



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
June 17, 2026

The City of Signal Hill appreciates your attendance. Public 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, June 17, 2026. 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 EDWARDS
VICE CHAIR KISS-LEE
COMMISSIONER ANHORN
COMMISSIONER DUTCH HUGHES

COMMISSIONER GIDWANI

(3) **PLEDGE OF ALLEGIANCE**

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

(5) **PRESENTATION(S)**

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

a. COMMISSION REORGANIZATION

Summary:

Each year in June, the Commission conducts the annual reorganization of the Chair and Vice Chair positions. To continue with this annual reorganization, the Commission Secretary will solicit nominations for Chair, and once seated, the Chair will call for nominations for Vice Chair, each position serving the 2026-2027 term of office.

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:

Proceed with the reorganization for the Chair and Vice Chair positions according to the specifications and guidelines (Attachment A).

b. ASSIGNMENT OF PROGRAMS & EVENTS

Summary:

In July 2024, the Parks and Recreation Commission approved the current Revolving Objectives. Historically and in alignment with the Parks and Recreation Master Plan Goal 1.2 to maintain and improve existing facilities, parks, trails, and open spaces, the Commission has assigned parks to each commissioner to provide input and recommendations to further improve park spaces. In April 2026, the Commissioners provided reports and comprehensive input that was captured by City staff. Further, in May 2026, City staff presented an item to the Commission to obtain further input and recommendations for the conceptual design of upcoming capital improvement projects at Reservoir Park and Raymond Arbor Park.

For the period June 2026-April 2027, based on the Parks and Recreation Master Plan section 2.1, Commissioners will be assigned to monitor the participation and usage of the programs, facilities and services, and provide recommendations based on their observations and experience attending their assigned program areas.

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:

Assign and approve program areas for each commissioner for the period June 2026-May 2027.

c. PET OF THE MONTH NOMINATIONS

Summary:

The Commission will consider submitted nominations and select a Pet of the Month for June 2026 (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 the nomination for June 2026 and select nominee(s) to be recognized for Pet of the Month.

d. DIRECTOR’S REPORT - UPDATES ON CITY COUNCIL ACTIONS, PARK PROJECTS, AND PROGRAMS

Summary:

The Director’s Report provides updates on activities and actions related to the Parks, Recreation and Library Services Department and provides the Parks and Recreation Commission with information about City Council direction; status on park projects; and 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. UPDATES TO THE PARKS, RECREATION & LIBRARY SERVICES OPERATIONS STANDARD MANAGEMENT POLICIES 4.9 (FACILITY USE PERMITS), 4.9A (FACILITY USE PERMITS - INDOOR), 4.9B (FACILITY USE PERMITS - OUTDOOR), 4.16 (REQUEST FOR MODIFIED FEE OR FEE WAIVER REQUEST FOR USE OF FACILITIES).

Summary:

To set forth in writing the updated Parks, Recreation and Library Services Department operations standard management policies 4.9, 4.9A, 4.9B and 4.16 to reflect accurate and up to date departmental information and procedures related to the Facility Use Permits (4.9), Facility Use Permits - Indoors (4.9A), Facility Use Permits - Outdoors (4.9B) as well as Request for Modified Fees or Fee Waiver Request for Use of City Facilities (4.16).

It has been more than a decade since these specific policies were edited, and thus various edits have been made to each of these to bring the language, procedures, as well as staffing pattern and responsibilities current. One correction that has been made across each of these policies is updating the department name from "Community Services" to "Parks, Recreation and Library Services."

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:

Receive and file.

- b. 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.

c. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of May 20, 2026.

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

(9) ADJOURNMENT

Tonight’s meeting will be adjourned to the next regular meeting of the Parks & Recreation Commission to be held on July 15, 2026, at 6:00 p.m., in the Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, CA 90755.

PUBLIC 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.