



## CITY OF SIGNAL HILL

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2175 Cherry Avenue • Signal Hill, California 90755-3799

THE CITY OF SIGNAL HILL  
WELCOMES YOU TO A REGULAR  
PARKS AND RECREATION COMMISSION MEETING  
January 19, 2022

\* \* \* THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF GOVERNMENT CODE SECTION 54953 (AS AMENDED BY AB 361) WHICH AUTHORIZES TELECONFERENCED MEETINGS UNDER THE BROWN ACT DURING CERTAIN PROCLAIMED STATES OF EMERGENCY. THE GOVERNOR OF CALIFORNIA PROCLAIMED A STATE OF EMERGENCY RELATED TO COVID-19 ON MARCH 4, 2020. THIS TELECONFERENCED MEETING IS NECESSARY SO THAT THE CITY CAN CONDUCT ESSENTIAL BUSINESS AND IS PERMITTED UNDER GOVERNMENT CODE 54953 IN ORDER TO PROTECT PUBLIC HEALTH AND SAFETY OF ATTENDEES. \* \* \*

Consistent with Government Code Section 54953, this Parks and Recreation Commission Meeting will be held via video/teleconference only and will not be physically open to the public. Commissioners and staff will teleconference into the meeting by audio and/or video. The meeting will be conducted via Zoom.

There is a public comment period at the beginning of the regular meeting, as well as the opportunity to comment on each agenda item as it arises. Any meeting may be adjourned to a time and place stated in the order of adjournment.

The agenda is posted 72 hours prior to each meeting on the City's website and outside of City Hall. The agenda and related reports are also available for review online at [www.cityofsignalhill.org](http://www.cityofsignalhill.org).

In order to minimize the spread of the COVID-19 virus, this will be a virtual meeting.

**To listen and participate:**

- Call (408) 638-0968 (audio only) and enter meeting ID: 856 0614 6711 and pin: 842897 when prompted. If you would like to make a public comment, please notify the meeting host by pressing \*9 on the telephone keypad.

**To view and participate:**

- Visit [www.zoom.us](https://www.zoom.us) on your desktop computer or laptop, click on "Join a Meeting",

and enter meeting ID: 856 0614 6711 and pin: 842897 when prompted; or

- Download the app from the app store if you are using a smart phone and enter meeting ID: 856 0614 6711 and pin: 842897 when prompted.
- Please note that you will be placed in a “listen only” mode and your video feed will not be shared with the Commission or public. If you would like to make a public comment, please notify the meeting host by raising your virtual hand (see hand icon at bottom of screen) and you will be invited to speak when the Parks & Recreation Commission is taking public comments. Please do not simultaneously use a microphone through Zoom and a cellphone/telephone. That combination results in audio problems for all participants.
- To make a general public comment or comment on a specific agenda item, you may also submit your comment, limited to 250 words or less, to the Community Services Director at [amancini@cityofsignalhill.org](mailto:amancini@cityofsignalhill.org) no later than 4:00 p.m. on Wednesday, January 19, 2022 and your comment will be read into the record.
- The City is not responsible for meeting disruptions or technical difficulties; however, if you are disconnected, please repeat the steps above.

The City of Signal Hill thanks you in advance for taking all precautions to prevent spreading the COVID-19 virus.

Park and Recreation Commissioners are compensated \$75.00 per meeting.

**(1) CALL TO ORDER – 6:00 P.M.**

**(2) ROLL CALL**

CHAIR ANHORN

VICE CHAIR ROGERS

COMMISSIONER DUTCH HUGHES

COMMISSIONER KISS-LEE

COMMISSIONER LAUER

**(3) PLEDGE OF ALLEGIANCE**

**(4) PUBLIC BUSINESS FROM THE FLOOR ON ITEMS NOT LISTED ON THIS AGENDA**

**(5) ANNOUNCEMENTS**

**(6) PRESENTATION**

- a. THE COMMUNITY SERVICES MANAGER WILL MAKE A PRESENTATION ON THE COMMUNITY DEVELOPMENT BLOCK GRANT DEMOLITION PROJECT.

**(7) DISCUSSION ITEM(S)**

- a. PET OF THE MONTH

**Summary:**

Each month staff will provide the Pet of the Month nominations and the Parks and Recreation Commission will select a pet to recognize.

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**Recommendation:**

Review and approve the process for selecting a Pet of the Month.

**b. OLDER AMERICAN AWARD NOMINATIONS REQUEST****Summary:**

Annually, the City recognizes a Signal Hill resident, aged 60 or older, as an Outstanding Older American. The Los Angeles County Commission for Older Adults (LACCOA) is asking for nominations of older adults to be honored at the 57th Annual Older Americans Recognition Day (OARD) Awards Program.

**Recommendation:**

Complete the nomination form and submit to staff by February 7, 2022.

**c. UPDATES ON CITY COUNCIL ACTIONS, PARK PROJECTS, OR PROGRAMS****Summary:**

Each month staff will provide an update on various actions which affect the Community Services Department such as City Council direction, project status for park development, or other Community Services programs which have changed over the previous month.

**Recommendation:**

Receive and file report.

**(8) CONSENT CALENDAR**

The following Consent Calendar items are expected to be routine and non-controversial. Items will be acted upon by the Commission at one time without discussion. Any item may be removed by a Commissioner or member of the audience for discussion.

**a. REVIEW OF COMMISSION REVOLVING OBJECTIVES****Summary:**

Each month staff will provide an update on various actions taken regarding items identified on the Commission Revolving objectives.

**Recommendation:**

Update, receive, and file report.

**b. MINUTES OF THE FOLLOWING MEETING****Summary:**

Regular Meeting of December 15, 2021.

Recommendation:

Approve.

**(9) COMMISSION NEW BUSINESS**

COMMISSIONER LAUER  
COMMISSIONER KISS-LEE  
COMMISSIONER DUTCH HUGHES  
VICE CHAIR ROGERS  
CHAIR ANHORN

**(10) ADJOURNMENT**

Tonight's meeting will be adjourned to the next regular meeting of the Parks & Recreation Commission to be held on February 16, 2022, at 6:00 p.m. via video and teleconference. Instructions to participate in the meeting will be provided on the meeting agenda.

**CITIZEN PARTICIPATION**

If you need special assistance beyond what is normally provided to participate in City meetings, the City will attempt to accommodate you in every reasonable manner. Please call the City Clerk's office at (562) 989-7305 at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible.

**AFFIDAVIT OF POSTING**

I, Aly Mancini, Commission Secretary of the Parks and Recreation Commission, do hereby affirm that a copy of the foregoing agenda was posted at City Hall, the Signal Hill Library, Discovery Well Park, and Reservoir Park, 72 hours in advance of this meeting.



## CITY OF SIGNAL HILL

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### STAFF REPORT

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#### **AGENDA ITEM**

**TO:**

**HONORABLE CHAIR  
AND MEMBERS OF THE PARKS AND RECREATION COMMISSION**

**FROM:**

**ALISON DOBAY  
COMMUNITY SERVICES MANAGER**

**SUBJECT:**

**PRESENTATION**

#### **Summary:**

The Community Services Manager will make a presentation on the Community Development Block Grant Demolition Project.





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#### **AGENDA ITEM**

**TO:**

**HONORABLE CHAIR  
AND MEMBERS OF THE PARKS AND RECREATION COMMISSION**

**FROM:**

**ALISON DOBAY  
COMMUNITY SERVICES MANAGER**

**SUBJECT:**

**PET OF THE MONTH**

#### Summary:

Each month staff will provide the Pet of the Month nominations and the Parks and Recreation Commission will select a pet to recognize.

#### Recommendation:

Review and approve the process for selecting a Pet of the Month.

#### Background and Analysis:

In December 2021, Parks and Recreation Commissioner Lauer requested that staff create a process to recognize a “Pet of the Month” at the monthly Parks and Recreation Commission meeting.

Staff recommend that Signal Hill Residents may nominate a pet to be recognized on the City Website and social media pages each month. Each resident may submit one nomination form per month. Submissions must be received by the last day of each month. Nominations will be submitted and organized with a Google Form, which is a user-friendly platform for residents to access and staff to manage (Attachment A). A link to the form will be available on the City Website, the City of Signal Hill Facebook page, and the Community Services Department Facebook page. The information will also be listed in the March E-Newsletter and upcoming City Views newsletter.

Staff will prepare a monthly report of the nominations received and present the information to the Parks and Recreation Commission to select one “Pet of the Month” to recognize. Nominations that are not selected will remain on the monthly report for the Commission’s future consideration. The selected “Pet of the Month” will be recognized on the City website, E-newsletter, and City of Signal Hill Facebook page, and the Community Services Department Facebook page.

The nomination form will include the following criteria:

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- Pet's Name
- Nick names
- Verification of residency
- Type of animal
- Special characteristics and information about the pet
- Activities that their pet likes to do
- Verification of a current pet license
- Photo

Approved:

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Aly Mancini

## City of Signal Hill Pet of the Month

Please fill out this form to nominate a pet for the Signal Hill Pet of the Month. Nominations are due by the last day of each month and will be reviewed by the Parks and Recreation Commission at their regularly scheduled monthly meeting. One pet will be featured in the City's monthly e-newsletter.

What is your Pet's name? \*

Shamu

Does your pet have a nick name?

MU-MU

Are you a Signal Hill resident? \*

Yes  
 No

What type of animal/breed is your pet? \*

Labrador

Attachment A

Does your pet have all required licenses? \*

Yes

No

What makes your pet special?

He's great with kids, has starred in 6 different movies.

How long have you had your pet? How did you acquire your pet?

8 years, he was a rescue, we got him from a shelter

What activities does your pet like to do?

He loves to play in the waves at the beach

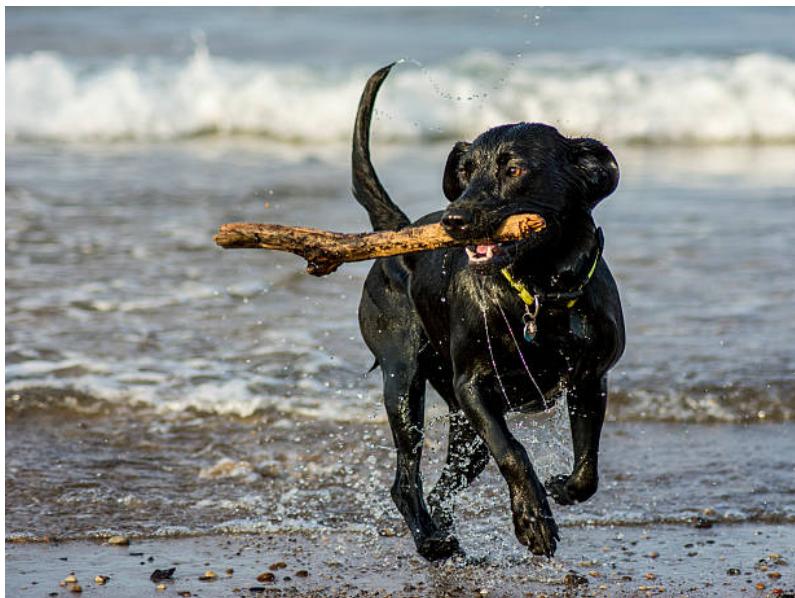
Please upload a photo of the pet you are nominating.

What is your name? \*

Signal H. Resident

What is your email address? \*

ilovemydog@gmail.com







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#### **AGENDA ITEM**

**TO:**

**HONORABLE CHAIR  
AND MEMBERS OF THE PARKS AND RECREATION COMMISSION**

**FROM:**

**ALY MANCINI  
COMMUNITY SERVICES DIRECTOR**

**SUBJECT:**

**OLDER AMERICAN AWARD NOMINATIONS REQUEST**

#### **Summary:**

Annually, the City recognizes a Signal Hill resident, aged 60 or older, as an Outstanding Older American. The Los Angeles County Commission for Older Adults (LACCOA) is asking for nominations of older adults to be honored at the 57<sup>th</sup> Annual Older Americans Recognition Day (OARD) Awards Program.

#### **Recommendation:**

Complete the nomination form and submit to staff by February 7, 2022.

#### **Background:**

This year will mark the 57<sup>th</sup> anniversary of Older Americans Recognition Day (OARD) in which outstanding older persons from the 88 cities in Los Angeles County will be honored for their volunteer services. The Los Angeles County Commission on Aging and the Los Angeles County Board of Supervisors will celebrate Older Americans Recognition Day in May 2022 at a day/time/place to be announced by the County of Los Angeles.

Nominations will be presented to the Parks and Recreation Commission at the February meeting. The Commission will select one resident to honor. The honoree will be recognized at a City Council Meeting in May.

#### **Approved:**

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Aly Mancini



## Call for Nominations

Do you know a senior that exemplifies the true spirit of volunteerism within the community? Has he or she enhanced the quality of life for others? Please take a moment and complete this nomination form.

All Nomination of Honoree Forms  
must be submitted to:

Community Services Department  
2175 Cherry Avenue  
Signal Hill, CA 90755-3799

Phone (562) 989-7330  
Fax (562) 989-7394

ComServices@cityofsignalhill.org

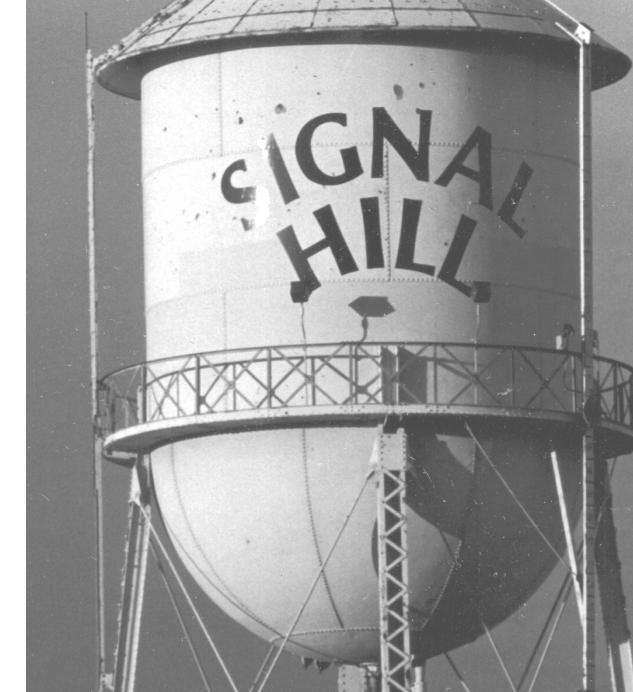


All forms must be received no later than February 7, 2022.

### Previous Outstanding Older American Award Recipients

1985	Peggy McClanahan
1986	Doris Miller
1987	Hulda Fischer
1988	Opal Mayer
1989	Joy Elliott
1990	Garnett Sebree
1991	Mary Meyer
1992	Melvin Girard
1993	Don Jarman
1994	Marjorie Grommé
1995	Colleen King
1996	Edith Key
1997	Jack McManus
1998	Paul Jordan
1999	Audrey Burge
2000	Chuck Gerst
2001	Ted Bunten
2002	Nona Daly
2003	John Leahy
2004	Mary Justus
2005	Gary Dudley
2006	Keaton King
2007	Chan Brainard & Gil Griego
2008	Jane Fallon
2009	Hazel Wallace
2010	Gary Weinberger
2011	Frank Virga
2012	Al Sirignano
2013	Louise Cunningham
2014	George & Carol Apt
2015	Steve Strichart
2016	Neena Strichart
2017	Mildred Wallerstein
2018	Rose 2009 Richárd
2019	Larry Forester
2020	Judie Johnson
2021	Pam Dutch Hughes

## OLDER AMERICAN RECOGNITION



### Nomination of Honoree Form

Submission Deadline  
February 7, 2022



## Older American Recognition Nomination of Honoree Form

**The Los Angeles County Commission on Aging is calling for nominations of older Americans to participate in the 54th Annual Older Americans Recognition Day Awards Program. For the past 57 years, the President, the Governor, and the Los Angeles County Board of Supervisors have designated the month of May as Older Americans Recognition Month.**

**The nominee must be:**

- a resident of Signal Hill**
- 60 years of age or older**
- has not previously received the award**
- is actively involved in volunteer service which directly benefits the community.**

**First Name:** \_\_\_\_\_

**Last Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City: Signal Hill State: CA Zip: 90755**

**Phone (include area code):** \_\_\_\_\_

**Age of Nominee at filing date:** \_\_\_\_\_

- Please state your reasons, in no more than two paragraphs, for nominating the person (i.e., ways that the person has contributed to bettering the overall community through volunteer service).
- Attach a current photo if possible.

**Contact Information regarding this submittal:**

**Submitted by:** \_\_\_\_\_ **Phone Contact:** \_\_\_\_\_ **Email:** \_\_\_\_\_



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#### **AGENDA ITEM**

**TO:**

**HONORABLE CHAIR  
AND MEMBERS OF THE PARKS AND RECREATION COMMISSION**

**FROM:**

**ALISON DOBAY  
COMMUNITY SERVICES MANAGER**

**SUBJECT:**

**UPDATES ON CITY COUNCIL ACTIONS, PARK PROJECTS, OR PROGRAMS**

#### Summary:

Each month staff will provide an update on various actions which affect the Community Services Department such as City Council direction, project status for park development, or other Community Services programs which have changed over the previous month.

#### Recommendation:

Receive and file report.

#### Updates:

### **CITY COUNCIL**

No updates at this time.

### **PARK PROJECTS**

#### *Heritage Point Park*

Heritage Point Park construction is underway and is scheduled to be completed Spring 2022.

#### *CDBG Home Demolition Project*

The demolition of the houses at 1905 & 1907 East 21<sup>st</sup> Street has made progress since it began in early December 2021. At this time, all buildings have been demolished and the contractor is working on repaving the parking lot next to Spud Field. The project is scheduled to be completed by early February 2022.

## **RECREATION SERVICES DIVISION**

### *Signal Hill Afterschool Recreation Club*

The Afterschool Recreation Club (ARC) has 52 students enrolled in the program. In December, activities focused on the Christmas and Hanukkah holidays, making presents for loved ones, and the winter season.

Winter Day Camp took place Monday, December 20 through Thursday, December 23. The theme was “Get Outdoor S’more,” focused on camping and the outdoors, and had a total of 27 participants who attended the day camp. In addition to the activities on-site, the participants took a field trip to the Wonder of Dinosaurs in Redondo Beach.

### *Co-Ed Youth Basketball Program*

A total of 59 participants will be divided into seven teams to represent Signal Hill Park in the Long Beach Parks Recreation and Marine Co-Ed Youth Basketball Program. Practices began during the week of January 3 and games are anticipated to start in mid-February. Signal Hill Park Basketball Courts will be utilized as a site for the league games.

## **COMMUNITY SERVICES DIVISION**

### *Food Distribution Program*

In December, the Food Distribution program served 59 households, 22 families and 37 seniors. Staff and volunteers worked together to make the boxes of groceries each week.

### *Active Adults*

In December, 59 senior citizens participated in weekly activities including the Holiday Luncheon and Bingo, Chair Yoga, and a Morning Movie.

### *Volunteer Hours*

The Department utilized 10 volunteers in December to assist with the Food Distribution program, Tree Lighting, Holiday Outreach program, Mayor’s Reception, and the Senior Holiday Luncheon.

### *Community Garden*

The Community Garden is currently full with 24 plots reserved.

### *Tree Lighting*

On Wednesday, December 1 the City of Signal Hill and the City of Long Beach gathered for the Annual Tree Lighting Ceremony held at the Signal Hill Public Library. Mayor Edward H.J. Wilson of Signal Hill and Mayor Robert Garcia of Long Beach spoke at the event. Guests took pictures with Santa Claus and enjoyed a live performance by MyArt before the tree was lit. The Tree Lighting Ceremony was well attended with over 300 people in attendance.

### *Facility Rentals*

In December, there were 9 facility rentals.

	Residents	Non-Residents	Non-Profit	School Use	TOTAL
Discovery Well Park Picnic Shelters	1	0	0	0	1
Reservoir Park Picnic Shelter	1	0	0	0	1
Signal Hill Park Picnic Shelters	1	2	0	0	3
Community Centers	3	0	0	0	3
Spud Field	0	0	0	0	0
Wedding Space	0	1	0	0	1
GRAND TOTAL					9

## LIBRARY DIVISION

### *Circulation*

In December, 2,576 items were circulated with approximately 83 items checked out each day.

### *Library Visits*

In the month of December, 4,604 patrons visited the library.

### *Library Website Visits & Wi-Fi Connections*

In December, the library webpage had 417 views. There were 536 connections to the library's Wi-Fi service.

### *Library Card Registration*

In December, 14 residents and 95 non-residents registered for library cards.

### *Inter Library Loan Service*

Inter Library Loan (ILL) enables patrons to obtain materials that are unavailable at the Signal Hill Public Library. Other libraries are also able to borrow Signal Hill's materials. In December, a total of 21 items were on loan to other libraries through the Inter Library Loan Service.

### *Study Room Use*

A total of 100 reservations for Study Rooms were held in December.

### *Story Time*

A total of 32 children and 24 adults attended the regularly scheduled Story Time programs in December. Average attendance for each story time program was 14 people.

### *Spanish Bilingual Story Time*

Spanish Story Time had six participants in attendance.

### *Tween Drop-In Program (Grades 3-5)*

The Tween Drop-In Program was held on Tuesdays in December. There were seven participants who joined in the after-school Science Technology, Engineering, Arts, and Mathematics (S.T.E.A.M.) activities.

### *Teen Drop-In Program (Grades 6-9)*

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The Teen Drop-In Program was held on Thursdays in December. There were 18 teens who participated in the program. The program features a S.T.E.A.M. games, craft, or movie and a snack.

*First Friday Book Club*

The Book Club was held on Friday, December 3. There were seven book club participants in attendance. The group discussed *Win* by Harlan Coben.

*Holiday Sugar Cookie Decorating*

On December 4, 15 adults and 5 children attended a workshop to learn how to decorate holiday sugar cookies.

*School Visits*

On December 6, a First-Grade class from Alvarado Elementary School visited the library. The class worked on an assignment to find a library book about a topic of their choice.

Approved:

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Aly Mancini



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#### **AGENDA ITEM**

**TO:**

**HONORABLE CHAIR  
AND MEMBERS OF THE PARKS AND RECREATION COMMISSION**

**FROM:**

**ALY MANCINI  
COMMUNITY SERVICES DIRECTOR**

**SUBJECT:**

**REVIEW OF COMMISSION REVOLVING OBJECTIVES**

#### Summary:

Each month staff will provide an update on various actions taken regarding items identified on the Commission Revolving objectives.

#### Recommendation:

Update, receive, and file report.

#### Background and Analysis:

As requested by the Commission, attached is a list of items that were brought up during past meetings and subsequently given to staff for follow-up. Attachment A is the most recent list with a status report following each item. This will provide an ongoing status update for Commissioners regarding requests they have made.

#### Approved:

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Aly Mancini

Commission Revolving Objectives (status through December 2021)

- Library: Outdoor Art Piece - On hold until further notice



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**TO:**

**HONORABLE CHAIR  
AND MEMBERS OF THE PARKS AND RECREATION COMMISSION**

**FROM:**

**ALY MANCINI  
COMMUNITY SERVICES DIRECTOR**

**SUBJECT:**

**MINUTES OF THE FOLLOWING MEETING**

Summary:

Regular Meeting of December 15, 2021.

Recommendation:

Approve.



**A REGULAR MEETING  
SIGNAL HILL PARKS AND RECREATION COMMISSION  
MINUTES**

December 15, 2021  
6:00 p.m.

A Regular Meeting of the Signal Hill Parks and Recreation Commission was held by teleconference on December 15, 2021 pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom.

**CALL TO ORDER – 6:00 P.M.**

Chair Anhorn announced tonight's meeting for the Parks and Recreation Commission is held virtually.

**ROLL CALL**

Present:     Chair Anhorn  
                 Vice Chair Rogers  
                 Commissioner Dutch Hughes  
                 Commissioner Kiss-Lee  
                 Commissioner Lauer

**PLEDGE OF ALLEGIANCE**

Chair Anhorn led the audience in the Pledge of Allegiance.

**PUBLIC BUSINESS FROM THE FLOOR**

None

**ANNOUNCEMENTS**

Community Services Director Aly Mancini read the City Announcements.

**PRESENTATIONS**

None

**DISCUSSION ITEM(S)**

**(A)     UPDATES ON CITY COUNCIL ACTIONS, PARK PROJECTS, OR PROGRAMS**

Staff provided an update on various actions which affect the Community Services Department such as City Council direction, project status for park development, and other Community Services programs which have changed over the previous month.

It was motioned by Vice Chair Rogers and seconded by Commissioner Dutch Hughes to receive and file the report.

The following vote resulted:

AYES: Chair Anhorn  
Vice Chair Rogers  
Commissioner Dutch Hughes  
Commissioner Kiss-Lee  
Commissioner Lauer

NOES: None

ABSENT: None

ABSTAIN: None

### **CONSENT CALENDAR**

Director Mancini pulled the Revolving Objectives to inform the Commissioners Pet of the Month will kick off in March 2022 and will appear in City Views.

It was motioned by Commissioner Kiss-Lee and seconded by Commissioner Dutch Hughes to approve the Consent Calendar.

The following vote resulted:

AYES: Chair Anhorn  
Vice Chair Rogers  
Commissioner Dutch Hughes  
Commissioner Kiss-Lee  
Commissioner Lauer

NOES: None

ABSENT: None

ABSTAIN: None

### **COMMISSION NEW BUSINESS**

Commissioner Lauer asked if the Commission could look at the write ups of the pet nominations for Pet of the Month. Director Mancini said yes, Manager Alison Dobay will bring the report to the next Commission meeting and nominations can be brought before the Commission each month where they will select winner.

Commissioner Kiss-Lee asked if she could nominate her pet as long as she recuses herself; Director Mancini said yes.

Commissioner Dutch Hughes wished everyone a happy holiday and happy new year.

Vice Chair Rogers wished everyone a safe and happy holiday. She informed the Commissioners of the upcoming Mayor's Reception this Thursday night at 6:00 p.m. at the Long Beach Fire Association, across the street from City Hall. Vice Chair Rogers also thanked the staff and volunteers who wrapped for Holiday Outreach.

Commissioner Lauer stated staff did a great job with Tree Lighting.

### **ADJOURNMENT**

It was moved by Commissioner Dutch Hughes and seconded by Vice Chair Rogers to adjourn to the next Regular Meeting of the Signal Hill Parks & Recreation Commission on Wednesday, January 19, at 6:00 p.m.

The following vote resulted:

AYES: Chair Anhorn  
Vice Chair Rogers  
Commissioner Dutch Hughes  
Commissioner Kiss-Lee  
Commissioner Lauer

NOES: None

ABSENT: None

ABSTAIN: None

CHAIR ANHORN adjourned the meeting at 6:15 p.m.

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Tim Anhorn  
Chair

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Aly Mancini  
Commission Secretary