



## 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  
June 21, 2023

Meetings begin at 6:00 pm. 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).

**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:**

- In-person Participation: Council Chambers of City Hall, 2175 Cherry Avenue, Signal Hill, California.
- Remote Participation: 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 [yaguilar@cityofsignalhill.org](mailto:yaguilar@cityofsignalhill.org) no later than 4:00 p.m. on Wednesday, June 21

and your comment will be read into the record.

- Please note that remote participation is offered as a public service and the City is not responsible for meeting disruptions or technical difficulties; however, if you are disconnected, please repeat the steps above. Submission of written comments or in-person participation will ensure that your comments are received.

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 DUTCH HUGHES

COMMISSIONER GIDWANI

COMMISSIONER KISS-LEE

COMMISSIONER ZACHARIAS

(3) **PLEDGE OF ALLEGIANCE**

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

(5) **PRESENTATION(S)**

(6) **DISCUSSION ITEM(S)**

a. OATH OFFICE FOR NEWLY APPOINTED COMMISSIONER KIRAN GIDWANI

Summary:

At its meeting on Tuesday, April 25, 2023, the City Council appointed Kiran Gidwani to serve on the Parks and Recreation Commission (term to expire on 5/31/2027). Accordingly, newly appointed Commissioner Gidwani will take the Oath of Office and assume his duties.

Recommendation:

Receive and file the administration of the Oath of Office for Commissioner Gidwani conducted by the Secretary of the Parks and Recreation Commission.

b. COMMISSION REORGANIZATION

Summary:

Each year in June, the Commission conducts the annual reorganization of the Chair and Vice Chair positions. To continue with this annual reorganization, the Commission will solicit nominations and elect a Chair and Vice Chair.

Recommendation:

Proceed with the reorganization for the Chair and Vice Chair positions according to the attached (Attachment A) specifications and guidelines.

c. SELECTION OF COMMISSION REPRESENTATIVE AND ALTERNATE TO THE SUSTAINABILITY CITY COMMITTEE

Summary:

For the past two years, Commissioner Dutch Hughes has served as Parks and Recreation Commission representative on the Sustainable City Committee (SCC) and Commissioner Anhorn has served as the alternate. Both attended SCC regular meetings, community events, and SCC field trips. Pursuant to SCC rules, the two-year term for SCC members expires on June 30, 2023. Accordingly, the Commission is asked to consider nominations and select a representative and an alternate for the next two-year term.

Recommendation:

Select a commission representative and an alternate for the SCC.

d. PARK ASSIGNMENTS

Summary:

As part of the approved Parks and Recreation Commission Revolving Objectives in September 2022, one of the items under Planning and representative of the Parks and Recreation Master Plan Goal 1.2 is to maintain and improve existing facilities, parks, trails, and open spaces. As such, staff recommend that the Parks and Recreation Commission assign specific parks to commissioners to provide regular feedback and insight about the Signal Hill's parks and outdoor spaces throughout the year, with a more comprehensive update in April of each year.

Recommendation:

Assign and approve parks for each commissioner as paired and outlined in Attachment A.

e. CONSIDERATION TO UPDATE MEETING TIMES FOR THE JULY AND AUGUST 2023 PARKS AND RECREATION COMMISSION MEETINGS

Summary:

The Parks and Recreation Commission meetings start at 6:00 p.m. on the third Wednesday of each month. The meetings scheduled for July and August 2023 coincide with the Concerts in the Park series on Wednesdays, July 19, 2023 and August 16, 2023. The Commission will consider amending the start time of the July and August meetings to avoid conflicts with the summer concert series.

Recommendation:

Consider adjusting the start time for the Wednesday, July 19 and August 16 Commission meetings to 5:00 p.m.

f. PET OF THE MONTH NOMINATIONS

Summary:

The Commission will consider submitted nominations and select a Pet of the Month for June 2023 (Attachment A).

Recommendation:

Review nominations for June 2023 and select nominee(s) to recognize for Pet of the Month.

g. DIRECTOR'S REPORT - UPDATES ON CITY COUNCIL ACTIONS, PARK PROJECTS, AND PROGRAMS

Summary:

Staff will provide an update on various actions which affect the Community Services Department such as City Council direction, project status for park development, and/or other Community Services programs.

Recommendation:

Receive and file report.

**(7) 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. IN THE NEWS

Summary:

Article (Attachment A) provided by staff that may be of interest to the Parks and Recreation Commission.

Recommendation:

Receive and file.

b. 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.

## c. APPROVAL OF MEETING MINUTES

Summary:

Minutes of the Regular Meeting of May 17, 2023.

Recommendation:

Approve the minutes of the Regular Meeting of the Parks and Recreation Commission for May 17, 2023.

**(8) COMMISSION NEW BUSINESS**

COMMISSIONER ZACHARIAS  
COMMISSIONER KISS-LEE  
COMMISSIONER GIDWANI  
VICE CHAIR DUTCH HUGHES  
CHAIR ANHORN

**(9) ADJOURNMENT**

Tonight's meeting will be adjourned to the next regular meeting of the Parks & Recreation Commission to be held on July 19, 2023, at 6:00 p.m. (hybrid meeting format, including in-person, and video and teleconference participation options). 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, Yvette E. Aguilar, 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.