

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

June 13, 2012
6:00 p.m.

A Regular Meeting of the Signal Hill Parks and Recreation Commission was held in the Council Chambers of City Hall on June 13, 2012.

CALL TO ORDER

Chair Davis called the meeting to order for the Parks and Recreation Commission at 6:02 p.m.

ROLL CALL

Present: Chair Davis
 Vice Chair Dudley (arrived at 6:03 p.m.)
 Vice Chair Cunningham
 Commissioner Damrow
 Commissioner Lopez

PLEDGE OF ALLEGIANCE

Chair Davis led the audience in the Pledge of Allegiance.

PUBLIC BUSINESS FROM THE FLOOR

None

PRESENTATION

Public Works Director Steve Myrter shared a PowerPoint presentation regarding Capital Improvement Projects.

DISCUSSION ITEM(S)

(A) COMMISSION REORGANIZATION

Community Services Director Pilar Alcivar-McCoy opened nominations for Chair of Parks and Recreation Commission.

Commissioner Cunningham nominated Vice Chair Dudley to serve as Chair. There were no additional nominations.

Roll call vote was taken.

Passed 5/0/0.

The meeting was turned over to Chair Dudley, who opened nominations for Vice Chair of the Parks and Recreation Commission.

Commissioner Damrow nominated Commissioner Cunningham to serve as Vice Chair. There were no additional nominations.

Roll call vote was taken.

Passed 5/0/0

(B) COMMUNITY GARDEN SITE PLAN

Community Services Director Alcivar-McCoy presented a conceptual site plan for a community garden the lot at 1917 E. 21st Street adjacent to Signal Hill Park. The Commission reviewed the conceptual site plan and proposed several changes to the concept and the rules and guidelines.

- Investigate tool shed options for uniformity
- Potential arched gate at entrance into garden
- Change the trellis height to match the height for tomato plants at 5'
- Delete composting option
- Include a green waste trash can
- Establish quarterly meetings for participants
- Look into plot corners and bamboo screening
- Possibly dedicate parking at ball field or investigate school joint use agreement for parking lot
- Consider loading and unloading parking space
- Create garden clubs for Condos/HOAs
- Design shade area shelters to match park picnic shelters
- Meet from time to time with neighbors to determine issues
- Establish key access off 21st Street
- Move handicapped areas to the lower side of garden

It was moved by Commissioner Damrow and seconded by Vice Chair Cunningham to receive and file the report.

Motion passed 5/0/0

(C) PARK ORDINANCE REVIEW

Portions of the park ordinance were reviewed by staff and proposed changes were presented to the Commission for consideration.

The Commission accepted the changes to the park ordinance and did not request further changes. It was moved by Commissioner Davis and seconded by Vice Chair Cunningham to receive and file the report.

Motion passed 5/0/0

(D) NON-PROFIT ORGANIZATIONS' FEE WAIVER REQUESTS

Several nonprofit organizations requested waivers of facility rental fees for their monthly business meetings and/or special events held in Signal Hill parks and facilities.

Staff provided an update of volunteer activity for two of the larger community events, and was advised that it is not necessary to provide an update on approximate number of volunteer hours at mid-year. Since this is the first year that the Signal Hill Community Foundation has requested fee waivers, staff will advise them of the requirement of providing some volunteer hours at City events.

It was moved by Commissioner Damrow and seconded by Commissioner Davis to approve the requests for a waiver of fees for the Associated Radio Amateurs of Long Beach.

Motion passed 5/0/0

It was moved by Vice Chair Cunningham and seconded by Commissioner Davis to approve the requests for a waiver of fees for the Signal Hill Chamber of Commerce.

Motion passed 4/0/1 (abstention: Commissioner Damrow)

It was moved by Commissioner Damrow and seconded by Vice Chair Cunningham to approve the requests for a waiver of fees for the Signal Hill Historical Society.

Motion passed 5/0/0

It was moved by Commissioner Cunningham and seconded by Commissioner Davis to approve the requests for a waiver of fees for the Friends of Signal Hill Cultural Arts.

Motion passed 3/0/2 (abstentions: Commissioner Damrow and Chair Dudley)

It was moved by Commissioner Davis and seconded by Commissioner Lopez to approve the requests for a waiver of fees for the Friends of Signal Hill Library.

Motion passed 4/0/1 (abstention: Commissioner Damrow)

It was moved by Commissioner Damrow and seconded by Commissioner Lopez to approve the requests for a waiver of fees for the Signal Hill Community Foundation.

Motion passed 3/0/2 (abstentions: Commissioner Cunningham and Chair Dudley)

(E) SIGNAL HILL COMMUNITY FOUNDATION COMMUNITY YARD SALE

Staff attended the May meeting of the Signal Hill Community Foundation, the event sponsor.

The Community Foundation will consider improving the visual aspect of the event by changes such as providing tables at next year's Yard Sale. It was moved by Vice Chair Cunningham and seconded by Commissioner Lopez to receive and file report.

Motion passed 5/0/0

(F) UPDATES ON CITY COUNCIL ACTIONS, PARK PROJECTS & PROGRAMS

Staff provided 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.

Community Services Manager Mancini highlighted the increased interest by the "tweens" in Las Brisas since the modernization of the space; the success of the youth soccer celebration at the Chivas USA vs. LA Galaxy soccer game; the expectation of increased Library use at the end of the school year; and notified the Commission that information will be provided monthly regarding volunteer activity. Commissioner Damrow requested additional information regarding the circulation of genres of books at the Library. She also reported that new Library cards will be available to patrons because of a gift by FOSHL and requested this be indicated on the new cards.

It was moved by Commissioner Damrow and seconded by Vice Chair Cunningham to receive and file this report.

Motion passed 5/0/0

(G) REVIEW OF COMMISSION REVOLVING OBJECTIVES

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

Staff provided an update regarding the Hounds on the Hill event including creating a stronger relationship with the Long Beach Animal Care Services for joint programming. Commissioner Damrow requested that staff reach out to the bigger pet stores in Signal Hill at upcoming pet events. The presentation by Public Works Director Myrter covered the process and timing for the Electronic Sign, Raymond Arbor Park play equipment and the replacement of restrooms at Reservoir Park. Staff advised it is possible that the cost for the electronic sign will be lower than anticipated, and Commissioner Davis requested landscaping options be considered to soften the appearance of the sign and to help minimize access to the sign and prevent graffiti. The Health Fair Committee met with a representative of Signal Hill Petroleum and planned a tentative course for a walk/run. The Committee has preliminary sponsorship offers for the Health Fair.

It was moved by Commissioner Damrow and seconded by Commissioner Davis to receive and file this report.

Motion passed 5/0/0

(H) JULY AND AUGUST MEETING DATES

Two dates for the Concerts in the Park coincide with the meeting dates for the Parks and Recreation Commission on July 11 and August 8. The Commission considered the need to revise the meeting dates or time.

All the Commissioners wished to revise the start time to 5:00 p.m. and retain the current meeting dates. It was moved by Commissioner Davis and seconded by Vice Chair Cunningham to amend the times for the July and August meetings to 5:00 p.m.

Motion passed 5/0/0

MINUTES

It was moved by Commissioner Damrow and seconded by Commissioner Davis to approve the amended minutes of the April 11, 2012 Parks and Recreation Commission meeting.

Motion passed 5/0/0

It was moved by Vice Chair Cunningham and seconded by Commissioner Davis to approve the minutes of the May 9, 2012 Parks and Recreation Commission meeting.

Motion passed 5/0/0

COMMISSION NEW BUSINESS

Commissioner Damrow reported that the rubber mats at the Discovery Well Community Center were buckled and need replacing.

Commissioner Davis reported that the drinking fountain in Signal Hill Park is not working and the urinals in the men's restroom were not functioning properly and the restroom had a bad smell.

Chair Dudley reported that there is a dead tree at the west end of the Promenade, some unhealthy plants throughout, and the east end could use some care.

ITEMS AGENDIZED FOR NEXT MEETING

There were no items agendized for the next meeting.

ADJOURNMENT

It was moved by Commissioner Davis, and seconded by Commissioner Damrow to adjourn to the Regular Meeting continued to Wednesday, July 11, 2012, at 5:00 p.m., in the Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, CA 90755.

The motion passed 5/0/0

The meeting was adjourned at 8:04 p.m.

Gary Dudley
Chair

Pilar Alcivar-McCoy

Pilar Alcivar-McCoy
Commission Secretary