



## CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

THE CITY OF SIGNAL HILL  
WELCOMES YOU TO A REGULAR MEETING OF THE  
PARKS AND RECREATION COMMISSION

July 10, 2013  
5:00 p.m.

The City of Signal Hill appreciates your attendance. Citizen interest provides the Council, Agency and Commissions with valuable information regarding issues of the community. Meetings are held on the second Wednesday of every month at 6:00 p.m. In addition, audio recordings of meetings are available on the City's website at [www.cityofsignalhill.org](http://www.cityofsignalhill.org) after the meetings. 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 and is available at each meeting. The agenda and related reports are also available for review at the Library on the Friday afternoon prior to the Commission meeting. Agenda and staff reports are also available on the City website at [www.cityofsignalhill.org](http://www.cityofsignalhill.org).

During the meeting the Community Services Director presents agenda items for Commission consideration. The public is allowed to address the Commission on all agenda items. The Chair will announce when the period for public comment is open on each agenda item. The public may speak to the Commission on items that are not listed on the agenda. This public comment period will be held at the beginning of the public portion of the meeting. You are encouraged (but not required) to complete a speaker card prior to the item being considered, and give the card to a City staff member. The purpose of the card is to ensure speakers are correctly identified in the minutes. However, completion of a speaker card is voluntary, and is not a requirement to address the Commission. The cards are provided at the rear of the Council Chamber. Please direct your comments or questions to the Chair.

(1) CALL TO ORDER – 5:00 P.M.

(2) ROLL CALL

Chair Cunningham  
Vice Chair Lopez  
Commissioner Brooks

Commissioner Davis  
Commissioner Dudley

(3) PLEDGE OF ALLEGIANCE

(4) PUBLIC BUSINESS FROM THE FLOOR

Matters of general concern, which are not on the agenda, can be addressed during this portion of the meeting. However, State law (Brown Act) prohibits the City Council or Commissions from acting upon any item not posted 72 hours before a regular meeting and 24 hours before a special meeting.

(5) PRESENTATION(S)

None

(6) DISCUSSION ITEM(S)

a. New Agenda Format

Summary: Staff will review new agenda format to align the Parks and Recreation Commission agenda more closely with Council and other Commissions.

Recommendation: Receive and file the report.

b. Non-Profit Organizations' Fee Waiver Requests

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

Recommendation: Approve waiver requests from non-profit organizations for use of City facilities for the first six months of FY 2013/2014 pending execution of Memorandums of Understanding (MOUs) with the organizations prior to December 2014.

c. Commission Goals

Summary: The Commission will review their goals from last fiscal year, review proposed 2013-2014 goals, and proposes additional goals for the upcoming budget year.

Recommendation: Review past goals and discuss new goals for FY 2013-2014.

d. Fitness Instructor Fee

Summary:

Staff will present recommended Fitness Instructor Fees based on Commission direction at the June 2013 meeting.

Recommendations:

Approve the Fee Schedule for the Fitness Instructor Fees.

(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. Updates on City Council Actions, Park Projects and 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 the report.

b. Review of Commission Revolving Objectives

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

Recommendation: Update, receive, and file report.

c. Minutes

Parks and Recreation Commission – June 12, 2013

Recommendation: Approve.

(8) COMMISSION NEW BUSINESS

COMMISSIONER DUDLEY  
COMMISSIONER DAVIS  
COMMISSIONER BROOKS  
VICE CHAIR LOPEZ  
CHAIR CUNNINGHAM

**(10) ADJOURNMENT**

The next regular meeting of the Parks and Recreation Commission will be held on August, 2014, at 5:00 p.m. in the Signal Hill Council Chamber.

**CITIZEN PARTICIPATION**

Routine matters are handled most quickly and efficiently if contact is made with the City department directly concerned. However, if you would like to request that a matter be presented for Council, Agency or Commission consideration, you may do so by writing the City Council, City Manager, City Clerk or Commission Secretary. The deadline for agenda items is 12 noon on the Tuesday preceding the meetings. Agendas will be mailed to those who provide self-addressed, stamped envelopes to the City Clerk's office or Commission Secretary.

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.