



## 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  
PARKS AND RECREATION COMMISSION MEETING  
September 18, 2024

The City of Signal Hill appreciates your attendance. Citizen interest provides the Commission with valuable information regarding issues of the community. Meetings are held on the 3rd Wednesday of every month.

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](http://www.cityofsignalhill.org).

**To participate:**

- In-person Participation: Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, California.
- 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 Director of Parks, Recreation and Library Services at [yaguilar@cityofsignalhill.org](mailto:yaguilar@cityofsignalhill.org) no later than 4:00 p.m. on Wednesday, September 18. Written comments will be provided electronically to the Parks & Recreation Commission and attached to the meeting minutes. Written comments will not be read into the record.

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 EDWARDS  
COMMISSIONER DUTCH HUGHES  
COMMISSIONER GIDWANI

COMMISSIONER KISS-LEE

**(3) PLEDGE OF ALLEGIANCE**

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

**(5) PRESENTATION(S)**

- a. CITY LIBRARIAN CHARLES HUGHES WILL GIVE A PRESENTATION ON THE 2024 SUMMER READING PROGRAM.
- b. RECREATION COORDINATOR AZUREE STRUIKSMA WILL PROVIDE A PRESENTATION OF THE 2024 SUMMER PROGRAMS FOR THE PARKS, RECREATION AND LIBRARY SERVICES DEPARTMENT.

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

- a. SELECTION OF COMMISSIONERS TO ATTEND THE 2025 CALIFORNIA PARKS & RECREATION SOCIETY ANNUAL CONFERENCE

Summary:

The Commission will select up to two commissioners to attend the 2025 California Parks & Recreation (CPRS) annual conference.

Strategic Plan Goal(s):

Goal No. 5 Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City Services.

Recommendation:

Select up to two commissioners to register and attend the 2025 CPRS conference.

- b. PET OF THE MONTH NOMINATIONS

Summary:

The Commission will consider submitted nominations and select a Pet of the Month for September 2024 (Attachment A).

Strategic Plan Goal(s):

Goal No. 5 Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Review nominations for September 2024 and select nominee(s) to recognize for Pet of the Month.

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

Summary:

The Director's Report provides an overview and various updates on activity and actions related to the Parks, Recreation and Library Services Department and provides the Parks and Recreation Commission with information about City Council direction; project status on park projects; and/or other programs and services.

Strategic Plan Goal(s):

Goal No. 4 Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

Goal No. 5 Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

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. FEE WAIVER REQUEST FOR LONG BEACH UNIFIED SCHOOL DISTRICT

Summary:

The Long Beach Unified School District (LBUSD) submitted a fee waiver request for the use of two picnic shelters and the Open Grass Area at Discovery Well Park on Tuesday, October 15, from 12:00 p.m. to 6:00 p.m.

Strategic Plan Goal(s):

Goal No. 5 High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Approve the LBUSD request for a waiver of fees to use two picnic shelters and the Open Grass Area at Discovery Well Park on Tuesday, October 15, from

12:00 p.m. to 6:00 p.m.

b. CIVIC CENTER MASTER PLAN ADOPTION UPDATE

Summary:

Last year, the City began working on the Civic Center Master Plan (CCMP). Since then, staff have actively worked with the City's consultant, John Kaliski Architects, Incorporated (JKA), to develop a comprehensive Master Plan that reflects input from the community outreach process, which included input from the community, key stakeholder groups, City committees and commissions, and direction from the City Council. On August 27, 2024, City Council approved and adopted the Civic Center Master Plan.

Strategic Plan Goal(s):

Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.

Goal No. 4 Infrastructure: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

Goal No. 5 High-Functioning Government: Strengthen internal communication, recruitment, retention systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Receive and file the final approved and adopted Civic Center Master Plan.

c. 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.

Strategic Plan Goal(s):

Goal No. 5 Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Update, receive, and file report.

d. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of August 21, 2024.

Strategic Plan Goal(s):

Goal No. 5 Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Approve the meeting minutes.

**(8) COMMISSION NEW BUSINESS**

COMMISSIONER DUTCH HUGHES  
COMMISSIONER GIDWANI  
COMMISSIONER KISS-LEE  
VICE CHAIR EDWARDS  
CHAIR ANHORN

**(9) ADJOURNMENT**

Tonight's meeting will be adjourned to the next regular meeting of the Parks & Recreation Commission to be held on October 16, 2024, at 6:00 p.m., in the Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, CA 90755.

**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.