERICAN.

Signed by:

JASON MINTER

AUTHORIZED AGENT FOR ACCOUNT

5/1/2025

Date

JASON MINTER

PRINTED NAME OF AGENT

DocuSigned by:

Maria Ortiz

AMERICAN SALES ASSOCIATE

5/1/2025

Date

DocuSigned by:

Rick Poe

AMERICAN HOME OFFICE REP.

5/1/2025

Date

** By signing this contract I acknowledge that I am authorized by the account to sign this Agreement for the fireworks season listed above.

DO YOU WANT TO PARTICIPATE IN THE TNT CREDIT CARD PROGRAM?

Yes



CA-NV CREDIT CARD PROGRAM AGREEMENT

**** Signed agreement MUST be returned NO LATER than May 10th in order to receive CC devices ****

Location No. <u>XXX0875</u>	Account No. <u>TBD</u>	Season/Year <u>JULY 2025</u>
Account Name <u>Lawndale Parks, Recreation and Social Services</u>		
Location Address <u>15805 S. PRAIRIE AVE</u>	Loc. City <u>LAWDALE</u>	
Chairman Name <u>JASON MINTER</u>	State <u>CA</u>	Zip <u>90260</u>
Chairman Email <u>JMinter@lawndalecity.org</u>	Cell No. <u>310.973.3272</u>	

This Agreement is between American Promotional Events, Inc. -West, (hereinafter referred to as "TNT") and the customer name listed above, (hereinafter referred to as "Customer"). The Customer understands that TNT may reject or terminate this agreement at any time without notice. By entering into this agreement, the Customer is obligated to perform under its Terms & Conditions. Further, the Customer is obligated to abide by all applicable laws and regulations pertaining to the acceptance of credit cards as an instrument of payment for goods and services. The term of this agreement shall be for the current selling season. This agreement overrides any previous agreement for the current selling season.

• Terms & Conditions of TNT Credit Card Programs:

Customer agrees to protect from theft, loss, or damage to any and all credit card Equipment which includes devices and readers along with any related components provided under this agreement. Upon receipt of the Equipment the customer shall inspect and test it to verify that it functions correctly. Customer agrees to immediately report any problems with or shortages of the Equipment. If the Customer fails to report any problems with the Equipment, the problems are deemed the responsibility of the Customer. Loss or damage to the Equipment may result in a charge to the Customer's account based upon the replacement value of the lost or damaged Equipment. Customer agrees to the following fees and charges assigned to the Equipment rental and processing of credit cards. Customer has the right to cancel this agreement by notifying TNT no later than May 15th of the current season without incurring applicable charges. TNT Fireworks does not insure that cell service will be available in the area of the sales location where the Equipment is used. The fee for credit card processing and management of account's balance is **2.75%** of all chipped, swiped or tapped credit card sales. Customer understands and agrees that the funds from all credit card sales generated at its retail location shall be deposited, monitored, and held separate by TNT's financial institution. Upon completion of the selling season and proper and timely return of the Equipment and all receipts, TNT will apply funds deposited from Customer's sales as a credit towards the Customer's open balance. Customer shall not charge any additional fees if payment is made by credit card. Customer agrees to familiarize itself with, understand, and practice the proper credit card procedures as described by the Equipment provider. Any deviation, unauthorized by TNT Fireworks, of the procedures by the Customer could result in an irreconcilable balance, disputed fees, and/or bank chargebacks of purchases leaving the Customer subject to non-crediting of certain funds and/or obligation to repay TNT for attributed losses after the fact. TNT, in conjunction with the credit card processing company, will make every attempt to provide the Customer with satisfactory and reliable service in the area of the retail location. TNT and the credit card processing company are not responsible to Customer for any business transactions or financial losses in any form whatsoever due to any mechanical deficiencies, loss of wireless providers, +loss of wireless transmission, loss of hardline providers, loss of electricity or errors beyond the control of TNT and the credit card company that may occur during the selling period.

• TNT Manually Keyed Credit Card Transaction Policy:

Please be advised that manually hand-keying credit card numbers is **STRONGLY DISCOURAGED**, and that all such transactions are subject to final audit by TNT. In the event of fraud or dispute, Customer's account may be charged. Additionally, please be advised that Customer may be charged, where permitted, a **6.00%** processing fee of the total amount of any manually hand-keyed transaction. Furthermore, credit card funds from manually hand-keyed transactions may be withheld from being credited to Customer's account for up to sixty (60) days, or until any disputes related to those manually hand-keyed transactions are resolved.

• TNT Mobile Device Reader Rental Program:

The Customer hereby agrees to process credit card transactions from the Customer's cell phone or other mobile device. The Customer shall provide the cell phone or other mobile device to be used at no cost or liability to TNT Fireworks, including, without limitation any applicable fees charged by the cellular service provider to the Customer and any fees for transmitting data. TNT Fireworks shall provide readers to the account for a rental fee of \$35.00 for each reader. Replacement cost of the EMV reader is \$50.00.

• TNT iPad & Mobile Reader Rental Program: iPad & Reader RETURN DATE: JULY 9, current season

**** Limited** supply of iPad-reader-scanner combos available.

The Customer hereby agrees to process credit card transactions using the TNT provided iPad and mobile device reader. TNT Fireworks will provide one iPad and one mobile device reader to the Customer for a rental fee of \$239.00. iPad/Reader/Scanner combo rental fee is 299.00. Customer agrees to use the iPad as a dedicated device for the TNT Credit Card Program only. Any data usage beyond the prepaid program amount may result in addition expense to the Customer. Customer may be billed up to \$500 for any damage or loss of any iPad and/or reader. All iPads returned after JULY 9th, will be subject to a \$50.00 per week late fee for EACH iPad that is returned late.

In order to remain compliant under Payment Card Industry Data Secure Standards, the Customer shall maintain the credit card device(s) and signed receipts in a secure manner while in operation. After hours, the Customer will remove both the credit card device(s) and signed receipts from the retail outlet and lock them in a secure area.

- Estimated device expenses. Any increase would be proportionate to TNT's cost for devices.**

Preferred Equipment Program Quantity & Pricing	Item #	Item Description	Qty.		Price per unit	=	\$ Total \$
	7140.0004	iPad & Reader Combo		@	239.00	=	
	2186	Mobile Reader		@	35.00	=	
	** 7140.0005	iPad-Reader w/Scanner Combo	X	2	@	299.00	= 0

This Agreement shall be binding as long as the Customer continues to operate; provided, however, in the event rates, fees, or other terms and conditions of the master Credit Card Agreement between TNT and its carrier are re-negotiated and such re-negotiation is reduced to writing; or if Customer breaches this contract or fails to perform substantially as required herein, TNT shall have the right to void this contract at any time for any reason. Customer agrees and waives any rights to a change of venue and to change of law, that this Agreement shall be governed by, and construed and enforced in accordance with the laws of the County of Lauderdale, State of Alabama without regard, to choice of law rules.

I have read, understand and agree to each term of this Agreement. By signing this agreement, I acknowledge that I am authorized by the account to sign this agreement and that this is a binding agreement between the parties listed. Failure to perform all aspects of this agreement will be considered a breach or a default. TNT reserves the right to reject or terminate this Agreement at any time for any reason without notice to the other party. This agreement is valid only when accepted by TNT's corporate office. IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their authorized representatives.

<p>Customer Signature <u>JASON MINTER</u> <small>9FE66ABDFFA049E...</small></p> <p>Print Name <u>JASON MINTER</u> DATE <u>5/1/2025</u></p>	<p>DocuSigned by: <u>Maria Ortiz</u> <small>72B8222FD4BD40F...</small></p> <p>TNT Rep Signature <u>Maria Ortiz</u> DATE <u>4/29/2025</u></p>
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ACKNOWLEDGEMENT OF RECEIPT

I acknowledge that I have received a copy of the countersigned fireworks supply contract
Entered into between TNT Fireworks and the Non-profit organization listed below for the
JULY 2025 fireworks season(s).

Signed by:
JASON MINTER
Signature 9FE66ABDFFA049E...

JASON MINTER

Please Print Name

5/1/2025

Date

Community Services Director

Title/Office

Lawndale Parks, Recreation and Social Services
Non-Profit Organization

California Resale Certificate

I HEREBY CERTIFY:

1. I hold valid seller's permit number: _____

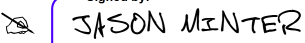
2. I am engaged in the business of selling the following type of tangible personal property:
Safe and Sane Fireworks

3. This certificate is for the purchase from American Promotional Events, Inc. - West of the item(s) I have
listed in paragraph 5 below. [Vendor's name]

4. I will resell the item(s) listed in paragraph 5, which I am purchasing under this resale certificate in the form of tangible personal property in the regular course of my business operations, and I will do so prior to making any use of the item(s) other than demonstration and display while holding the item(s) for sale in the regular course of my business. I understand that if I use the item(s) purchased under this certificate in any manner other than as just described, I will owe use tax based on each item's purchase price or as otherwise provided by law.

5. Description of property to be purchased for resale:
Safe and Sane Fireworks

6. I have read and understand the following:
For Your Information: A person may be guilty of a misdemeanor under Revenue and Taxation Code section 6094.5 if the purchaser knows at the time of purchase that he or she will not resell the purchased item prior to any use (other than retention, demonstration, or display while holding it for resale) and he or she furnishes a resale certificate to avoid payment to the seller of an amount as tax. Additionally, a person misusing a resale certificate for personal gain or to evade the payment of tax is liable, for each purchase, for the tax that would have been due, plus a penalty of 10 percent of the tax or \$500, whichever is more.

NAME OF PURCHASER	
Lawndale Parks, Recreation and Social Services	
SIGNATURE OF PURCHASER, PURCHASER'S EMPLOYEE OR AUTHORIZED REPRESENTATIVE	
	
PRINTED NAME OF PERSON SIGNING	TITLE
Jason Minter	CHAIRPERSON
ADDRESS OF PURCHASER	
14717 Burin Ave. Lawndale CA 90260	
TELEPHONE NUMBER	DATE
() 310.973.3272	5/1/2025



FINISH STRONG INITIATIVE

AS WE ALL KNOW, JULY 4TH IS THE FOCAL POINT OF OUR NATIONAL CELEBRATION, ADDITIONALLY, IT IS THE SINGLE MOST IMPORTANT DAY FOR SALES THROUGHOUT THE ENTIRE SELLING SEASON. IN FACT, MORE SALES ARE GENERATED ON JULY 4TH THEN ALL OTHER PRECEDING DAYS COMBINED. REGARDLESS OF GOOD OR POOR ECONOMIC CONDITIONS, OR IF JULY 4TH LANDS ON A SATURDAY OR A WEDNESDAY OR IF THE WEATHER IS GREAT OR NOT, JULY 4TH WILL ALWAYS REPRESENT 50% OR MORE OF THE TOTAL SALES. BOTTOMLINE, OPENING EARLY AND SELLING LATER ON JULY 4TH MUST BE A TOP PRIORITY.

COST OF CLOSING EARLY



A CHALLENGE FOR SOME NONPROFIT AND VOLUNTEER BASED ORGANIZATIONS THAT FUNDRAISE WITH FIREWORKS SALES IS PROPER STAFFING, ESPECIALLY IN THE LATER HOURS OF JULY 4TH ITSELF. HOWEVER, MOST ORGANIZATIONS HAVE SOLVED THIS ISSUE. THEY UNDERSTAND THAT A DEDICATED RECRUITMENT PROGRAM PRIORITIZING JULY 4TH IS THE ANSWER. BELOW ARE THE KEY RECRUITMENT PRACTICES THAT HAVE BEEN PROVEN SUCCESSFUL FOR THOUSANDS OF NONPROFITS;



FINISH STRONG INITIATIVE

COMPLETE THE STAFFING FOR JULY 4TH FIRST.

STAFFING JULY 4TH IS FAR TOO IMPORTANT TO BE LEFT TO CHANCE. ENGAGE ALL YOUR VOLUNTEERS, EMPHASIZE THE JULY 4TH PRIORITY AND GET THOSE COMMITMENTS DIRECTLY. ONCE JULY 4TH IS ENSURED THEN, RECRUIT FOR JULY 3RD AND CONTINUE TO STAFF THE SHIFTS TO OPENING DAY.

START RECRUITING EARLY.

UNDER ESTIMATING THE EFFORT AND TIME NEEDED FOR RECRUITMENT IS A CAUSE FOR STAFFING SHORTAGES, ESPECIALLY ON JULY 4TH. MARCH IS TOO LATE, START IN JANUARY OR EVEN EARLIER.

ENSURE TO RECRUIT ENOUGH STAFF

THE FAMILIAR ADAGE "THE MORE THE MERRIER" DEFINITELY APPLIES. USING TNT'S DAILY STAFFING GUIDE, BEST TO HAVE EXTRA STAFF AS BACK UPS ON JULY 4TH AND JULY 3RD.

MAKE JULY 4TH AND EVENT

A COMMON PRACTICE THAT CONSISTENTLY WORKS FOR MANY NONPROFITS IS CREATING A FUN AND INVITING ENVIRONMENT AT THE STAND ON JULY 4TH. SOME FESTIVITIES AND FOOD ALWAYS PRODUCE GREAT RESULTS AND DEFINITELY MAKE THOSE JULY 4TH VOLUNTEERS FEEL VERY APPRECIATED.

COMMUNICATE THE GROUP'S GOALS.

NO SECRET THAT WELL DEFINED AND COMMUNICATED GOALS ARE REQUIRED TO ACHIEVE SUCCESS FOR EVERY ORGANIZATION IN EVERY ENDEAVOR. THE MORE VOLUNTEERS UNDERSTAND THE IMPORTANCE OF MAXIMIZING YOUR JULY 4TH SALES TO FUND THEIR NONPROFIT'S PROGRAM, THE MORE THEY WILL APPRECIATE AND CONTRIBUTE TO PROPERLY STAFFING THE STAND ON JULY 4TH.

TNT DAILY STAFFING GUIDE

Represents the number of Volunteers needed per shift, per selling day.

Opening - June 28	June 29	June 30	July 1	July 2	July 3	July 4	July 5 & 6
Open Shift	4	2	2	2	4	4	2
Midday Shift	2	2	2	3	5	5	2
Close Shift	2	2	2	3	5	5	2
Total	7	6	6	8	14	14	2

IMPORTANT REMINDER!

IT IS IMPORTANT TO REMEMBER THAT THIS IS A 4TH OF JULY FUNDRAISER, AND FOR IT TO BE SUCCESSFUL WE NEED TO WORK TOGETHER TO TAKE ADVANTAGE OF ALL OPPORTUNITIES TO SELL ON JULY 4TH. TNT HAS ALREADY BEGUN PREPARING FOR THE JULY 2025 FIREWORKS SEASON, WE ENCOURAGE YOU TO START AS WELL. THROUGHOUT THE YEAR WE WILL PROVIDE ACCESS TO ADDITIONAL INFORMATION AND MATERIALS AIMED AT ASSISTING YOUR ORGANIZATION IN PLANNING FOR SUCCESS. TOGETHER, WE WILL START FAST AND FINISH STRONG IN 2025!

2025 PRSSC Fireworks Stand - Shift Availability

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	28-Jun	29-Jun	30-Jun	1-Jul	2-Jul	3-Jul	4-Jul	5-Jul
8:00 AM	Wood							Miller
8:30 AM								
9:00 AM								
9:30 AM								
10:00 AM								
10:30 AM								
11:00 AM								
11:30 AM								
12:00 PM		Wood		Miller	Wood	Wood	Wood	
12:30 PM							Collins	
1:00 PM								
1:30 PM								
2:00 PM		Castro						
2:30 PM								
3:00 PM								
3:30 PM						Castro		
4:00 PM								
4:30 PM								
5:00 PM								
5:30 PM								
6:00 PM								
6:30 PM								
7:00 PM	Miller				Miller	Miller		
7:30 PM								
8:00 PM								
8:30 PM								
9:00 PM								
9:30 PM								
10:00 PM								

COUNCIL POLICY

<u>SUBJECT:</u> Financial Controls for Operating Fireworks Booth	<u>POLICY NO.:</u> 84-05	<u>DATE ADOPTED:</u> April 18, 2005
	<u>AUTHORITY:</u> Resolution No. CC-0504-023	

PURPOSE:

To establish financial controls for a City-sponsored commission in regards to the operation of a fireworks booth.

GENERAL POLICY:

- A. The dual objective, which involves the handling of cash and the receiving and processing of funds, is to accelerate collections of funds, while maintaining the security of funds received.
- B. The Parks and Recreation and Social Services Commission (PRSSC) is responsible for exercising the controls and safeguards set forth in this policy. Compliance with these policies should also minimize errors.
- C. The City's Finance Department is responsible for maintaining a centralized system for the timely recording of all funds coming into the City's treasury.
- D. The cash register or central cashier at the Finance Department counter is the City's central cashing site. To accommodate the fireworks booth fundraising event, off-site collections are permitted. The PRSSC chairperson or agent designated by the PRSSC to oversee off-site collections is responsible for ensuring that the City's policies and procedures are followed at the fireworks booth.
- E. The PRSSC chairperson or agent designated by the commission is responsible for ensuring funds are deposited into the City's bank account on the same day of receipt (or the following morning if the bank is closed).
- F. The City Finance Department shall record the funds received into a specifically identified account established for the event by the Finance Director.
- G. It is the responsibility of the PRSSC to ensure the accuracy and safety of funds collected.

PROCEDURES:

- A. General Cashiering:
 - 1. The fireworks vendor selected by the commission will donate the start-up cash for the event. (This donation will only be for the 2005 booth. Future start-up cash for future fireworks booth operations will need to come from the PRSSC trust

account held by the City.) \$1,000.00 will be used to start the bank in the two cash registers at \$100.00 for each cash register.) The remaining \$800.00 will be used by the PRSSC for making change. (This is the maximum amount that may be retained at any given time for making change.) It is the responsibility of the PRSSC chairperson or agent designated by the commission to ensure the cash available for making change is stored in a secured location with limited access at all times.

2. Two cash registers will be used to record sales. The PRSSC will assign each register a number (i.e. register # 1 and register # 2). Each cash register will start with \$100.00 each day. Two volunteers will be assigned as cashier for each shift. Only those assigned as cashier and the commission chairperson (or agent designated by the commission to be responsible for cash management) will be allowed access to the cash registers.
3. When sales are made, the salesperson making the sale will accept payment (cash, debit card, or credit card only) at the window and bring it to the cashier for processing. Payments made with debit cards or credit cards will require valid California identification. If the name appearing on the photo identification card does not agree with the name on the debit card or credit card, then the salesperson may not accept the payment.
4. The cashier will record the sale on the cash register and select the appropriate form of payment (cash, personal check, etc.). A receipt will be printed, which will be issued to the customer. If the customer is paying with a credit card, each cashier will have access to a credit card machine for processing. The credit card machine will print two carbon copies of the receipt. The customer will be required to sign the credit card receipt. The white copy will be placed in the cash register and the yellow copy will be issued to the customer.
5. Each register will be closed periodically so the appropriate deposits can be made. (The number of times the registers are closed each day depends upon the sales volume. At minimum, each register needs to be closed when a new shift begins. A new shift is deemed to have started when a new cashier operates the cash register.) At such time, the following will occur:
 - The individual designated by the commission to be responsible for cash management will close the register and generate a tape of the sales that have occurred at each register. The register tape will indicate the following: gross sales, credit cards, gift certificates, and cash.
 - All cash (with the exception of \$100.00 in bills and all coins) will be removed from the drawer.
 - The person responsible for cash management and a witness will document their count of the money on the *Cash Count* form (Exhibit A). The form includes the following information: date, time, register number, cash count, and signature lines for both individuals. After the cash is counted, it will be placed in a deposit bag.

6. At the end of each sales day, each register will need to be closed as follows:

- Each cashier will prepare a batch to close out the register for the evening. The daily batch will give the grand totals for the following: gross sales, credit cards, gift certificates, and cash.
- The person responsible for cash management will also prepare a daily batch report from each credit card machine. The batch report will indicate the total credit card sales processed by each cashier.
- All cash will be removed from the drawer and the count of the money will be documented on the *Cash Count* form as previously discussed.
- A *Daily Sales Report* (Exhibit B) for each cash register. Any shortages in cash will need to be resolved by the two individuals who counted the money (cashier and person in-charge of cash management). Any unresolved shortages will be deducted from the PRSCC's share of the fireworks booth's earnings.
- The *Daily Sales Report* will be attached to the *Cash Count Forms*, credit card batch reports, and all cash register tapes and forwarded to the Accounting Manager in the Finance Department.

B. Deposits:

1. As described in this policy, all funds received during the fireworks sales must be deposited with the City's designated banking institution on the same day of receipt (or the following morning if the banking institution is closed).
2. The bank deposit booklet prepares deposit slips in triplicate copy. The pink copy remains intact in the booklet, the yellow copy will be included with the daily sales information previously discussed that will be sent to the City's Finance Department, and the white copy will be submitted to the bank with the deposit.
3. The commission chairperson or other individual responsible for cash management will prepare the bank deposit slip using the totals from the *Cash Count* Forms. The preparer will sign the deposit slip and the person witnessing the count of the money and preparation of the deposit slip will initial beside the signature to verify the amounts are accurate.
4. The money and deposit slip will be sealed in a bank deposit bag and delivered to the bank.
5. The individual responsible for cash management will maintain a *Bank Deposits Log* (Exhibit C) that will be submitted to the Accounting Manager in the Finance Department at the conclusion of the fundraising event. The log will list all deposits made including the: date of deposit, time of deposit, and total deposit amount. Each deposit will be initialed by the person who delivered the deposit to the bank and a witness to verify the deposit was made.
6. Upon receipt of the log, the Accounting Manager will contact the bank to verify all deposits cleared the City's bank account accurately.

CASH COUNT

Date: _____

Time: _____

Register No.: _____

Cash Count:

_____ X \$100's _____

_____ X \$50's _____

_____ X \$20's _____

_____ X \$10's _____

_____ X \$5's _____

_____ X \$2's _____

_____ X \$1's _____

Total Cash _____

Total Checks _____

Total per Cash Drop Envelope \$ _____

Prepared by: _____

Verified by: _____

DAILY SALES REPORT

Date: _____

Register No.: _____

Net Sales (**a**) _____

Sales Tax (**b**) _____

Gross Sales (**c = a + b**) _____

Credit Cards (**d**) _____

Net Cash (**e = c - d**) _____

Actual Cash (**f**) _____ ***

Over/Short (**g = f - e**) _____

Cash in Drawer _____ 100.00

Additional change fund amount _____

*** = Include cash previously deposited on same day

Prepared by: _____

Verified by: _____

Received by: _____

(Finance Dept. Use Only)

BANK DEPOSITS LOG

Date	Time	Total Deposit Amount	Deposited By	Verified By



**CITY OF LAWDALE
PARKS, RECREATION, AND
SOCIAL SERVICES COMMISSION**

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

DATE: May 12, 2025

TO: Honorable Chairperson and Commissioners

PREPARED BY: Jason Minter, Community Services Director

RE: Director's Report - May 12, 2025

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

- Commissioner Resignation
- Commissioner Picture
- Hopper Park Shade Cover Replacement Project - Update
- Rogers Anderson Park Closure - Irrigation Project Update
- Youth in Government Day Highlights
- Reminder that May 26 is a dark night (Memorial Day Holiday)