



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
April 17, 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.

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 no later than 4:00 p.m. on Wednesday, April 17 and your comment will 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 KISS-LEE
VICE CHAIR ANHORN
COMMISSIONER DUTCH HUGHES
COMMISSIONER EDWARDS
COMMISSIONER GIDWANI

(3) **PLEDGE OF ALLEGIANCE**

(4) PUBLIC BUSINESS FROM THE FLOOR ON ITEMS NOT LISTED ON THIS AGENDA**(5) PRESENTATION(S)**

- a. THE PARKS, RECREATION AND LIBRARY SERVICES MANAGER WILL PROVIDE A PREVIEW OF THE CITY OF SIGNAL HILL CENTENNIAL CELEBRATION EVENT ON SATURDAY, APRIL 27, 2024.
- b. THE PARKS, RECREATION AND LIBRARY SERVICES DIRECTOR WILL INTRODUCE THE NEW RECREATION COORDINATOR, ERENDIRA HERNANDEZ.

(6) DISCUSSION ITEM(S)

- a. ANNUAL PARKS AND RECREATION COMMISSIONER PARK REPORTS

Summary:

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.

Recommendation:

Staff recommend that Parks and Recreation Commissioners report their observations and experiences with their assigned parks in accordance with the decision by the Commission in April 2024.

- b. PET OF THE MONTH NOMINATIONS

Summary:

The Commission will consider submitted nominations and select a Pet of the Month for April 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 April 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. 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 High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Update, receive, and file report.

b. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of March 20, 2024.

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 meeting minutes.

(8) COMMISSION NEW BUSINESS

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

(9) ADJOURNMENT

Tonight's meeting will be adjourned to the next regular meeting of the Parks & Recreation Commission to be held on May 15, 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.



CITY OF SIGNAL HILL
STAFF REPORT

2175 Cherry Avenue • Signal
Hill, California 90755-3799

4/17/2024

AGENDA ITEM

TO:

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

FROM:

**YVETTE E. AGUILAR
PARKS, RECREATION & LIBRARY SERVICES DIRECTOR**

SUBJECT:

PRESENTATION - CENTENNIAL CELEBRATION EVENT

Summary:

The Parks, Recreation and Library Services Manager will provide a preview of the City of Signal Hill Centennial Celebration Event on Saturday, April 27, 2024.



CITY OF SIGNAL HILL
STAFF REPORT

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4/17/2024

AGENDA ITEM

TO:

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

FROM:

**YVETTE E. AGUILAR
PARKS, RECREATION AND LIBRARY SERVICES DIRECTOR**

SUBJECT:

PRESENTATION - INTRODUCTION OF RECREATION COODINATOR

Summary:

The Parks, Recreation and Library Services Director will introduce the new Recreation Coordinator, Erendira Hernandez.



STAFF REPORT

4/17/2024

AGENDA ITEM

TO:

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

FROM:

**YVETTE E. AGUILAR
PARKS, RECREATION & LIBRARY SERVICES DIRECTOR**

SUBJECT:

ANNUAL PARKS AND RECREATION COMMISSIONER PARK REPORTS

Summary:

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.

Recommendation:

Staff recommend that Parks and Recreation Commissioners report their observations and experiences with their assigned parks in accordance with the decision by the Commission in April 2024.

Background:

The Parks and Recreation Master Plan Goal 1.2 (Planning) is to maintain and improve existing facilities, parks, trails, and open spaces. 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.

In accordance with this decision, reports will be given by each commissioner.

Analysis:

Each commissioner will provide feedback in the form of a presentation (visual presentation with photos) to document and share their experience with each assigned park and discuss consideration for prioritizing maintenance needs and improvements on an annual basis each April. Scheduling of presentations in April ensures that all feedback is issued prior to the expiration of terms, which occur

4/17/2024

in May every two years.

Assignments were issued and will be presented in the following order:

1. Sunset View Park and Hilltop Park - Commissioner Kiran Gidwani
2. Reservoir Park and Signal Hill Dog Park - Commissioner Linda Edwards
3. Raymond Arbor Park and Hillbrook Park - Commissioner Pam Dutch Hughes
4. Signal Hill Park, Heritage Point Park, and Calbrisas Park - Vice Chair Tim Anhorn
5. Discovery Well Park and Panorama Promenade - Chair Caroline Kiss-Lee

Approved:

Yvette E. Aguilar



CITY OF SIGNAL HILL
STAFF REPORT

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4/17/2024

AGENDA ITEM

TO:

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

FROM:

**YVETTE E. AGUILAR
PARKS, RECREATION AND LIBRARY SERVICES DIRECTOR**

BY:

**MELISSA MONTIEL
ADMINISTRATIVE ASSISTANT**

SUBJECT:

PET OF THE MONTH NOMINATIONS

Summary:

The Commission will consider submitted nominations and select a Pet of the Month for April 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 April 2024 and select nominee(s) to recognize for Pet of the Month.

Background & Analysis:

No new nominations were received for April 2024 and six nominations remain from previous submissions. A total of six nominations are eligible for the Parks and Recreation Commission to consider for the April 2024 Pet of the Month (Attachment B).

Approved:

Yvette E. Aguilar

4/17/2024

**Monthly Pet of the Month
Guidelines
PRC Approved 09/21/2022**

The Pet of the Month program is intended to promote community engagement and highlight Signal Hill pets in the community. Selected pet of the month is subjective, non-scientific or data driven, and at the sole discretion of the Parks and Recreation Commission.

Eligibility Criteria

- Self-Attest to Signal Hill Residency
 - Nominating Owner
 - Pet
- Pet must be licensed in the City of Signal Hill
- One nomination per household per month

Application Criteria (in addition to information from Eligibility Criteria)

- Name of Pet
- Animal Type
- Special Characteristics and Information about the Pet
- Activities Pet Likes
- Photo of Pet

Selection Process

- More than one selection for “Pet of the Month” may be made if approved by the commission.
- All nominations received will be presented to the Parks and Recreation Commission each month, based on the timeline, below.

Pet of the Month for	Nomination Window	Pet of the Month Selection	Recognition
January	December 1-31	January PRC Meeting	Mid-January through mid-February
February	January 1-31	February PRC Meeting	Mid-February through mid-March
March	February 1-28/29	March PRC Meeting	Mid-March through mid-April
April	March 1-31	April PRC Meeting	Mid-April through mid-May
May	April 1-30	May PRC Meeting	Mid-May through mid-June
June	May 1-31	June PRC Meeting	Mid-June through mid-July
July	June 1-30	July PRC Meeting	Mid-July through mid-August
August	July 1-31	August PRC Meeting	Mid-August through mid-September

September	August 1-31	September PRC Meeting	Mid-September through mid-October
October	September 1-30	October PRC Meeting	Mid-October through mid-November
November	October 1-31	November PRC Meeting	Mid-November through mid-December
December	November 1-30	December PRC Meeting	Mid-December through mid-January

- Selected Pet of the Month is recognized via:
 - City Website
 - Monthly E-Newsletter
 - City and Community Services Department Facebook pages
- Nominations that are not selected for “Pet of the Month” are eligible for future consideration
- Nominations will also be featured to help promote community engagement, but only pet(s) that are selected as Pet(s) of the Month will be featured as promoted as such.

Pet of the Month - April Nominees

Corre



Sierra



Roxana Belen Gonzales



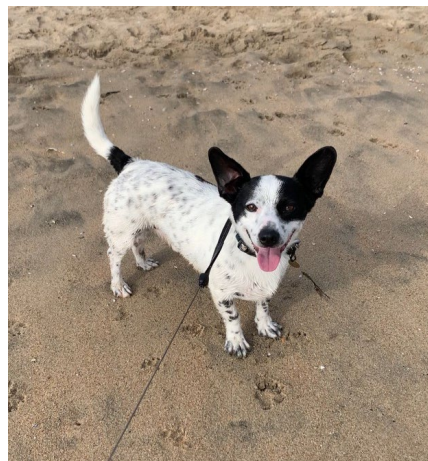
Canelo



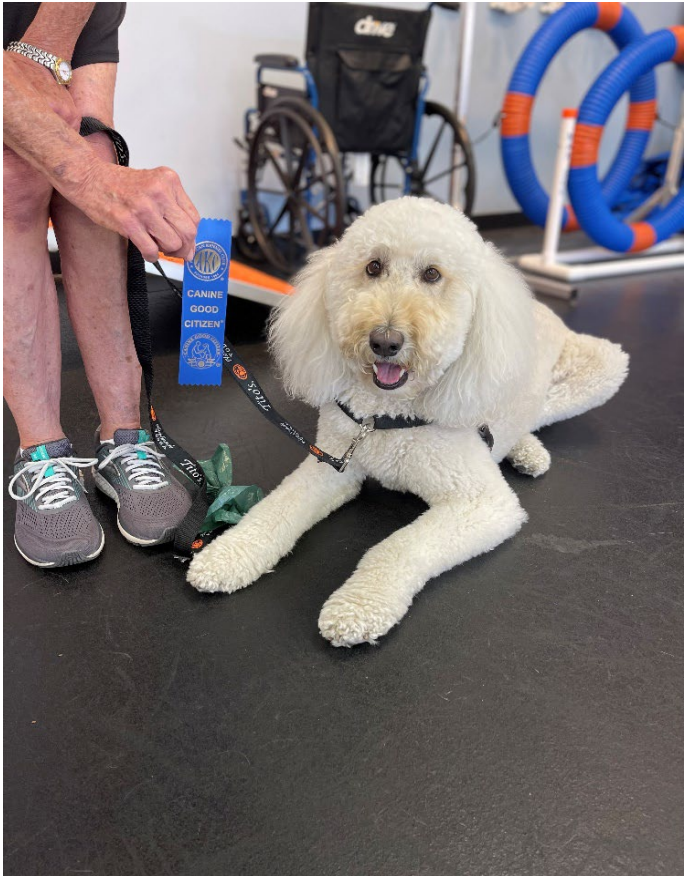
Griffey & Finley




Mr. Oreo




City of Signal Hill Pet of the Month April 2024

What is your Pet's name?	Corre
Does your pet have a nick name?	No
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Labradoodle
What makes your pet special?	Corre is amazingly smart, fast, and loyal !
How long have you had your pet? How did you acquire your pet?	Four years. She came to us from a rancher in Fallbrook where her family herds goats.
What activities does your pet like to do?	Corre & I attend classes at Zoom Room. We also take 2 walks every day: 2-3 miles each.
Does your pet have all required licenses?	Yes
	


City of Signal Hill Pet of the Month April 2024

What is your Pet's name?	Sierra
Does your pet have a nick name?	Sierra Mischief
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Calico cat
What makes your pet special?	She makes her family laugh a lot and always around for a cuddle.
How long have you had your pet? How did you acquire your pet?	2 years
What activities does your pet like to do?	She likes to go in her cat back and go for walks outside
Does your pet have all required licenses?	Yes
	


City of Signal Hill Pet of the Month April 2024

What is your Pet's name?	Roxana Belen Gonzales
Does your pet have a nick name?	RBG!
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Long haired, black and tan mini-dachshund
What makes your pet special?	Today is her 5th birthday! She thinks she is the neighborhood watch, is super affectionate, loves the local parks, dislikes squirrels and is an exuberant happy dog. She especially likes Hilltop park because she can roll on the hill and beg people for food. Today is her 5th birthday.
How long have you had your pet? How did you acquire your pet?	I "rescued" RBG from a lady who wasn't "bonding" with her almost five years ago when I found the announcement on "Next. Door." I wasn't looking for a pet, but I fell in love with her.
What activities does your pet like to do?	Roxana loves all activities--parks, the beach, lounging in the sun, chasing squirrels and riding in the car. She loved swim therapy last summer, plays with a lot of toys, but refuses to fetch balls.
Does your pet have all required licenses?	Yes
	

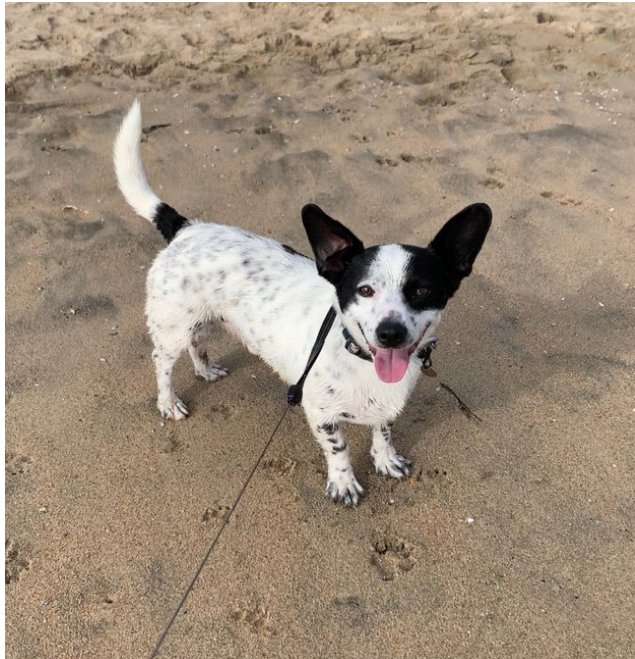
City of Signal Hill Pet of the Month April 2024

What is your Pet's name?	Canelo
Does your pet have a nick name?	Field not completed.
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Chihuahua Mix
What makes your pet special?	Very calm and loves kids
How long have you had your pet? How did you acquire your pet?	3 years, he was a stray dog and my husband and I took him in ever since.
What activities does your pet like to do?	Walking, fetch, bike rides,
Does your pet have all required licenses?	Yes
	

City of Signal Hill Pet of the Month April 2024

What is your Pet's name?	Griffey & Finley
Does your pet have a nick name?	No
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Dachshund
What makes your pet special?	They have amazing personalities that bring us joy every day and they turn everybody's head wherever we go.
How long have you had your pet? How did you acquire your pet?	We have had Griffey and Finley since June 2023, when my now fiancé brought them home and asked me to marry him by putting my engagement ring on Griffey's collar.
What activities does your pet like to do?	Sunning on the patio, exploring the neighborhood, tug of war, digging and cuddling with Mom.
Does your pet have all required licenses?	Yes
	

City of Signal Hill Pet of the Month April 2024

What is your Pet's name?	Mr. Oreo
Does your pet have a nick name?	lefty
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Dog - Jack Russell Mix
What makes your pet special?	We adopted Oreo a month ago. He came completely untrained and has fit into our lives like a glove. Me and my fiancé have lived in the community for just over a year now and since he has come into our lives we have never walked around the city as much as we do now we are averaging 2 walks a day. We are happier, healthier and he brings so much joy to us and everyone that he come across on his walks. For an untrained dog hes an angel & know he is a regular Signal Hill resident!! He loves it here.
How long have you had your pet? How did you acquire your pet?	1 month ago
What activities does your pet like to do?	Walks to hilltop park down to heritage point park and finishing at signal hill park
Does your pet have all required licenses?	Yes
	



STAFF REPORT

4/17/2024

AGENDA ITEM

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

FROM:
**YVETTE E. AGUILAR
PARKS, RECREATION AND LIBRARY SERVICES DIRECTOR**

SUBJECT:
**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.

Updates and Analysis:

CITY COUNCIL

At the March 12, 2024 City Council meeting:

- Chief Byerley introduced Brad Kenneally, Police Captain.
- Public Works Director Thomas Bekele introduced Celeste Godoy, Administrative Assistant,

and Favian Real, Water Maintenance Worker I.

- The Public Works Department presented a project status update for the FY 2023-2024 Sidewalk Repair Project.
- City Council authorized staff to submit the Signal Hill General Plan Annual Progress Report for calendar year 2023 to the Governor's Office of Planning and Research and to the State Department of Housing and Community Development.
- City Council authorized the City Manager to enter into a four-year contract services agreement with CSG Consultants, Incorporated, to provide on-call building safety plan check and professional staffing services.
- City Council approved the exemption to City Policy 4.15 prohibiting alcohol on City property and a waiver of fees for the use of the Signal Hill Public Library Community Room and Zinnia Courtyard.
- City Council authorized the City Manager to accept grant funding through the Emergency Management Performance Grant (EMPG) 22.
- City Council approved a resolution for the filing of an application for the Los Angeles County Measure A Grant for the Hillbrook Park Improvement Project.
- City Council authorized the City Manager to extend the proclamation of the existence of a local emergency in response to the February 2024 winter storms for 60 days.

At the March 26, 2024 City Council meeting:

- The City of Long Beach Animal Care Services (LBACS) Bureau introduced a pet available for adoption and provided an update on animal services programs and licenses.
- Chief Byerley introduced Susan Garcia, Police Records Clerk.
- Staff presented an overview of the City's efforts and results in delivering homeless outreach and prevention services over the last year.
- City Council authorized staff to issue a Request for Proposals (RFP) to solicit proposal from qualified consultant s to prepare an economic analysis and land use study for three proposed Opportunity Study Areas.

- City Council discussed City Council compensation and provided direction to staff to agendaize the item at the City Council meeting of April 9, 2024.
- City Council approved the continuance of the proclamation of the existence of a local emergency in response to the February 2024 winter storms.

CENTENNIAL PROGRAMS AND EVENTS

The City of Signal Hill is celebrating 100 years of incorporation in 2024. In January 2022, City Council appointed the Centennial Celebration Committee, comprised of two council members, and one representative from the Planning and Parks and Recreation Commissions. The committee has been meeting since early 2023 to plan, organize, and map out the festivities throughout the year.

The city's website has also been updated and populated with information related to the centennial. There's a landing page that is dedicated promoting the centennial year, and more information is updated on a regular basis, including a countdown to the City's signature event on Saturday, April 27, 2024. Additional events, programs, and activities will be included on the website as details are finalized throughout the year.

UPCOMING CENTENNIAL CELEBRATION PROGRAMS & EVENTS

Signal Hill Passport

Be a part of the City's history and learn about the rich offerings of our past. Visit one of the centennial activities or events (details listed on page #2 and #3) and get your passport stamped with Signal Hill's commemorative stamp. Fill in your passport book and redeem your prizes at the Signal Hill Public Library by December 18, 2024.

Tree Sponsorship Program

The City of Signal Hill is home to a beautiful park system with exquisite views. Part of that landscape includes trees that adorn our recreation and open spaces, trails, sidewalks, and medians.

Our Tree Sponsorship Program allows park supporters to have a tree planted in honor of a loved one. To sponsor a tree simply complete the application online and provide your preferred area for your sponsored tree to be planted.

The city will make every effort to place a tree in the requested zone. However, if staff are unable to accommodate specific zone request, contact will be made with the applicant to find an alternative zone.

Sponsorship donations are final and non-refundable. All sponsorship donations should be made payable to the City of Signal Hill, 2175 Cherry Avenue, Signal Hill CA 90755 with a note "Tree Sponsorship" in the memo line.

Time Capsule - Share Your Story

The City of Signal Hill is celebrating 100 years of incorporation in 2024 and you are an important part of the City's history. Share your story and tell us why Signal Hill is important to you, your favorite memory about the City, or an important occasion that took place in the City. Be a part of the City's

continued history as we capture your story and save it to install in the City's new time capsule at the end of the 2024 year. Please note, your name may be published, but your contact will only be used by City personnel to get in touch with you regarding your submittal if needed. Contact the Parks, Recreation and Library Services Department if you have any questions at 562-989-7330 or email us at 100years@cityofsignalhill.org <<mailto:100years@cityofsignalhill.org>> for more information.

Celebrating Centenarians

In honor of the City's milestone year, we want to recognize centenarians in our community! If you, or someone you know, is 100 years old or will turn 100 this year, let us know! We'll share their name, date of birth, and recognize them at a future City Council meeting.

Please complete the information online to be a part of the celebration. Note, information will be shared via public information channels such as the website, social media, and in a public meeting.

City Hall Open House

On February 27, we hosted the first Open House at the City Hall building and City Council Chambers. A total of 25 patrons attended the Open House and took a tour of the building. The afternoon included a Model T, displays of past City Council and City Hall building pictures, as well as light refreshments. The participants of the Afterschool Recreation Club (ARC) joined in the festivities to learn about the Model T car and the departments that are based at City Hall.

Youth Art & Community Photo Contest

The deadline for the Youth Art Contest was extended to Thursday, April 11 to allow for more entries. A total of 64 entries were submitted. The art and photos will be available for viewing during the April 27 Centennial Celebration Event.

Past Centennial Programs & Events	
Program	Number of Participants
City Hall Open House	25 Participants 65 Youth Afterschool Recreation Club Participants
March 28, 2024	Community Photo Contest Entries Closed
April 11, 2024	History on the Hill Talk – 1940s
	Youth Art Contest Entries Closed

Upcoming Centennial Programs & Events	
April 20, 2024	Mayor's Tree Planting at Reservoir Park
April 27, 2024	Centennial Celebration Event <ul style="list-style-type: none"> • Color Fun Run & Walk • Pancake Breakfast • Opening Ceremony/Time Capsule Revelation • Skate Demonstration • Live Entertainment and Music • Food, Games, and Crafts for the Family • Drone Show
May 4, 2024	Police Department Open House
May 9, 2024	History on the Hill Talk – 1950s
May 11, 2024	Paws on the Hill Event at Signal Hill Park
May 15, 2024	Jessie Nelson Gravesite Visit
June 13, 2024	History on the Hill Talk – 1960s
June 26, 2024	Open House – Public Works Yard and Touch-A-Truck Event
July 10, 2024	Summer Concert – Tribute to the 60s
July 11, 2024	History on the Hill Talk – 1970s
July 17, 2024	Summer Concert – Tribute to the 70s
July 24, 2024	Summer Concert – Tribute to the 80s
July 31, 2024	Summer Concert – Tribute to the 90s
August 6, 2024	National Night Out
August 8, 2024	History on the Hill Talk – 1980s
August 7, 2024	Summer Concert – Tribute to the 00s
August 10, 2024	Signal Hill Public Library 5 th Birthday
August 14, 2024	Summer Concert – Tribute to 10s
September 12, 2024	History on the Hill Talk– 1990s
September 14, 2024	Model T Hill Climb and Discovery Well Park Open House
September/October	Mayor's Clean-up
October 2, 2024	State of the City
October 10, 2024	History on the Hill Talk – 2000s
October 26, 2024	Halloween Carnival
November 14, 2024	History on the Hill Talk – 2010s
November 20, 2024	Tree Lighting and Centennial Time Capsule Installation
December 10, 2024	Mayor's Reception
December 12, 2024	History on the Hill Talk – Present Day
December 18, 2024	Santa's Workshop

PARK PROJECTS

Hillbrook Park

At the January 10, 2023 City Council Meeting the City Council approved entering into a Design Services Agreement with Architerra Design Group (ADG) for the Hillbrook Park renovation design services. The consultant and City staff held four community outreach and engagement meetings in

spring 2023.

Construction has begun and is projected to be completed by October 2024.

Civic Center Master Plan

City Council entered into an agreement with John Kaliski Architects, Incorporated (JKA), to develop, design, and recommend potential implementation alternatives for future enhancements of the Civic Center campus. Located at the center of the City, Signal Hill Park is already home to the City's major events including concerts, festivals, and social events, showcasing potential to be the destination for all things artistic and recreational in Signal Hill.

The consultant gathered community input through several engagement opportunities including in-person feedback at special events, multiple online surveys, workshops, and general at City Council, Commission, and Committee meetings.

Conceptual plans will be further developed and presented to the Parks and Recreation Commission and City Council in 2024.

RECREATION DIVISION

Program	Number of Participants
<u>Afterschool Recreation Club (ARC)</u> Participants engage in various Science, Technology, Electronics, Arts, and Math as well as sports activities each month. In March, the ARC participants created an Art Show where each student created art that represented the history of Signal Hill. The art was showcased on March 13 at the Signal Hill Public Library for parents to visit the Art Show.	
After-School Recreation Club Program	61 enrolled
Tween After-School Program	5 enrolled
<u>Co-Ed Youth Sports</u>	
Youth Sports Program- Indoor Soccer	92 enrolled

COMMUNITY SERVICES DIVISION

Program	Number of Participants
<u>Food Distribution Programs</u> The Department offers a Senior Food Distribution program for residents ages 55 and older and a Family Food Distribution program for families to receive a Mother's Nutritional Market debit card to purchase supplemental groceries each month.	
Senior Brown Bag Program	32
Family Food Distribution Program	16

Senior Social Club Programs

Program focused on providing engagement, enrichment, and socialization opportunities for adults ages 55 and older.

3/5/2024: History Talk	4
3/7/2024: California Native Plant Society	4
3/12/2024: Walking Club	5
3/19/2024: BINGO & Luncheon	50
3/26/2024: Excursion- Reagon Library	36

Community Garden at Signal Hill Park

The Department is responsible for 24 rentable plots in the Community Garden.

Garden Plots	23
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Spring Fest

The Department hosted the annual Spring Fest in the Signal Hill Public Library due to inclement weather. This year, 10 volunteers assisted with running games, egg hunt, craft, karaoke, and a photo with a spring bunny.

Saturday, March 30, 2024	350 attendance, 189 wristbands sold
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Facility Rentals – March	Resident	Non-Resident	Non-Profit	School	Total
Discovery Well Park Picnic Shelters	0	0	0	0	0
Reservoir Park Picnic Shelter	2	1	0	0	3
Signal Hill Park Picnic Shelters	2	0	0	0	2
Community Centers	0	0	0	0	0
Spud Field	0	0	0	0	0
Signal Hill Point Terrace	0	0	0	0	0
Library Community Room	0	0	2	0	2
Zinnia Courtyard Patio	0	0	0	0	0
Wedding Space	0	0	0	0	0
TOTAL					7

Rental Revenue	January – March 2024
Facility Rental Revenue	\$3,655
Total Facility Fees Waived	\$3,850

LIBRARY SERVICES DIVISION

Service	Number of Participants
Circulation: Total number of items checked out from the library that are in circulation.	
Circulation of Library Items	4,378
Library Visits	7,582
Library Website Visits	1,329
Library Wi-Fi Connections	2,133
Resident Library Card Registration	37
Non-Resident Library Card Registration	209
<i>Inter Library Loan (ILL) Enables patrons to obtain materials unavailable at the Signal Hill Public Library, and other libraries can also borrow Signal Hill's materials.</i>	
Inter Library Loan Service Borrowed	44
Inter Library Loan Service Loaned Out	24

Electronic Resources	Number of Participants
Freegal Music Subscription+	3 New Active Users, 63 songs streamed
Kanopy Movie Streaming Subscription	9 New Active Users, 1,152 minutes streamed
Beanstack Subscription	115 Children, 42 Adults

Service	Number of Participants
Study Room Use (Reservations)	200
Story Time	321 Children, 260 Adults
First Friday Book Club	8 Adults
Romance Comedy Book Club	10 Adults
Make It!: Mini Dried Flower Bouquet	7 Adults
Senior Dance for Health	51 Adults
BARK Read to Dogs	16 Children, 11 Adults
Jewel Box Children's Theater	9 Children, 7 Adults
Zumba at the Library	26 Adults
Daisy's STEAM Lab: Mini Parachutes	4 Children, 3 Adults
History on the Hill	34 Adults
Dino Digs	3 Adults, 5 Children
Women's History Month Film Series	26 Adults
Dr. Seuss Birthday Celebration	46 Children, 20 Adults
Colorful Kingdom Storytime	19 Children, 16 Adults
Beginner Cooking Workshop	22 Adults
Anne Frank VR	1 Child, 6 Adults
Reservoir Park Storytime	5 Children, 3 Adults
Let's Dance Swing	3 Adults

Ongoing Library Programs	
Mondays	Spanish Story Time
Tuesdays	After School Club
Wednesdays	Baby Story Time
Thursdays	Senior Dancing for Health
	Teen Social Club
	Third Thursday Romance Comedy Book Club
Fridays	Preschool Story Time
	First Friday Book Club
Saturdays	Khmer Story Time
	Third Saturday Fun Photography Club and Open Studio
	Third Saturday Jewel Box Children's Theater Company Workshop

UPCOMING PARKS, RECREATION, AND LIBRARY SERVICES DEPARTMENT PROGRAMS AND EVENTS

Upcoming Programs through April 2024	
April 18	Senior Social Walking Club @ Reservoir Park
April 18	Senior Dancing for Health
April 18	Rom-Com Book Club
April 19	Library Program: Model Car Craft
April 20	Mayor's Tree Planting -Reservoir Park
April 20	Signal Hill Public Library Mini Concert Series
April 23	Senior Social Club: Bonus Bingo
April 23	Library Program: Zumba at the Library
April 25	Senior Dancing for Health
April 27	Centennial Celebration Event <ul style="list-style-type: none"> • Color Fun Run & Walk • Pancake Breakfast • Opening Ceremony/Time Capsule Revelation • Skate Demonstration • Live Entertainment and Music • Food, Games, and Crafts for the Family • Drone Show
April 30	Senior Social Club: Embroidered Postcards
April 30	Library Program: Zumba at the Library

Upcoming Programs through May 2024	
May 3	Library Program: First Friday Book Club
May 4	Yoga at Reservoir Park
May 4	May the Fourth at the Library
May 7	Senior Social Club Walking Club @ Reservoir Park
May 8	Daisy's STEAM Lab
May 9	History on the Hill 1950s
May 9	Senior Dancing for Health
May 11	Yoga at Reservoir Park
May 11	Paws on the Hill at Signal Hill Park
May 11	Signal Hill Public Library Mini Concert Series
May 13	Library Program: Mindful Communication Family Workshop
May 14	Library Program: Zumba at the Library
May 15	Make It Program: Cherry Blossom Painting
May 20	Dino Dig Puzzles
May 25	Modern Apsara Company Dance Workshop
May 25	Signal Hill Public Library Mini Concert Series

Approved:

Yvette E. Aguilar



CITY OF SIGNAL HILL
STAFF REPORT

2175 Cherry Avenue • Signal
Hill, California 90755-3799

4/17/2024

AGENDA ITEM

TO:

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

FROM:

**YVETTE E. AGUILAR
PARKS, RECREATION AND LIBRARY SERVICES DIRECTOR**

SUBJECT:

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 High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Update, receive, and file report.

Background and Analysis:

As requested by the Commission, attached is a list of items that were brought up during past meetings and subsequently given to staff for follow-up. Attachment A is the most recent list with a status report following each item. This will provide an ongoing status update for Commissioners regarding requests they have made.

Approved:

Yvette E. Aguilar

City of Signal Hill
Parks and Recreation Commission
Revolving Goals
Updated April 10, 2024

Goal	Status	Timeline (if applicable)	Strategic Plan Goal(s)
Planning			
Provide input on the acquisition of outdoor art for the SH Public Library. <i>(Previous Revolving Objective)</i>	Completed	October 2023	Goal No. 4 Infrastructure Goal No. 5 High-Functioning Government:
Provide feedback on the use of the newly constructed Heritage Point Park, and other parks in Signal Hill. <i>(P&RMP Goal 1.2: Maintain and improve existing facilities, parks, trails, and open spaces.)</i>	Completed	April 2023	Goal No. 4 Infrastructure Goal No. 5 High-Functioning Government
Policy			
Provide feedback on the update of a Film Permitting process. <i>(PIP, 2C: Policy)</i>	Completed	February 2023	Goal No. 1 Financial Stability Goal No. 5 High-Functioning Government
Provide input on the process for community services to receive feedback and document community requests for new amenities/changes to current parks and recreation facilities. <i>(PIP, 2B: Policy)</i>	Pending	TBD	Goal No. 4 Infrastructure Goal No. 5 High-Functioning Government
Provide input on the drafting of a naming rights policy for future parks and facilities. <i>(PIP, 2E: Policy)</i>	Pending	TBD	Goal No. 4 Infrastructure Goal No. 5 High-Functioning Government
Provide feedback on Animal Control Services Contract, for future City Council consideration.	Pending	TBD	Goal No. 1 Financial Stability Goal No. 5 High-Functioning Government
Provide input on the policy for Private Instruction on parks and fields. <i>(PIP, 2C: Policy)</i>	Pending	TBD	Goal No. 2 Community Safety Goal No. 5 High-Functioning Government
Provide input and feedback/recommendations on the Indoor and Outdoor Rental Policies. <i>(PIP, 2A: Policy)</i>	Pending	TBD	Goal No. 5 High-Functioning Government
Programs			
Provide direction on the Pet of the Month guidelines.	Completed	September 2022	Goal No. 5 High-Functioning Government
Capital Projects			

Provide input on the redesign/renovation of the outdoor amphitheater. <i>(PIP, 1D:Capital Improvement Priorities)</i>	Completed	October 2023	Goal No. 4 Infrastructure Goal No. 5 High-Functioning Government
Provide feedback on the development of new park/open space on SW corner of Gundry Ave. & E. Willow St. as the project progresses. <i>(P&RMP, Goal 1.4: Explore additional land acquisition for new parks)</i>	Pending	TBD	Goal No. 4 Infrastructure Goal No. 5 High-Functioning Government
Provide feedback on the redesign of Hillbrook Park Redesign Improvement Project.	Completed	May 2023	Goal No. 4 Infrastructure Goal No. 5 High-Functioning Government

2023-2028 Strategic Plan Goals

- Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.
- Goal No. 2 Community Safety: Maintain community safety by supporting public safety services and increasing emergency preparedness.
- Goal No. 3 Economic Development: Improve the local economy, support local businesses, and create a vibrant downtown core.
- 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.



CITY OF SIGNAL HILL
STAFF REPORT

2175 Cherry Avenue • Signal
Hill, California 90755-3799

4/17/2024

AGENDA ITEM

TO:

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

FROM:

**YVETTE E. AGUILAR
PARKS, RECREATION AND LIBRARY SERVICES DIRECTOR**

SUBJECT:

APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of March 20, 2024.

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 meeting minutes.



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

MINUTES OF A REGULAR MEETING
SIGNAL HILL PARKS AND RECREATION COMMISSION
March 20, 2024

(1) **CALL TO ORDER – 6:00 P.M.**

(2) **ROLL CALL**

PRESENT: CHAIR CAROLINE KISS-LEE
VICE CHAIR TIM ANHORN
COMMISSIONER PAM DUTCH HUGHES
COMMISSIONER LINDA EDWARDS

ABSENT: NONE

LATE ARRIVAL: COMMISSIONER KIRAN GIDWANI

Commissioner Gidwana arrived at 6:03

(3) **PLEDGE OF ALLEGIANCE**

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

(5) **PRESENTATION(S)**

- a. ON FEBRUARY 4, 2024, GOVERNOR GAVIN NEWSOM PROCLAIMED A STATE OF EMERGENCY FOR EIGHT COUNTIES IN SOUTHERN CALIFORNIA, INCLUDING LOS ANGELES COUNTY, AS A SERIES OF WINTER STORMS BEGAN IMPACTING MUCH OF THE STATE WITH HIGH WINDS, DAMAGING RAIN, AND HEAVY SNOWFALL. AS OF FEBRUARY 6, 2024, THE CITY OF SIGNAL HILL EXPERIENCED SIGNIFICANT DAMAGE TO THE PANORAMA PROMENADE RESULTING FROM THE WINTER STORMS ASSOCIATED WITH THE EMERGENCY.

THE PUBLIC WORKS DIRECTOR WILL PROVIDE AN UPDATE ON THE STATUS OF THE PANORAMA PROMENADE TRAIL.

Commissioner Gidwani arrived at 6:03 p.m.

- b. RECREATION COORDINATOR AZUREE STRUIKSMA WILL PROVIDE A PRESENTATION OF THE 2023/2024 WINTER PROGRAMS AND EVENTS ORGANIZED BY THE PARKS, RECREATION AND LIBRARY SERVICES DEPARTMENT.
- c. THE ANNUAL CALIFORNIA PARK & RECREATION SOCIETY (CPRS) CONFERENCE TOOK PLACE TUESDAY, FEBRUARY 27 THROUGH FRIDAY, MARCH 1, 2024 IN PALM SPRINGS, CALIFORNIA. CHAIR KISS LEE AND COMMISSIONER DUTCH HUGHES WILL SHARE THEIR EXPERIENCE ATTENDING THE CONFERENCE.

(6) DISCUSSION ITEM(S)

- a. PET OF THE MONTH NOMINATIONS

It was moved by VICE CHAIR ANHORN and seconded by COMMISSIONER DUTCH HUGHES, to vote Hana, Taro and Finn as the March Pet of the Month.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

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

It was moved by VICE CHAIR ANHORN and seconded by COMMISSIONER DUTCH HUGHES, to received and file.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

(7) **CONSENT CALENDAR**

- a. REVIEW OF COMMISSION REVOLVING OBJECTIVES
- b. APPROVAL OF MEETING MINUTES

It was moved by VICE CHAIR ANHORN and seconded by COMMISSIONER DUTCH HUGHES, to approve the Consent Calendar.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

(8) **COMMISSION NEW BUSINESS**

Commissioner Dutch Hughes reminded the Commission the City will be holding the Centennial Celebration on Saturday, April 27 and reminded them to encourage people to sign up for the Color Fun Run & Walk.

Director Aguilar announced to the Commission the Mayor's Tree Planting event will take place Saturday, April 20 at 9:00 a.m. at Reservoir Park.

(9) **ADJOURNMENT**

It was moved by VICE CHAIR ANHORN and seconded by COMMISSIONER GIDWANI to adjourn tonight's meeting to the next regular meeting of the Signal Hill Parks and Recreation Commission to be held on Wednesday, April 17, 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 KISS-LEE
VICE CHAIR ANHORN
COMMISSIONER DUTCH HUGHES
COMMISSIONER GIDWANI
COMMISSIONER EDWARDS

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

CHAIR KISS-LEE adjourned the meeting at 6:55 p.m.

CAROLINE KISS-LEE
CHAIR

Attest:

YVETTE E. AGUILAR
COMMISSION SECRETARY