



## CITY OF SIGNAL HILL

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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

April 20, 2016  
6:00 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 3<sup>rd</sup> Wednesday of every month.

Meetings commence at 6:00 p.m. 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 may take agenda items out of order and 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 – 6:00 P.M.

(2) ROLL CALL

CHAIR BROOKS  
VICE CHAIR DUDLEY  
COMMISSIONER CUNNINGHAM  
COMMISSIONER KISS-LEE  
COMMISSIONER LAUER

(3) PLEDGE OF ALLEGIANCE

The Chair will lead the audience in reciting the 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)

- Library Presentation – City Librarian, Judy Kamei
- Recognition of 25 year employee

(6) DISCUSSION ITEM(S)

a. Appointment of Commission Member to the RFP Interview Panel

Summary: Staff will be interviewing potential consultants to conduct the new Needs Assessment and requests that one commissioner be appointed to participate on the panel. A city Council member will also be appointed.

Recommendation: Appoint a commissioner to sit on the interview panel for the Needs Assessment Consultant selection.

b. Commemorative Language Policy

Summary: Staff will present the proposed Commemorative Language Policy.

Recommendation: Review and forward to City Council for approval.

(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 effect 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.

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: Receive and file.

c. Minutes

Regular Meeting of March 16, 2016.

Recommendation: Approve.

(8) COMMISSION NEW BUSINESS

COMMISSIONER BROOKS  
COMMISSIONER CUNNINGHAM  
COMMISSIONER DUDLEY  
COMMISSIONER KISS-LEE  
COMMISSIONER LAUER

(10) ADJOURNMENT

Tonight's meeting will be adjourned to the next regular meeting of the Parks and Recreation Commission to be held on May18, 2016 at 6:00 p.m., in the Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, CA, 90755.

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. The agenda and related agenda items are available on our website at [www.cityofsignalhill.org](http://www.cityofsignalhill.org).



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, Aly Mancini, Commission Secretary of the City of Signal Hill, 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.

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Aly Mancini  
Commission Secretary

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Date



## **CITY OF SIGNAL HILL**

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2175 Cherry Avenue • Signal Hill, California 90755-3799

April 20, 2016

### **AGENDA ITEM**

**TO: HONORABLE CHAIR  
AND MEMBERS OF THE PARKS AND RECREATION COMMISSION**

**FROM: ALY MANCINI  
DIRECTOR OF COMMUNITY SERVICES**

**SUBJECT: PRESENTATION**

### **Summary:**

In recognition of National Library Week, Judy Kamei, City Librarian, will conduct a slideshow presentation overview of programs and services of the Signal Hill Public Library.



## **CITY OF SIGNAL HILL**

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April 20, 2016

### **AGENDA ITEM**

**TO: HONORABLE CHAIR  
AND MEMBERS OF THE PARKS AND RECREATION COMMISSION**

**FROM: ALY MANCINI  
COMMUNITY SERVICES DIRECTOR**

**SUBJECT: RECOGNITION OF 25 YEAR EMPLOYEE**

### **Summary:**

The Chair will present a Certificate of Appreciation to 25 year employee, Sue Hurd, who is retiring from City service.



## **CITY OF SIGNAL HILL**

2175 Cherry Avenue • Signal Hill, California 90755-3799

April 20, 2016

Discussion Item (6a)

### **AGENDA ITEM**

**TO: HONORABLE CHAIR  
AND MEMBERS OF THE PARKS AND RECREATION COMMISSION**

**FROM: ALY MANCINI  
DIRECTOR OF COMMUNITY SERVICES**

**SUBJECT: APPOINTMENT OF COMMISSION MEMBER TO THE RFP INTERVIEW  
PANEL FOR THE PROPOSED NEEDS ASSESSMENT**

### **Summary:**

Staff will be interviewing potential consultants to conduct the new Needs Assessment and requests that one commissioner be appointed to participate on the panel. A city Council member will also be appointed.

### **Recommendation:**

Appoint a commissioner to sit on the interview panel for the Needs Assessment Consultant selection.

Approved:

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Aly Mancini



## **CITY OF SIGNAL HILL**

2175 Cherry Avenue • Signal Hill, California 90755-3799

April 20, 2016

Discussion Item (6b)

### **AGENDA ITEM**

**TO: HONORABLE CHAIR  
AND MEMBERS OF THE PARKS AND RECREATION COMMISSION**

**FROM: ALY MANCINI  
DIRECTOR OF COMMUNITY SERVICES**

**SUBJECT: COMMEMORATIVE LANGUAGE POLICY**

#### **Summary:**

Staff will present a proposed policy for commemorative language on city property.

#### **Recommendations:**

Provide feedback on policy and forward to the City Council for approval.

#### **Fiscal Impact:**

Implementing the proposed Commemorative Language policy will have no fiscal impact.

#### **Background:**

For more than fifteen years, the City has allowed commemorative language to be placed upon City property through the Millennial Brick program and the currently retired Memorial Bench and Tree program. The Millennial Brick program is co-sponsored by the Signal Hill Community Foundation and benefits the Signal Hill Public Library through fees that customers pay to have messages inscribed on bricks that are laid in the viewing area at Hilltop Park. In the past years, it is estimated that over \$100,000 has been raised through this program.

The Millennial Brick program operated for many years with no issue. However, in 2014, the City received an inscription order form with proposed language that could be viewed as



highly offensive to the general public. At that time, the City Attorney recommended that the program be placed on hold while staff researched and developed a Commemorative Language policy. The program has been on hold since 2014 and there are over 100 people on a waitlist to order bricks.

**Analysis:**

With the potential addition of a commemorative brick program at the proposed dog park, and a potential resurrection of the Memorial Bench and Tree program, staff has drafted a policy to guide the language permitted upon city property to ensure that such messages are appropriate and reflect the values of the City of Signal Hill.

City staff researched several similar policies from other organizations and municipalities. The policies ranged from very restrictive, with minimal options for inscriptions, to more liberal policies that allowed the customer to use any language of their choosing within the character limit allowed. Staff found that most memorial programs on city property were regulated by a non-profit organization that co-sponsored the program. In several of these cases, the Board of those organizations retained the right to deny any inscriptions they felt would be offensive or inappropriate. In one municipal brick program, however, the program is supervised by the City and a policy is in place which provides the City the capability to restrict inscription options to ensure messages are appropriate and follow a general format. After research and discussion with the City Attorney, staff have drafted the attached proposed policy for Commission review.

Approved:

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Aly Mancini

Attachment

City of Signal Hill  
Community Services Department  
Commemorative Language Policy

**PURPOSE**

To allow individuals and groups to arrange for memorial messages to be placed on designated City property, and to ensure that the proposed messages are consistent with the goal of maintaining a safe and positive environment for all to enjoy.

**CURRENT AND PROPOSED MEMORIALS**

Hilltop Park Memorial Bricks	Benefits the Signal Hill Public Library
Signal Hill Dog Park Memorial Bricks	Benefits the Dog Park, Animal Services & programs
Signal Hill View Park Memorial Benches	Benefits Signal Hill Youth & Family Programs
Park Trees- Varies based on availability	Benefits Signal Hill Sustainability Programs
Park Amenities- Varies based on availability	Benefits Signal Hill Youth & Family Programs

**LOCATIONS**

The Community Services Department, in conjunction with City Council and the Parks and Recreation Commission, will retain the responsibility of managing the placement, spacing and number of all memorials on park, park facility, trails and library buildings. It is the responsibility of the Community Services Department, in conjunction with the Parks and Recreation Commission, to determine when a saturation point has been reached for any particular park or location.

**APPROVED MESSAGES**

All memorials must conform to the following format:

1. First line of **introductory text** shall be limited to one of the approved phrases on the attached list (Exhibit A), or left blank.
2. Second line is limited to the name of a person or persons, including a title or affiliation, or a pet name or pet's names.
3. Third line is limited to calendar dates such as birth or death dates or other calendar dates of significance, or left blank.

***Examples:***

In Memory of  
Jane Marie Doe  
1942-2009

Buddy the Dog  
1995-2009

In Recognition of  
Boy Scout Troup 121  
2009

**FEES**

Fees for all memorial programs will be reviewed during the City's budget review process. Costs may increase due to changes in material costs, installation costs, replacement costs and/or maintenance costs.

**REPAIR & REPLACEMENT**

The Community Services Department in conjunction with the Public Works Department will provide care of memorials consistent with the City's maintenance standards. Damaged or vandalized memorials will be repaired or replaced at no cost to the donor through the term of the memorial. After the term of the memorial has expired, any future repairs or replacements will be paid for by the donor.

**RELOCATION & REMOVAL**

The Community Services Department intends to place memorials in permanent locations, however, future circumstances may arise that require the memorials to be relocated. If this relocation occurs during the term of the memorial, the relocation costs will be incurred by the City. If the relocation occurs after the term of the memorial, the City reserves the right to remove the memorial and/or require the donor to pay for the relocation. Memorials may not be removed at the request of the donor.

**Memorial Plaque Introductory Text Options**

**\*Restrictions may apply based on text space available**

1. IN HONOR OF
2. IN CELEBRATION OF
3. IN OBSERVANCE OF
4. IN RECOGNITION OF
5. IN APPRECIATION OF
6. IN REMEMBRANCE OF
7. IN COMMEMORATION OF
8. IN THANKS
9. IN MEMORY OF
10. IN LOVING MEMORY OF
11. A GIFT TO
12. DEDICATED TO
13. DEDICATED IN MEMORY OF
14. IN OUR HEARTS FOREVER
15. OH HOW WE MISS YOU
16. PLANTED BY
17. PLANTED IN MEMORY OF
18. PLANTED FOR
19. PRESENTED TO
20. TO OUR (SON, DAUGHTER, MOTHER, FATHER, PARENTS, UNCLE, AUNT, COUSIN,  
GRANDPARENTS, ETC)
21. IN LOVING MEMORY OF OUR (SON, DAUGHTER, MOTHER, FATHER, PARENTS, UNCLE, AUNT,  
COUSIN, GRANDPARENTS, ETC)
22. WITH RESPECT FOR
23. IN ADMIRATION OF
24. FOR OUR FOUR LEGGED FRIEND
25. FOR OUR FURRY FRIEND
26. FOR OUR BELOVED (DOG, CAT)
27. WITH GRATITUDE TO
28. ON BEHALF OF
29. TO REPRESENT
30. DONATED BY/TO/FOR





## CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

April 20, 2016

Discussion Item (7a)

### **AGENDA ITEM**

**TO: HONORABLE CHAIR  
AND MEMBERS OF THE PARKS AND RECREATION COMMISSION**

**FROM: GINA ALLEN  
COMMUNITY SERVICES MANAGER**

**SUBJECT: UPDATES ON CITY COUNCIL ACTIONS, PARK PROJECTS, OR  
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 report.

### **Updates:**

#### **City Council Updates**

##### *Integrated Library Software Agreement*

At the regular City Council meeting of April 12, 2016, the Council approved a recommendation to enter an agreement with Biblionix, LLC to provide the City with an Integrated Library Software System. Council also approved a yearly maintenance and support services agreement with Biblionix, LLC.

#### **Capital Improvement Projects**

##### *Dog Park*

The Dog Park design was reviewed and approved by the Planning Commission. The park design continues to be reviewed by staff and will reach the City Council's agenda in the near future.

#### *View Park*

The View Park project is on hold pending notification of potential grant funding which will expand the project. Staff anticipates receiving notice in May.

#### *Library*

The current Library is scheduled to close May 2, 2016 and will be moving to its temporary quarters. The book drop will remain open for returns. The library will re-open in the Signal Hill Community Center in early June.

#### *Bixby Ridge Trail improvements*

The City received an extension from Los Angeles County to complete the project by December 2016. Currently, Public Works is drafting a Request for Proposal to solicit proposals for design and contract management services. Once a consultant is secured (by June), staff will proceed with hiring a contractor to complete the trail renovation. Expected completion is Fall 2016.

#### *Playground Resurfacing*

The playground resurfacing at Discovery Well Park is underway however, due to an unexpected work order change, the resurfacing will not be complete until mid May. The resurfacing of the Signal Hill Park Playground is anticipated to begin shortly thereafter.

### **Grants**

The City has received \$300,000 in grant funds from Supervisor Don Knabe's office. The grant will fund new playground equipment and surfacing at Reservoir Park and a new irrigation system and modification for tree coverage at Signal Hill Park. Public Works and Community Services staff will begin planning these projects in May with updates to be presented to the Commission at a future meeting.

### **Signal Hill Public Library**

#### *Circulation*

The circulation of Library materials for the month of March 2016 totaled 3,285 during the 27 days the Library was open. This is an average of 122 items checked-out per day.

#### *Circulation Statistics by Category*

<b>Category</b>	<b>2015 Circs</b>	<b>2015 Daily Average</b>	<b>2016 Circs</b>	<b>2016 Daily Average</b>
Adult Nonfiction	266	10	266	10
Adult Fiction	392	15	421	16
Young Adult (Fic & NF)	139	5	95	3
Juvenile (Fic & NF)	1,574	60	1,594	59

Magazines	27	1	24	1
DVDs	345	13	302	11

#### *Library Visits*

<b>Age Group</b>	<b>March 2015</b>	<b>March 2016</b>
Adults (18+)	1,724	1,510
Young Adults (12-17)	386	592
Children (0-11)	1,241	888
Total	3,351	2,990
Daily Avg.	129	111

#### *Library Registration*

In March, 21 residents and 59 non-residents registered for library cards.

#### *Computer Use*

Public access computers were used for 435 sessions during March. This averages to 16 sessions of public computer use per day.

#### *WiFi*

In March, the Library had 322 connections made using this service. This averages 12 connections per day.

#### *Volunteer Hours*

The library offers volunteer opportunities for high school students and California State University, Long Beach (CSULB) students in Service Experiences for Revitalizing Education (SERVE), a teacher preparation program. We also accept Federal Work Study Students from Long Beach City College (LBCC) and Casa Loma College. All four student groups are considered volunteers as they are not compensated by the City. They assist library staff and help library patrons with computer problems or homework. Below, are the number of hours volunteers worked in the month of March.

<b>Volunteer Type</b>	<b>Hours</b>
High School	34.5
SERVE	0
Federal Work Study	0
Casa Loma College	0
Total Hours	34.5

#### *Story Time Programs*

A total of 110 children and 147 adults attended a total of 10 regularly scheduled story times. Average attendance for each story time was 25. The library offers two story times: Baby and Toddler Story time on Tuesdays at 10:00 am, and Preschool Story time on Thursdays at 10:00 am.

#### *First Friday Book Club*



The Friday Book Club discussion was held on March 4<sup>th</sup> and hosted 17 adult participants. The book discussed was *A Walk in the Woods* by Bill Bryson and included a showing of the film.

#### *Teen Drop-In Program*

The program was held on Thursday's during March with 40 total attendees; averaging eight attendees per day. The programs featured a showing of the *Goosebumps* movie, planting shamrocks, and board games.

#### *Special Programs*

The Family Discovery Day program was held on Saturday, March 12<sup>th</sup> and provided hands-on experiments for children 5 – 10 years of age. The March theme was Spring. A total of 10 adults and 15 children attended the program.

The new monthly Teen Writing Club program met on March 19<sup>th</sup>. Only one teen came to attend the program. Library staff will be discussing the future direction of this program.

BARK DOGS program returned to the library on Saturday, March 19<sup>th</sup>. Three dogs came with their human companion. Five adults and 10 children dropped in to read to the dogs.

#### *Long Beach Unified School District (LBUSD) Outreach*

There were six class visits during the month of March.

<b>Date</b>	<b>School/Grade</b>	<b># of Students</b>	<b>Teacher's Name</b>	<b>Topic</b>
March 2	Alvarado/5 <sup>th</sup> Grade	32	Ms. Martin	Library & Internet Research
March 9	Alvarado/4 <sup>th</sup> Grade	29	Ms. Vann	Library & Internet Research
March 11	Signal Hill/5 <sup>th</sup> Grade	30	Mrs. Truman	Introduction to Library Resources & Catalog
March 16	Alvarado/5 <sup>th</sup> Grade	32	Ms. Martin	American Revolution Research
March 16	Signal Hill/5 <sup>th</sup> Grade	6	Mrs. Truman	Introduction to Library Resources & Catalog
March 23	Signal Hill/5 <sup>th</sup> Grade	6	Mrs. Truman	Introduction to Library Resources & Catalog

#### *Other Library News*

In March, the Library was awarded a grant by the California State Library to purchase an AWE preschool bilingual (English/Spanish) computer for \$500 (the retail prices is \$3,300). The computer is being tested by the library staff and will be available for public use when the library opens in the temporary location.

The library received a donation of 2,000 DVD and 1,000 CD security cases from Burbank Public Library. With these cases the library will be able to shelve the DVDs and Books on CD securely on the shelves. The value of these cases is approximately \$8,000.



## **Community Services Division**

### *Senior Bingo Club*

The Senior Bingo Club hosted 16 seniors on Thursday, March 10<sup>th</sup> from 10:00 am to noon in the Signal Hill Public Library.

### *Food Distribution Program*

Food Distribution occurs every two weeks. In March, a total of 97 participants received food with an average of 32 bags distributed on each day. There are 40 low income senior residents enrolled in the program.

### *Discounted Bus Passes*

In March, seven reduced bus fare passes were purchased by low income and disabled residents.

### *Dial a Taxi*

In March, four out of five members used the service.

### *Active Adult Excursions*

In March, the Department offered one excursion for the Active Adults program. A total of 53 program participants traveled to The Kellogg's House in Pomona. They toured the famous Kellogg house and ranch, and enjoyed a buffet style lunch at Kellogg West.

### *Workshops*

In March, the Grossman Burn Prevention presented a Home Safety Program for parents, caregivers, and babysitters of children under the age of 5. Participants learned simple tips to make their homes safe and basic first aid for burns.

### *Volunteer Hours*

In March, the Community Services Division utilized 15 volunteers at the Senior Folding Group event. The newsletters were mailed out to 200 Active Adults.

Spring Fest utilized 58 volunteers to assist with the egg hunts, crafts, game area, and bounce house. These volunteers equated to a savings of more than \$3,000 in staffing costs.

### *Spring Fest*

Over 3,000 people enjoyed the activities and fun at the annual Spring Fest at Signal Hill Park on Saturday, March 26<sup>th</sup>. Participants were able to take photos with the bunny, create three spring themed crafts, enjoy two petting zoos, play for candy in a carnival game zone, participate in an egg hunt, and enjoy an inflatable mega-slide and two bounce houses. Over 1,000 children received candy and prizes through participating in the wristband-only activities.

### *Concerts in the Park*

All bands for the 2016 Concerts in the Park have been booked and confirmed. Below is the schedule for this year's concert series.

Date	Band
July 6	Desperado (Eagles Tribute)
July 13	Neon Nation (80s)
July 20	Scot Bruce (Elvis)
July 27	A Hard Day's Night (Beatles)
August 3	Blue Breeze (Soul/R&B)
August 10	Wildfire (Top 40s) *With opening performance by the Rock for Vets band

As of April 14, 2016, \$10,349 has been raised through the Community Foundation for the 2016 concert series. Sponsor Night is scheduled for July 20<sup>th</sup> with a performance by Scot Bruce as Elvis.

#### *Community Garden*

The last Community Garden meeting was held on Thursday, January 21, 2016. The gardeners discussed invoice dates, planning committee dates newsletters, streamlining information, marketing, public restroom hours, supplies and first aid kits. The next meeting is scheduled for Tuesday, April 19<sup>th</sup>. The Community Garden currently has 20 out of 24 plots reserved.

#### *Facility Rentals*

In March, facility rentals generated \$2,576 in revenue with 35 facility rentals.

Category	Residents	Nonresidents	Nonprofit	City Use	School Use
1. Shelters	5	3	0	4	0
2. Community Centers	0	2	1	7	0
3. Fitness Permits	1	0	0	0	0
4. Library Meeting Room	3	0	2	3	0
5. Spud Field	0	3	0	0	0
6. Wedding Space	0	1	0	0	0

### **Recreation Division**

#### *Signal Hill Afterschool Recreation Club (ARC)*

This month was jam-packed with activities for the students in the ARC program. The program kicked off the month with a healthy eating presentation. Each group had the opportunity to make a delicious, healthy snack for their parent(s). Many of the parents were impressed by their children's ability to make a great snack.

The children also celebrated Dr. Seuss' birthday month by reading the author's books, making *Thing One and Thing Two* hats, and turning themselves into *The Cat in the Hat*. Students also celebrated St. Patrick's Day. They participated in a gold coin hunt, made



shaving cream paint leprechauns and completed a rainbow craft to help find the pot of gold.

The Signal Hill and Alvarado Elementary schools started their Spring Break this month. Spring Camp participants took a field trip to the Cabrillo Aquarium where they were able to hatch baby Grunion, which made them honorary Grunion moms and dads! They also were able to explore the tide pools and look at sea animals through a microscope. The theme for the week was *Spring is Here*, so the children participated in various activities such as; handprint sunflowers, self chia heads, and designing seed launchers.

#### *Tween Program*

This month, the Tweens celebrated their last day of school by taking a field trip to play Laser Tag. They all had a great time and said this was their new favorite field trip.

The Tweens had their first fundraiser of the year at the City's annual Spring Fest. They prepared for the day by creating posters and brushed up on their money handling skills. The revenue from the concession sales will allow them to plan future field trips.

The Jr. Recreation Leader camp was also held in the month of March during ARC's first week of Spring Camp. The program reached its maximum number of six tweens and had a wait list of four. All of the Tweens gave positive reviews of the program and are excited to do it again this summer. Due to its popularity, the Department is currently looking into how the program can be expanded.

#### *Youth Sports*

The basketball season came to a close this month with all of our eligible teams making it to the final championship tournament. One of the teams fought hard and took home the 2<sup>nd</sup> place trophy. All of the teams celebrated their hard work this season with an ice cream social banquet. The next sport season is indoor soccer. Indoor soccer is one of the most popular sport season within our community. The Department will run nine teams and currently has a waitlist. The season begins in April.

Approved:

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Aly Mancini

A REGULAR MEETING  
SIGNAL HILL PARKS AND RECREATION COMMISSION  
MINUTES

March 16, 2016  
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 16, 2016.

**CALL TO ORDER**

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

**ROLL CALL**

Present: Chair Brooks  
Vice Chair Dudley  
Commissioner Cunningham  
Commissioner Kiss-Lee  
Commissioner Lauer

Absent: None

**PLEDGE OF ALLEGIANCE**

Chair Brooks led the audience in the Pledge of Allegiance.

**PUBLIC BUSINESS FROM THE FLOOR**

Resident, Lynn Hutchinson, asked the Commission that the gardeners be granted access to the front gate on 21<sup>st</sup> Street. It is very inconvenient and difficult to bring large items into the garden. She would also like to donate extra vegetables to the senior food program.

Resident, Janice Montgomery, stated if she had known about the long walk to the gate in the park she wouldn't have signed up for the Community Garden.

Director Aly Mancini informed the Commission that two Friday's a month, the gate on 21<sup>st</sup> street is opened for the gardeners. Originally the resident's on 21<sup>st</sup> Street made an agreement with City Council that they would support the installation of the Community Garden as long as access on 21<sup>st</sup> Street was restricted. Staff can resurvey the residents on 21<sup>st</sup> Street on allowing more access to the gardeners and the results will be given to the City Council.



## **PRESENTATION(S)**

None

## **DISCUSSION ITEM(S)**

### **(A) COMMUNITY GARDEN**

Director Aly Mancini provided an update on the Community Garden. The plot fees have been lowered to \$95 annually.

The Commission discussed possible solutions for gardeners to have access to the gate on 21<sup>st</sup> Street. A survey must be conducted for the residents on 21<sup>st</sup> Street before any changes can be made.

It was moved by Commissioner Cunningham and seconded by Commissioner Dudley for the Parks and Recreation staff to survey the residents on 21<sup>st</sup> Street and the community gardeners on use of the gate on 21<sup>st</sup> Street and bring the results to the Commission. The following vote resulted:

AYES: Chair Brooks  
Vice Chair Dudley  
Commissioner Cunningham  
Commissioner Kiss-Lee  
Commissioner Lauer

NOES: None

ABSENT: None

ABSTAIN: None

### **(B) CPRS CONFERENCE UPDATE**

Staff and Commissioners provided an update on their attendance at the California Parks and Recreation Society Conference.

It was moved by Commissioner Dudley and seconded by Commissioner Cunningham to receive and file the report. The following vote resulted:

AYES: Chair Brooks  
Vice Chair Dudley  
Commissioner Cunningham  
Commissioner Kiss-Lee  
Commissioner Lauer

NOES: None

ABSENT: None

ABSTAIN: None

### **CONSENT CALENDAR**

Commissioner Cunningham pulled item B.

#### **(A) UPDATES ON CITY COUNCIL ACTIONS, PARK PROJECTS & PROGRAMS**

#### **(C) MINUTES**

It was moved by Commissioner Cunningham and seconded by Commissioner Kiss-Lee to approve items A and C. The following vote resulted:

AYES: Chair Brooks  
Vice Chair Dudley  
Commissioner Cunningham  
Commissioner Kiss-Lee  
Commissioner Lauer

NOES: None

ABSENT: None

ABSTAIN: None

#### **(B) REVIEW OF COMMISSION REVOLVING OBJECTIVES**

Commissioner Cunningham wanted to know the current situation of the kiosk board which was removed from the Panorama Promenade. Director Mancini informed the Commission it is currently being stored at the City Yard.

Commissioner Dudley asked what the Rivers and Mountains Conservancy funding opportunity. Director Mancini explained the funding is for phase 2 of the View Park; to include the Long Beach land adjacent to the View Park.

It was moved by Commissioner Cunningham and seconded by Commissioner Lauer to approve item B. The following vote resulted:

AYES: Chair Brooks  
Vice Chair Dudley  
Commissioner Cunningham

Commissioner Kiss-Lee  
Commissioner Lauer

NOES: None

ABSENT: None

ABSTAIN: None

### **COMMISSION NEW BUSINESS**

Commissioner Kiss-Lee suggested putting a small splash pad area to take up a portion of the grass area at Discovery Will Park. Director Mancini stated the suggestion could be included in the upcoming Needs Assessment.

Chair Brooks asked what happened to the parking signs at Discovery Well Park. Director Mancini informed the Commissioners that Public Works had painted in front of the stalls, "For Park Use Only".

Commissioner Cunningham asked if security cameras would be installed along the Panorama Promenade. Director Mancini will provide an update after speaking with Chief Langston.

### **ITEMS AGENDIZED FOR NEXT MEETING**

None

### **ADJOURNMENT**

It was moved by Commissioner Dudley and seconded by Commissioner Cunningham to adjourn to Regular Meeting on Wednesday, April 20, at 6:00 p.m., in the Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, CA 90755.

The following vote resulted:

AYES: Chair Brooks  
Vice Chair Dudley  
Commissioner Cunningham  
Commissioner Kiss-Lee  
Commissioner Lauer

NOES: None

ABSENT: None

ABSTAIN: None

The meeting was adjourned at 7:06 p.m.

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Carmen Brooks  
Chair

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Aly Mancini  
Commission Secretary