

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

June 12, 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 May 8, 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 Brooks
 Commissioner Lopez
 Commissioner Davis

PLEDGE OF ALLEGIANCE

Chair Dudley led the audience in the Pledge of Allegiance.

PUBLIC BUSINESS FROM THE FLOOR

None

PRESENTATION(S)

None

DISCUSSION ITEM(S)

(A) COMMISSION REORGANIZATION

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

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

Roll call vote was taken.

Motion carried 5/0/0.

The meeting was turned over to Chair Cunningham, who opened nominations for Vice Chair.

Commissioner Davis nominated Commissioner Lopez to serve as Vice Chair. There were no additional nominations.

Roll call vote was taken.

Passed 5/0/0

The Commission discussed the importance of complying with the Open Meetings Law (Brown Act). The procedure is as follows:

- Staff presents a report on the agenda item
- Commissioners ask questions of the staff
- Commissioners refrain from commenting until after public comments
- Audience members ask questions or make comments
- If possible, staff answer questions
- Commission discusses and comments
- Commission makes a motion and votes

Chair Cunningham reminded the Commission of the Mayor's request at the June meeting that when new projects or ideas are presented the cost (purchase, maintenance and replacement) as well as the impact to residents (parking, noise and traffic) must be taken into consideration. The Commission would then decide as a group if staff needs to do further research or pursue a project. If the majority of commissioners agree on further review, the staff can place the item on the next agenda.

Commissioner Dudley suggested having a standardized checklist for each project with all relevant information so the Commission has information to better evaluate the project.

(B) 90th ANNIVERSARY ACTIVITIES

Director Alcivar-McCoy provided a background on the 90th Anniversary which begins April 2014. The City Council has tentatively approved \$9,000 for the event.

Council Member Lori Woods made a presentation regarding her ideas for the event to increase pride in the City in addition to increasing the economy. She would like to create a mission statement for the 90th Anniversary and have the Parks and Recreation Commission create a committee. The committee would include Council Member Woods, 1 or 2 members of the Historical Society, 1 or 2 residents at large and 2 Parks and Recreation Commissioners. The committee would meet several times over June,

July and August to determine events; then bring ideas back to the Commission in September in order to present to Council by October.

Chair Cunningham asked Council Member Woods to review the committee structure.

Commissioner Dudley asked Council Member Woods if the committee would meet once a month. The schedule outline may not be possible due to public notification and the Commission's meeting schedule.

Commissioner Brooks asked how we would reach out to the public for members at large.

Commissioner Davis suggested that the committee structure may be too large, and suggested a Commission subcommittee be appointed to work with Council Member Woods to develop preliminary ideas. Commissioner Davis and Commissioner Brooks volunteered to be part of the subcommittee.

It was moved by Commissioner Dudley and seconded by Commissioner Davis that Commissioner Davis and Commissioner Brooks form a subcommittee with Council Member Woods to do preliminary planning for the 90th Anniversary activities.

Motion passed 5/0/0.

(C) ADOPTED PARK ORDINANCE CHANGES

Director Alcivar-McCoy provided an update on amendments to the ordinances governing conduct in public places. Ordinance changes were approved by the City Council on May 7, 2013, and will take effect on June 22, 2013. These new ordinances include a provision to allow staff to manage the fitness instructors using the parks. They also enable the police department to issue a citation with the offender paying a fine rather than having to go to court for a misdemeanor.

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

Motion passed 5/0/0

(D) USE OF CITY PARKS FOR COMMERCIAL FITNESS INSTRUCTION

Community Services Manager Aly Mancini presented the regulatory system for non-City sponsored commercial fitness instruction, classes, or camps offered in Signal Hill Parks. The new process will require anyone using the park for paid fitness instruction to obtain a special permit.

Commission discussed the fee and requested that staff bring back additional options next month. They also recommended a 6-month review once the process is implemented to assess its effectiveness.

Mayor Noll shared his comments regarding safety issues on Hill Street with residents walking in the street.

It was moved by Commissioner Dudley and seconded by Commissioner Brooks to approve the process and add the Fitness Instructor Fee to next month's agenda.

Motion passed 5/0/0

(E) NONPROFIT ORGANIZATION FEE WAIVER

Director Alcivar-McCoy updated the Commission on the status of non-profit organizations' fee waiver requests. Council provided direction to the Commission to approve waivers only for six months, pending completion of an MOU with the City.

It was moved by Commissioner Dudley and seconded by Commissioner Lopez to receive and file the 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.

It was moved by Commissioner Davis and seconded by Commissioner Brooks to receive and file the 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.

Director Alcivar-McCoy informed the Commission that in order to comply with the Brown Act new agenda items will be categorized on a future agenda or as a Maintenance and Operations item. Updates were given on the status of several revolving objectives.

It was moved by Commissioner Brooks and seconded by Commissioner Davis to receive and file the 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 10 and August 14. 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 Commissioner Lopez to amend the start times for the July and August meetings to 5:00 p.m.

Motion passed 5/0/0

MINUTES

It was moved by Commissioner Dudley and seconded by Commissioner Lopez to approve the minutes of the meeting of May 8, 2013.

Motion passed 4/0/1

COMMISSION NEW BUSINESS

Commissioner Brooks introduced herself to the Commission.

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 Lopez to adjourn to Regular Meeting on Wednesday, July 10, at 5:00 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 8:30 p.m.

Gary Dudley
Chair

Pilar Alcivar-McCoy
Commission Secretary