



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

THE CITY OF SIGNAL HILL
WELCOMES YOU TO A REGULAR
PARKS AND RECREATION COMMISSION MEETING
June 18, 2025

The City of Signal Hill appreciates your attendance. Citizen interest provides the Commission with valuable information regarding issues of the community. Meetings are held on the 3rd Wednesday of every month.

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.

To participate:

- In-person Participation: Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, California.
- 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 Director of Parks, Recreation and Library Services at yaguilar@cityofsignalhill.org no later than 4:00 p.m. on Wednesday, June 18, 2025. Written comments will be provided electronically to the Parks & Recreation Commission and attached to the meeting minutes. Written comments will not be read into the record.

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 EDWARDS
COMMISSIONER DUTCH HUGHES
COMMISSIONER GIDWANI

COMMISSIONER KISS-LEE

(3) PLEDGE OF ALLEGIANCE

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

(5) PRESENTATION(S)

a. STAFF WILL PRESENT AN UPDATE ON THE SIGNAL HILL AMPHITHEATER PROJECT.

(6) DISCUSSION ITEM(S)

a. 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 Secretary will solicit nominations for Chair, and once seated, the Chair will call for nominations for Vice Chair, each position serving the 2025-2026 term of office.

Strategic Plan Goal(s):

Goal No. 5 High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

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

b. SELECTION OF COMMISSION REPRESENTATIVE AND ALTERNATE TO THE SUSTAINABLE CITY COMMITTEE

Summary:

For the past two years, Commissioner Kiran Gidwani has served as Parks and Recreation Commission representative on the Sustainable City Committee (SCC) and Commissioner Dutch Hughes 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, 2025. 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.

c. PARK ASSIGNMENTS

Summary:

In July 2024, the Parks and Recreation Commission approved the current Revolving Objectives. In alignment with the Parks and Recreation Master Plan Goal 1.2, to maintain and improve existing facilities, parks, trails, and open spaces, the Commission assigns each commissioner a group of parks to visit, observe, and report out to the Commission and staff throughout the year, with a more comprehensive update in April of each year.

Strategic Plan Goal(s):

Goal No. 4 Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

Goal No. 5 Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Assign and approve parks for each commissioner for the period June 2025-May 2026.

d. CONSIDERATION TO UPDATE MEETING TIMES FOR THE JULY 2025 PARKS AND RECREATION COMMISSION MEETING

Summary:

The Parks and Recreation Commission meetings start at 6:00 p.m. on the third Wednesday of each month. The meeting scheduled for July 2025 coincides with the Concerts in the Park series on Wednesday, July 16, 2025. The Commission will consider amending the start time of the July meeting from 6:00 p.m. to 5:00 p.m. to allow the public to attend both the Commission meeting and the Concerts in the Park series, as well as provide commissioners the opportunity to engage with the public during the popular summer activity.

Strategic Plan Goal(s):

Goal No. 5 Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Consider amending the start time for the Wednesday, July 16 Parks and Recreation Commission meeting to 5:00 p.m.

e. PET OF THE MONTH NOMINATIONS

Summary:

The Commission will consider submitted nominations and select a Pet of the Month for June 2025 (Attachment A).

Strategic Plan Goal(s):

Goal No. 5 Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Review nominations for June 2025 and select nominee(s) to recognize for Pet of the Month.

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

Summary:

The Director's Report provides updates on activity and actions related to the Parks, Recreation and Library Services Department and provides the Parks and Recreation Commission with information about City Council direction; status on park projects; and/or other programs and services.

Strategic Plan Goal(s):

Goal No. 4: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

Goal No. 5: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

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. FEE WAIVER REQUEST FOR THE LONG BEACH MINERAL AND GEM SOCIETY GEMS ON THE HILL EVENT

Summary:

The Parks and Recreation Commission will consider a fee waiver request from

the Long Beach Mineral and Gem Society (LBMGS), a local non-profit organization, to host a Gems on the Hill event, at the Signal Hill Public Library Signal Point Terrace, Zinnia Courtyard, Children's Area, and Community Room on Saturday, October 11 and Sunday, October 12, 2025 and display two banners at the Library Terrace as well as Cherry and Hill Street in advance of the event.

Strategic Plan Goal(s):

Goal No. 5 High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Staff recommend the Parks and Recreation Commission approve the LBMGS request for a waiver of fees for the Signal Point Terrace, Zinnia Courtyard, Children's Area, and the Community Room for Saturday, October 11 and Sunday, October 12 and display two banners at the Library Terrace and at the corner of Cherry and Hill Street.

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.

Strategic Plan Goal(s):

Goal No. 5 Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Update, receive, and file report.

c. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of May 21, 2025.

Strategic Plan Goal(s):

Goal No. 5 Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Approve the meeting minutes.

(8) COMMISSION NEW BUSINESS

COMMISSIONER DUTCH HUGHES
COMMISSIONER GIDWANI
COMMISSIONER KISS-LEE
VICE CHAIR EDWARDS
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 16, 2025, at 6:00 p.m., in the Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, CA 90755.

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.