

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

March 13, 2013
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 March 13, 2013.

CALL TO ORDER

Chair Dudley called the meeting to order for the Parks and Recreation Commission at 6:00 p.m.

ROLL CALL

Present: Chair Dudley
 Vice Chair Cunningham
 Commissioner Davis
 Commissioner Damrow
 Commissioner Lopez

PLEDGE OF ALLEGIANCE

Chair Dudley led the audience in the Pledge of Allegiance.

PUBLIC BUSINESS FROM THE FLOOR

Resident Sharon Bergeron inquired about the status of the Signal Hill Park Community Garden. Staff indicated the building estimate and plans are in process, and were calculating costs for participants, which may be from \$40 to \$100 per year. The construction process may take 2-4 months. Staff will update the Commission at the April meeting.

PRESENTATION(S)

None

DISCUSSION ITEM(S)

(A) IDENTIFICATION OF ITEMS FOR PROPOSED FISCAL YEAR 2013/2014 CITY BUDGET

Commission discussed the program, equipment, and capital improvement requests under consideration during City budget process.

Community Services Director Alcivar-McCoy reported on the status of budget requests from Fiscal Year 2012/2013.

Alcivar-McCoy indicated there would be no budget reductions for FY 13/14 except that funding from CDBG will be reduced by 32%, however, staff will begin marketing for support from local businesses to support the Food Distribution/Brown Bag program.

Alcivar-McCoy discussed Capital Improvement Projects staff is recommending, including new playground equipment at Reservoir Park, renovation of DWP turf, cigarette containers at Hilltop, an information kiosk at Panorama, additional doggie fountains, the renovation of mini-shelters at Signal Hill Park, additional benches at DWP and Raymond Arbor, the installation of a dishwasher at Signal Hill Park Community Center, and the installation of WiFi at Signal Hill Park, and noted that Public Works would determine which of the items requested would be submitted as Capital Improvement Projects and which would be covered as routine maintenance items. Commissioner Damrow asked staff to investigate the cost to provide WiFi to the entire city. Staff indicated this may be a City Council policy decision.

With regard to proposed fee changes, Alcivar-McCoy reported that the CJPIA recommends a one-day insurance policy for rental of jumper space and the community centers in the event of a mishap. This cost is calculated between \$80 and \$125 depending on the level of hazard as defined by the insurance company. Alcivar-McCoy also reported prospective updates to the ordinances for picnic shelters may impact revenues depending on changes to rental guidelines; options will be taken to City Council on April 2. Alcivar-McCoy informed the Commission that costs for emergency supply kits provided for sale to the public have risen, and staff will be requesting an increase in the charge to cover the costs. The Commission recommended that this service be discontinued and that staff simply provide information regarding emergency kits to the public. The Commission also asked if the Police Department would be offering emergency preparedness courses with the assistance of Police volunteers.

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

(B) CALIFORNIA PARKS AND RECREATION CONFERENCE UPDATE

The California Parks and Recreation Conference was held March 5-6, 2013 in San Jose. The conference was attended by Commissioner Damrow, who provided an oral review regarding her attendance. She indicated the CAPRCBM has awarded scholarships and may consider additional scholarships for enlistment and retention in the parks and recreation profession. She also discussed AB 5, the Homeless Persons Bill of Rights, and the possible effects to City parks and facilities.

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

(C) OUTSTANDING OLDER AMERICAN AWARD

Community Services Director Alcivar-McCoy presented the staff report requesting the Commission recognize a Signal Hill resident as an Outstanding Older American. This year, two outstanding residents were nominated. Since Vice Chair Cunningham was a nominee, she was excused. Commissioner Damrow moved to develop the list of candidates more fully. After nominees from last year were also included, Commissioner Damrow withdrew the motion.

The Commissioners reviewed the nominations and voted unanimously to select Louise Cunningham as the 2013 Outstanding Older American. The award will be announced at an upcoming City Council meeting. The Commission also directed that in future nominees be retained and reconsidered over a period of five years.

It was moved by Commissioner Damrow and seconded by Commissioner Davis to approve Louise Cunningham as the 2013 Outstanding Older American.

Motion passed 4/0/1 (Vice Chair Cunningham was absent during this segment)

(D) 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 Adult Fiction books in the Library as the highest circulating category for the month and improvements to the DVD collection with additional documentaries and educational items. She discussed program statistics over 3-years including the increase in park and facility rental revenues, and improved compliance with program guidelines for the transportation program.

Commissioner Davis discussed the recent emergency preparation training at the Police Department and suggested potential on-going safety trainings such as family safety issues.

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

Motion passed 4/0/1 (Vice Chair Cunningham was absent during this segment)

(E) 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. It was discussed to provide additional notification to those interested in the Community Garden. Commissioner Davis suggested an interest form indicating the expected cost to

participants, requesting verification of Signal Hill residence, and to find out if interested parties might be willing to share space as a tool to aid in selecting participants. Other objectives including WiFi, cigarette butt disposal containers, and the electronic sign were discussed previously as part of the budget review.

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

Motion passed 5/0/0

MINUTES

It was moved by Commissioner Davis and seconded by Commissioner Lopez to approve the minutes of the February 13, 2013 Parks and Recreation Commission meeting.

Motion passed 5/0/0

COMMISSION NEW BUSINESS

Commissioner Lopez asked staff to explore cardio equipment to be placed at the Panorama Trail near the strength training equipment. She also asked if there were hand dryers and soap in the restrooms of the parks.

Commissioner Damrow asked staff to look into QR codes for exercise options to include video demonstrations for smart phones. Commissioner Lopez suggested QR codes to include a fitness tip of the day. Staff was directed to have the Health & Wellness Committee convene to discuss these ideas.

Commissioner Davis suggested consideration of creating a history trail with the involvement of Signal Hill Historical Society along the Panorama Trail.

Commissioner Damrow described a partnership between the Chamber and Salvation Army offering a 9-week session for budget and finance issues. Community Services Director Alcivar-McCoy indicated that the City would only be able to provide information and flyers for the session under the auspices of a partnership of the Chamber with the Salvation Army.

Chair Dudley advised that he would be unavailable to attend the Parks and Recreation Commission meeting on April 10, 2013.

ITEMS AGENDIZED FOR NEXT MEETING

There were no items agendized for the next meeting.

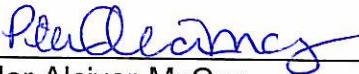
ADJOURNMENT

It was moved by Commissioner Davis and seconded by Vice Chair Cunningham to adjourn to Regular Meeting on Wednesday, April 10, 2013, at 6:00 p.m., in the Council Chamber of City Hall, 1780 E. Hill Street, Signal Hill, CA 90755.

The motion passed 5/0/0

The meeting was adjourned at 7:46 p.m.

Gary Dudley
Chair



Pilar Alcivar-McCoy
Commission Secretary