



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
May 17, 2023

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 listen and participate:

- Call (408) 638-0968 (audio only) and enter meeting ID: 856 0614 6711 and pin: 842897 when prompted. If you would like to make a public comment, please notify the meeting host by pressing *9 on the telephone keypad.

To view and participate:

- In-person Participation: Council Chambers of City Hall, 2175 Cherry Avenue, Signal Hill, California.
- Remote Participation: Visit www.zoom.us on your desktop computer or laptop, click on "Join a Meeting", and enter meeting ID: 856 0614 6711 and pin: 842897 when prompted; or
- Download the app from the app store if you are using a smart phone and enter meeting ID: 856 0614 6711 and pin: 842897 when prompted.
- Please note that you will be placed in a "listen only" mode and your video feed will not be shared with the Commission or public. If you would like to make a public comment, please notify the meeting host by raising your virtual hand (see hand icon at bottom of screen) and you will be invited to speak when the Parks & Recreation Commission is taking public comments. Please do not simultaneously use a microphone through Zoom and a cellphone/telephone. That combination results in audio problems for all participants.
- 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 Community Services Director at yaguilar@cityofsignalhill.org no later than 4:00 p.m. on Wednesday, May 17

and your comment will be read into the record.

- Please note that remote participation is offered as a public service and the City is not responsible for meeting disruptions or technical difficulties; however, if you are disconnected, please repeat the steps above. Submission of written comments or in-person participation will ensure that your comments are received.

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 DUTCH HUGHES
COMMISSIONER KIM
COMMISSIONER KISS-LEE
COMMISSIONER ZACHARIAS

(3) **PLEDGE OF ALLEGIANCE**

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

(5) **PRESENTATION(S)**

- a. THE PUBLIC WORKS DEPARTMENT WILL PROVIDE A PRESENTATION ON FUNDING PROSPECTS FOR IMPROVEMENTS AT RESERVOIR PARK AND FUTURE COMMUNITY ENGAGEMENT OPPORTUNITIES.
- b. THE PUBLIC WORKS DEPARTMENT WILL PROVIDE A PRESENTATION ON THE CITYWIDE STREET MEDIAN PROJECT.
- c. THE COMMUNITY SERVICES DEPARTMENT WILL PROVIDE A PRESENTATION ABOUT THE ACTIVE ADULTS PROGRAM.
- d. THE PARKS AND RECREATION COMMISSION CHAIR WILL PRESENT A CERTIFICATE OF RECOGNITION TO COMMISSIONER KATHERINE KIM FOR HER SERVICE AND DEDICATION TO THE PARKS AND RECREATION COMMISSION.

(6) **DISCUSSION ITEM(S)**

- a. UPDATE TO COMMUNITY SERVICES DEPARTMENT OUTDOOR POLICY 4.9B FACILITY USE PERMITS - OUTDOOR

Summary:

The Parks and Recreation Commission will review and consider approval of updates to Policy 4.9B Facility Use Permit for Outdoor Facilities (Attachment A). The updates to the policy reflect desired changes from feedback obtained through a community survey, and are intended to be a pilot program that allows for use of a picnic shelter by permit reservation only, starting with Reservoir

Park.

Recommendation:

Staff recommend approval of the proposed updates to Policy 4.9B Facility Use Permit for outdoor facilities.

- b. ANNUAL PARKS AND RECREATION COMMISSIONER PARK REPORT FOR CHAIR ANHORN

Summary:

In October 2022, the Commission assigned parks to each commissioner to report their observations and experiences with their assigned parks throughout the year, with a more comprehensive update April of each year. Chair Anhorn was unable to attend the April 2023 meeting and will provide his report this evening.

Recommendation:

Staff recommend that Chair Anhorn report observations and experiences with Raymond Arbor Park, Hillbrook Park, and Heritage Point Park.

- c. HILLBROOK PARK COMMUNITY OUTREACH AND PROJECT UPDATE

Summary:

In October 2022, the City entered into an agreement with Architerra Design Group (ADG), to prepare the Hillbrook Park Renovation Design and conduct community outreach. ADG and the City have since collaboratively worked together to conduct community engagement and outreach opportunities to garner feedback on the redesign of the park. The results of the outreach will be shared with the Parks and Recreation Commission by ADG.

Recommendation:

Provide feedback and receive and file this report.

- d. LONG BEACH MINERAL AND GEM SOCIETY FEE WAIVER REQUEST

Summary:

Staff have received a request from the Long Beach Mineral and Gem Society (LBMGS), a local non-profit, for a fee waiver for the use of facility spaces within the Signal Hill Public Library including the Signal Point Terrace, Zinnia Courtyard, Children's area, and the Community Room on Saturday, October 7 from 7:00 a.m. to 5:15 p.m. and Sunday, October 8 from 9:00 a.m. to 6:00 p.m. for their annual Gems on the Hill event, which serves the residents of Signal Hill.

Recommendation:

Staff recommend the Parks and Recreation Commission approve:

1. Waiving of facility use fees associated with the LBMGS request, which include use of the Signal Point Terrace; Zinnia Courtyard; children's area; and the Community Room, on Saturday, October 7, from 7:00 a.m. to 5:15 p.m. and Sunday, October 8, 2023 from 9:00 a.m. to 6:00 p.m. totaling fee waivers in the amount of \$7,877.50; and,
2. A banner display on the exterior of the Library to promote the event.

e. ALVARADO ELEMENTARY SCHOOL FEE WAIVER REQUEST

Summary:

Staff received a request from Alvarado Elementary School for a fee waiver in the amount of \$765.00 for the use of the Signal Hill Park Open Space, Picnic Shelter #3, Amphitheater, and electricity for their Field Day and 5th grade graduation on Wednesday, June 14 and Thursday, June 15, 2023.

Recommendation:

Review and consider waiving fees for use of Signal Hill Park Open Space, Picnic Shelter #3, Amphitheater and electricity on Wednesday, June 14 and Thursday, June 15, 2023.

f. PET OF THE MONTH NOMINATIONS

Summary:

The Commission will consider submitted nominations and select a Pet of the Month for May 2023 (Attachment A).

Recommendation:

Review nominations for May 2023 and select nominee(s) to recognize for Pet of the Month.

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

Summary:

Staff will provide an update on various actions which affect the Community Services Department such as City Council direction, project status for park development, and Community Services Department programs.

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. 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.

Recommendation:

Update, receive, and file report.

b. APPROVAL OF MEETING MINUTES

Summary:

Minutes of the Regular Meeting of April 19, 2023.

Recommendation:

Approve the minutes of the Regular Meeting of the Parks and Recreation Commission for April 19, 2023.

(8) COMMISSION NEW BUSINESS

COMMISSIONER ZACHARIAS
COMMISSIONER KISS-LEE
COMMISSIONER KIM
VICE CHAIR DUTCH HUGHES
CHAIR ANHORN

(9) ADJOURNMENT

Tonight’s meeting will be adjourned to the next regular meeting of the Parks & Recreation Commission to be held on June 21, 2023, at 6:00 p.m. (hybrid meeting format, including in-person, and video and teleconference participation options). Instructions to participate in the meeting will be provided on the meeting agenda.

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.