



## 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  
February 18, 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](http://www.cityofsignalhill.org).

### To participate:

- In-person Participation: Signal Hill Public Library Learning Center, 1800 E. Hill Street, 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, February 18, 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)**

- a. STAFF WILL PROVIDE A PRESENTATION ON THE UPCOMING ACTIVITIES FOR THE SIGNAL HILL PUBLIC LIBRARY’S 100TH ANNIVERSARY CELEBRATION WEEK.

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

- a. PROPOSED UPDATES TO THE PARKS, RECREATION & LIBRARY SERVICES OPERATIONS STANDARD MANAGEMENT POLICY 4.16 (WAIVER OF FEES FOR CITY FACILITIES)

Summary:

The Parks, Recreation, and Library Services staff routinely review existing department policies and propose changes to update current practices and regulations, remove obsolete or redundant regulations, and generally integrate best practices. Staff, in collaboration with the City Attorney’s office, have prepared proposed updates to the Parks, Recreation and Library Services Department operation standard management policy 4.16 - Waiver for Fees for City Facilities. Staff request that the Commission provide feedback to staff regarding proposed updates to clarifying language, criteria, definitions, and categorization. The proposed policy amendments outline updated criteria required for an organization to submit a fee waiver; the basic procedures to submit a fee waiver; and includes language to address organizations that have special agreements or terms for fee waiver requests that predate current management.

Strategic Plan Goal(s):

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

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

Recommendation:

Staff request the Parks and Recreation Commission provide feedback to staff on the following items:

- 1. Organization categories and definitions.
- 2. Criteria of organization’s eligibility criteria for a fee waiver.

- 3. Types of fees applicable for a waiver.
- 4. Proposed consideration of fee reductions.

b. PET OF THE MONTH NOMINATIONS

Summary:

The Commission will consider submitted nominations and select a Pet of the Month for February 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 February 2026 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 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. 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.

- b. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of January 21, 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 March 18, 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 72 hours in advance of this meeting.



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

STAFF REPORT

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2/18/2026

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**AGENDA ITEM**

**TO:**

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

**FROM:**

**YVETTE E. AGUILAR  
DEPUTY CITY MANAGER/PARKS, RECREATION AND LIBRARY SERVICES  
DIRECTOR**

**SUBJECT:**

**LIBRARY 100<sup>TH</sup> ANNIVERSARY CELEBRATION WEEK PRESENTATION**

**Summary:**

Staff will provide a presentation on the upcoming activities for the Signal Hill Public Library's 100<sup>th</sup> Anniversary Celebration week.



STAFF REPORT

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2/18/2026

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**AGENDA ITEM**

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

**FROM: YVETTE E. AGUILAR  
DEPUTY CITY MANAGER/PARKS, RECREATION AND LIBRARY SERVICES  
DIRECTOR**

**BY: ALYSSA CHRISTENSON  
MANAGEMENT ASSISTANT**

**SUBJECT: PROPOSED UPDATES TO THE PARKS, RECREATION & LIBRARY SERVICES  
OPERATIONS STANDARD MANAGEMENT POLICY 4.16 (WAIVER OF FEES FOR  
CITY FACILITIES)**

Summary:

The Parks, Recreation, and Library Services staff routinely review existing department policies and propose changes to update current practices and regulations, remove obsolete or redundant regulations, and generally integrate best practices. Staff, in collaboration with the City Attorney's office, have prepared proposed updates to the Parks, Recreation and Library Services Department operation standard management policy 4.16 - Waiver for Fees for City Facilities. Staff request that the Commission provide feedback to staff regarding proposed updates to clarifying language, criteria, definitions, and categorization. The proposed policy amendments outline updated criteria required for an organization to submit a fee waiver; the basic procedures to submit a fee waiver; and includes language to address organizations that have special agreements or terms for fee waiver requests that predate current management.

Strategic Plan Goal(s):

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

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

Recommendation:

Staff request the Parks and Recreation Commission provide feedback to staff on the following items:

1. Organization categories and definitions.
2. Criteria of organization's eligibility criteria for a fee waiver.
3. Types of fees applicable for a waiver.
4. Proposed consideration of fee reductions.

Background:

The Parks, Recreation and Library Services Department has an existing set of policies (Policies) and procedures that provide a systematic approach to conduct department business. Staff are in process of reviewing and updating the Department's standard management policies, including policies specifically related to Facility Use Permits and Rentals. In addition, upon historical review of fee waivers and the annual revenue generated by facility reservation fees, the fees waived totaled approximately 50% of the total facility reservation revenue. There was a specific interest by the Commission to review Policy 4.16 which outlines the policies and procedures for Waiver of Fees for City Facilities.

The Waiver of Fees for City Facilities Policy 4.16 was last reviewed in 2017. After program and service modifications resulting from the COVID-19 pandemic, staff recognized a need to collaborate with outside organizations to continue to provide for evolving community needs. Due to new types of partnerships and collaborations, staff reviewed the policy and identified the need to better define the types of organizations seeking fee waivers and provide a clear process that benefits the City of Signal Hill and organizations seeking fee waivers or reductions. Additionally, with the construction of the new Signal Hill Amphitheater and the acquisition of property located on 21<sup>st</sup> Street and Cherry Avenue, the new public amenities may also be considered for a fee waiver.

There are two special agreements listed in the 2017 iteration of the policy that may need to be updated depending on their current relevance. One special agreement identified is the waiving of rental fees for Signal Hill Homeowners Associations (HOA) to hold meetings at a City facility. This stipulation is based on a City Council minute action from July 8, 2003 that approved each Signal Hill HOA to hold two meetings per year at no cost to the association. Another special agreement listed in the current policy is the waiving of rental fees for the Signal Hill Lions Club. However, the Signal Hill Lions Club has not been active for the last ten years or more.

Analysis:

The Parks and Recreation Commission requested that staff review policy 4.16 - Waiver for Fees for City Facilities to better reflect the types of organizations seeking fee waivers (Attachment A). Various sections of the policy no longer accurately reflect current community partnerships. For example, many organizations that requested fee waivers in the last few years did not meet the eligibility criteria listed in the policy. However, these organizations provided regular community benefits to Signal Hill residents. Because these organizations add value to the Signal Hill community, staff recommend continuing to maintain partnerships with community organizations that have consistently provided programs to the Signal Hill community.

Moreover, the current policy does not include sufficient information on organization categories and

criteria and there is not a clear process for applicants to submit a facility fee waiver request.

Between 2022-2025 the following groups requested fee waivers:

Signal Hill Community Foundation
Friends of the Signal Hill Library
Signal Hill Historical Society
Long Beach Mineral & Gem Society
Springs of Hope Grief Center
Signal Hill Chamber of Commerce
Assemblymember Josh Lowenthal's Office
Alvarado Elementary School
Long Beach Unified School District Cross Country
Long Beach Non-Profit - Sustainable Health

Between 2022-2025, the following Homeowners Associations utilized City facilities for their meetings:

Bixby Ridge Homeowners Association
Raymond Heights Homeowners Association
Promontory West Bluff Homeowners Association

Per the current policy, applicants must meet all the criteria listed below to be eligible for consideration. Only four of the 13 organizations met all criteria to be considered for a facility fee waiver under the policy requirements. Fee waiver exceptions were made for many of the organizations because of the community benefits their partnership was deemed to provide by the Parks and Recreation Commission or City Council, based on the fee waiver request. Applicants must meet all the following criteria to be eligible for a fee waiver:

1. The applicant must be a Signal Hill Resident;
2. The individual or organization must have nonprofit status with the Internal Revenue Service;
3. The organization's primary focus must be on serving the residents of Signal Hill; and,
4. The organization's voting board must be comprised of at least 51% Signal Hill Residents.

Each fee waiver request has been specific and unique, which required additional personnel in the department to review the submitted requests for consideration. Updating the policy to include clarifying language and making modifications to eligibility requirements that more closely align with new and emerging community groups demographics, while recognizing the diverse benefits these groups provide to Signal Hill's diverse community, would help to create a clearer, more streamlined, and efficient review process.

Creating a more relevant and comprehensive policy would provide a clear path forward for both applicants and staff. In addition, a more defined framework with a broader range of organization categories and criteria would create an opportunity for broader, more diverse service offerings and

better accommodate community groups that have historically applied as well as new organizations seeking to apply for fee waivers in the future.

Staff reviewed the financial impact of facility and staffing fees that have been waived between 2022 and 2025, listed in the chart below. Facility use and reservations were limited several years before 2022 due to the COVID-19 pandemic; thus, the data used for this report took place between 2022 and 2025. Facility fee waivers that requested consideration for staff fee waivers were presented to and approved by City Council.

	2022	2023	2024	2025
<b>Facility Fees Waived</b>	\$14,030	\$29,177.50	\$17,443.50	\$19,573.25
<b>Staff Fees Waived</b>	\$480	\$3,230	\$580	\$1,558
<b>Total Fees Waived</b>	\$14,510	\$32,407.50	\$18,023.50	\$21,131.25
<b>Total Fees Waived between 2022-2025</b>	<b>\$86,072.25</b>			

Implementing a fee waiver or fee reduction policy requires adherence to state and federal law. Specifically, the City must be aware and ensure the following legal issues are accounted for and complied with:

1. **Cross-subsidy:** The lost revenue from the fee waiver/reduction must be funded with non-fee payer revenue (i.e., unrestricted funds such as the City’s general fund). The City is prohibited from creating a cross-subsidy whereby some applicants pay more than their proportionate cost of the requested service to offset the lost revenue from the waived/reduced fees of other applicants.
2. **Gift of Public Funds Doctrine:** Any time a public agency provides a waiver/reduction in its established fees, there is a risk of violating the gift of public funds doctrine. In short, public agencies are prohibited from providing public funds to private individuals. An exception to this prohibition is if doing so provides a public purpose. Therefore, the City needs to be able to articulate the public purpose behind its fee waiver/reduction policy.
3. **Equal Protection:** The policy must ensure fee waivers/reductions are applied equally and consistently across all applicants. This means all similarly situated applicants receive the same consideration for their application to waive/reduce fees. This may come into play particularly when deciding whether to fully waive versus only reduce fees for certain applicants.

Staff conducted extensive research and consulted with the City Attorney’s office to ensure the proposed updates and considerations for the City’s fee waiver policy do not violate these legal principles. Staff reviewed neighboring cities’ facility fee waiver policies including Lakewood, Hawaiian Gardens, Torrance, Paramount, Compton, Norwalk, Downey, Lynwood, Los Alamitos, Cerritos, Artesia and Bellflower. To gain a broader pool of data, staff then expanded research to additional cities throughout California.

While some cities had no written policies or specific procedures relating to facility fee waivers, other cities did have robust written policies and outlined procedures. In addition to fee waivers, some cities have the option of reduced rates in place of fee waivers. After gathering wide-ranging information on facility fee waivers and reduced fee rates, staff performed a comparative analysis while focusing on:

**1. Criteria for Fee Waivers**

- a. Eligible Fee Waivers or Reductions
- b. Not Eligible for Fee Waivers or Reductions

**2. Organization Categories and Organization Definitions**

**3. Type of Fees**

- a. Fees Eligible for Waiver
- b. Fees Eligible for Reduction
- c. Fees Not Eligible for Waiver or Reduction

**4. Consideration of Fee Reductions**

*Criteria for Fee Waivers*

Many cities identify a set of qualifying criteria and non-qualifying criteria for fee waivers and/or reductions. This criteria is listed under the following sections.

Criteria Eligible for Fee Waivers or Fee Reduction:

- The group is considered in good standing with the City.
- The event or program is consistent with the Department's mission, values and objectives.
- There are no detrimental impacts on the existing facilities or department activities.
- There is a benefit to the Signal Hill residents.
- Program or event is non-discriminatory and non-political nature.
- Primary mission of organization is philanthropic and/or service-driven for the benefit of the community.
- Event or program is open to the public at no charge.

Criteria Not Eligible for Fee Waivers or Fee Reductions:

- Political activities and supporting or endorsing any candidate for office, ballot measure, or other political measure.
- Commercial events.
- Corporate events.
- Private family or social gatherings.
- Trainings that charge for participation.
- Events that provide no community benefit.
- Projects or organizations that have failed to fulfill their obligations during previous events or activities for which facility permit fees were waived or reduced.
- Profit will be made from the event by the permitting organization or by any other private individual or business.

- Commercial or for-profit individual, group or organization.
- Event, program or activity that, as determined by the City, substantially strains available City resources, such as but not limited to: staffing, materials, equipment, and services.
- Program, event, or meeting that references drug-use, drug paraphernalia, gambling, sex, adult oriented business, explicit language, or material.

### *Organization Categories and Organization Definitions*

After reviewing general organization categories from 12 different cities, staff identified the following list of organization categories and definitions that could be relevant to Signal Hill and local community groups.

- Official City Partner/City Affiliated Organization
  - An official affiliate is an organization or individual that has a formal agreement or MOU with the City.
- Intergovernmental Groups/Government Agencies
  - Applicants are governmental entities (city, county, state, federal or special district); and,
  - The use of the facility is related to the performance of the agency's governmental duties; and,
  - The program or event provides a benefit to Signal Hill residents.
- Resident Non-Profit
  - Organization resides within City or at least 51% of the organization's voting board is made up of city residents; and,
  - Demonstrate official documentation or Non-Profit Status.
- Non-Resident, Non-Profit
  - Organization resides outside of City; and,
  - Demonstrate official documentation or Non-Profit Status; and,
  - Program or event is open to the entire public at no charge; and,
  - Program or event provides a valuable benefit to Signal Hill residents.
- Schools and School Groups
  - Public Long Beach Unified Schools, private schools in the City of Signal Hill or Long Beach or home schools in the City of Signal Hill serving students K-12; and,
  - Any school-based clubs, boosters, social or sports groups that support students that live in Signal Hill; and,
  - School Groups must provide a letter from their school identifying the group as an official group, as well as insurance coverage from the school
- Civic Organizations/Groups
  - A group or organization that seeks to improve the community and promote social welfare; and,
  - Verification of status as a mission-based organization

Possible examples of civic organizations/groups are:

- Local Community Service Clubs
  - Social Service Groups
  - Membership/Recreation Groups
  - Community Group without official Non-Profit Status
- Homeowners Association/Neighborhood Associations
    - Entity resides within the City or is comprised of at least 51% of city residents; and,
    - Verification of status as an official neighborhood or homeowner association

### *Types of Fees*

Based on the types of fees that different cities choose to waive when it comes to the rental of city facilities, staff recommend the following:

- Eligible Fees for Waiver or Reduction
  - Facility Use/Reservation Fees
  - Staffing Fees (Per City Council Approval)
  - Jumpers and Bouncer Permit
- Fees Not Eligible for Waiver or Reduction
  - Application Fees
  - Refundable Damage Deposit
  - Light Usage Fees
  - Cleaning Fee
  - Change Fees
  - Security Costs
  - Maintenance Costs
  - Liquor License
  - Food/Health Permits
  - Business License Fees
  - Insurance/Indemnification Fees

Staff are seeking feedback from the Commission on the items listed below.

1. Organization categories and how organizations are defined.
2. Organization's eligibility criteria for a fee waiver.
3. Types of fees applicable for a waiver.
4. Whether or not fee reductions should be considered.

Staff will revise the policy to include feedback from the Commission, present the final draft to the City Council for final review and approval, and will include necessary fee updates as part of the Citywide Fee Schedule update.

Approved:

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2/18/2026

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Yvette E. Aguilar  
Deputy City Manager/Parks, Recreation, And Library Services Director

Attachments:

- A. Policy 4.16 Waiver for Fees for City Facilities

**City of Signal Hill Policy**

Waiver of Fee's for City Facilities  
4.16

**DATE:** June 21, 2017

**REVISION NO.:** 002

**APPROVED:** \_\_\_\_\_

**DEPARTMENT:**  
Community Services

**I. PURPOSE**

To set forth in writing the City's position in regards to the waiver of fees for the Community Center, Spud Field, Signal Hill Park Amphitheater, Basketball Courts, Library Meeting Room, Picnic Shelters, and Hilltop Grass Area.

**II. GENERAL POLICY**

A. Fees for the use of city facilities are established annually by ordinance of the City Council. The Community Services Director has been given the authority to waive or reduce deposits, but cannot waive facility fees or staff fees. Waiver of these fees can only be done by the Parks and Recreation Commission and the City Council respectively.

In order to request a waiver the applicant must:

1. Submit an application for Use of City Facilities and attach a letter for waiver of fees.
2. Prove that the general requirements stated in this policy have been met.

To be considered for a waiver the Applicant must meet all of the following criteria:

- a. The Applicant Must Be a Signal Hill Resident. Proof of residency must be furnished to City staff.
- b. The individual or Organization Must Have Nonprofit Status with the Internal Revenue Service. Proof of nonprofit status by the I.R.S. must be furnished to City staff.
- c. The organization's primary focus must be on serving the residents of Signal Hill. Proof of such service by way of programs, services or activities offered to the community must be provided.
- d. The organization's voting board must be comprised of at least 51% Signal Hill residents.

It is advisable that the applicant appears at the meeting when the waiver is requested to respond to any questions of the City Council or Parks and Recreation Commission.

- B. Non-profits not based in Signal Hill will be prohibited from conducting any fundraising activities in any City Park or facility including raffles.
- C. Musical events will be prohibited after dusk and will also be prohibited during the months of June, July and August.
- D. Events numbering more than 25 people will be prohibited at Hilltop Park, with the exception of the wedding space, which will permit up to 75 people for up to 3 hours.
- E. Any events which may significantly impact noise, traffic or public use of the park, deemed so by the Director of Community Services, must be approved by the City Council at least sixty days prior to the event.

### **III. FACILITY FEE WAIVER**

- 1. The City Council has given the Parks and Recreation Commission authority to waive facility fees. In order to request a waiver, the applicant must:
  - A. Submit an application for Use of City Facilities.
  - B. Attach a letter for waiver of fees.
  - C. Prove that the general use requirements stated in this policy have been met.
- 2. Request must be received a minimum of one week prior to the next scheduled Parks and Recreation Commission meeting.

### **IV. STAFF FEE WAIVER**

- 1. In the event staff is required to supervise the City facility, City Council shall review the application for waiver of staff fees and shall make the final determination on the waiver of fees.
- 2. Request must be received a minimum of one week prior to the next scheduled City Council Meeting.

### **V. DEPOSITS**

No deposit shall be waived for any individual or organization without written documentation from the Director of Community Services.

## VI. GENERAL USE REQUIREMENTS

- A. All established rules and regulations, policies and procedures contained in the Facility Use Policy shall apply to fee exempt groups.
- B. The frequency of use at each facility shall not exceed a total of once per week by fee exempt groups.
- C. Approved Waiver of Fees shall not imply a monopoly of the facility or an automatic renewal of waiver.
- D. City sponsored programs have priority for facility use. Any reservation may be cancelled by the City.

## VII. SPECIAL AGREEMENTS

### Community Center:

Signal Hill Lions Club rental fees will be waived twice a (calendar) year for their annual fundraising events in view of their help in the construction of the facility. Staff fees still apply.

The LBUSD may use the facility without rental fees based on the most current joint use agreement. Staff fees will apply.

Signal Hill Home Owner Associations' (HOA) and/or their Management Company's rental fees, will be waived twice a calendar year, for their HOA meetings. Staff fees still apply and a refundable cash deposit must remain. (City Council action, July 8, 2003)

There are no additional existing agreements for the waiver of fees.

## VIII. EXCEPTIONS

There shall be no exceptions to this policy unless authorized by the Community Services Director.



STAFF REPORT

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2/18/2026

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**AGENDA ITEM**

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

**FROM:**  
**YVETTE E. AGUILAR  
DEPUTY CITY MANAGER/PARK, RECREATION AND LIBRARY SERVICES  
DIRECTOR**

**BY:**  
**MELISSA MONTIEL  
MANAGEMENT ASSISTANT**

**SUBJECT:**  
**PET OF THE MONTH NOMINATIONS**

Summary:

The Commission will consider submitted nominations and select a Pet of the Month for February 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 February 2026 and select nominee(s) to recognize for Pet of the Month.

Background:

Two new qualified nominations were received for February 2026. Six nominations remain from previous submissions. There is a total of eight nominations that are eligible for the Parks and Recreation Commission to consider for the February 2026 Pet of the Month (Attachment B).

Approved:

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2/18/2026

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Yvette E. Aguilar

## Pet of the Month - February Nominees

**Moyis**



**Kainoa**



**Bailey**



**Wanda**



**Mellow**



**London**



**Pet of the Month - February Nominees**

**Saint**



**Pringles**



**City of Signal Hill Pet of the Month January 2026**

What is your Pet's name?	Moyis
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?	Pug
What makes your pet special?	He's a travel poppy outgoing, social, adorable and super active.
How long have you had your pet? How did you acquire your pet?	For his whole live 11 beautiful years and a couple months
What activities does your pet like to do?	Walking, eating, car rides, he sleeps anywhere
Does your pet have all required licenses?	Yes
Nominated April 16, 2025	

**City of Signal Hill Pet of the Month January 2026**

What is your Pet's name?	Kainoa
Does your pet have a nick name?	The love dogtor
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Labrador Pitbull mix
What makes your pet special?	She's from Hawaii! She has an island spirit and beautiful coat
How long have you had your pet? How did you acquire your pet?	She was adopted in Hawaii when she was 2 months, now she is 5 living it up in signal hill
What activities does your pet like to do?	Walk up the hill! And eat chicken
Does your pet have all required licenses?	Yes
Nominated May 25, 2025	

**City of Signal Hill Pet of the Month January 2026**

What is your Pet's name?	Bailey
Does your pet have a nick name?	Bop
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Dog
What makes your pet special?	She is the cuddliest and sweetest puppy
How long have you had your pet? How did you acquire your pet?	3 years
What activities does your pet like to do?	Going to the dog park and playing with her sister Zoey (another dog)
Does your pet have all required licenses?	Yes
Nominated June 24, 2025	

**City of Signal Hill Pet of the Month January 2026**

What is your Pet's name?	Wanda
Does your pet have a nick name?	Wandisimo,wandiesel,wandita
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	dog
What makes your pet special?	she communicates her needs very well and curses at me in her own way
How long have you had your pet? How did you acquire your pet?	rescued
What activities does your pet like to do?	leisure walks, naps, and not share her toys
Does your pet have all required licenses?	Yes

Nominated July 27, 2025



**City of Signal Hill Pet of the Month January 2026**

What is your Pet's name?	Mellow
Does your pet have a nick name?	Maxi
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Domester Long Hair
What makes your pet special?	He likes to show his gratitude for having been adopted by thanking me several times a day.
How long have you had your pet? How did you acquire your pet?	2-1/4 years
What activities does your pet like to do?	He and a new kitty of mine like to chase each other and wrestle.
Does your pet have all required licenses?	Yes
Nominated September 11, 2025	

**City of Signal Hill Pet of the Month January 2026**

What is your Pet's name?	London
Does your pet have a nick name?	
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Tabby
What makes your pet special?	London is a talker. He meows about everything.
How long have you had your pet? How did you acquire your pet?	London is a rescued stray. He is about 4 1/2 years old.
What activities does your pet like to do?	London loves to hide in the garden plants and pounce and play with his cat brother from another mother
Does your pet have all required licenses?	Yes

Nominated November 2, 2025



**City of Signal Hill Pet of the Month January 2026**

What is your Pet's name?	Saint
Does your pet have a nick name?	Sainty poo
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Labor-doodle
What makes your pet special?	He's so sweet and smart
How long have you had your pet? How did you acquire your pet?	6 months
What activities does your pet like to do?	Explore and cuddle
Does your pet have all required licenses?	Yes
Nominated January 21, 2026	

**City of Signal Hill Pet of the Month January 2026**

What is your Pet's name?	Pringles
Does your pet have a nick name?	No
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Boxer/Husky mix
What makes your pet special?	Different color eyes
How long have you had your pet? How did you acquire your pet?	2 years. Adapted him from Long Beach shelter at 4 months old
What activities does your pet like to do?	Hiking and neighborhood watch
Does your pet have all required licenses?	Yes
Nominated January 30, 2026	

**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.



STAFF REPORT

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2/18/2026

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**AGENDA ITEM**

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

**FROM:**  
**YVETTE E. AGUILAR  
DEPUTY CITY MANAGER/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 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.

Updates and Analysis:

**CITY COUNCIL**

At the January 13, 2026, City Council Meeting:

- City Council authorized the City Manager to execute a contract services agreement with Victor "Ving" Fung of Greetings Tour Incorporated to design and install the final outdoor public art at

Hillbrook Park.

- City Council directed staff to initiate conversations with private party operators to begin a pilot program for a Farmer’s Market.

At the January 27, 2026, City Council Meeting:

- Hector De La Torre, Executive Director of the Gateway Cities Council of Governments (COG) presented the City with the Gold Energy Action Award.
- Charles Hughes, City Librarian, presented on the upcoming programming recognizing February as Black History Month.
- City Council adopted a resolution approving the City’s proposed Community Development Block Grant revolving fund application and programs for fiscal years 2025-2026 and 2026-2027
- City Council adopted a resolution designating the annual Jessie Nelson Day of Remembrance on April 14 of each year.

## **PARK PROJECTS**

### *Civic Center Master Plan - Phase I (Amphitheater)*

The Civic Center Master Plan (Plan) was approved and adopted by City Council at the August 27, 2024 meeting.

In September 2024 staff-initiated Phase I of the Civic Center Plan and released a request for proposals (RFP) for the architectural and engineering design services for the amphitheater project (Phase I) and awarded a contract in December 2024. City staff and the consultants presented a conceptual design for the amphitheater at the May 27, 2025, City Council meeting. On November 25, 2025, the City Council approved a contract with CABD for the construction of the amphitheater. Construction work began in January 2026 and project completion is anticipated at the end of the 2026 calendar year.

Please visit the website at <https://www.cityofsignalhill.org/717/Civic-Center-Master-Plan> to learn more and keep updated on the status of the Plan.

### *Hillbrook Park Wall Mural Art Project (Update)*

On August 15, 2025, staff issued a Request for Qualifications - Call For Artists in regards to the Hillbrook Park Wall Mural Art Project (RFQ); the City received 15 submitted packages from various artists demonstrating their qualifications and past projects. The Review Committee evaluated the submitted packages and selected Victor “Ving” Fung. The City Council awarded the Contract Services Agreement on January 13 and work on the mural began in late January 2026. The project is scheduled to be completed by Spring 2026.

## **RECREATION DIVISION**

Program	Number of Participants
<u>Signal Hill Park Afterschool Recreation Club</u> The Afterschool Recreation Club (ARC) and Tween program participants engage in various activities based on a weekly theme that includes science, technology, arts, and sports.	
Afterschool Recreation Club Kindergarten-Fifth Grade	51 Enrolled
Tween Program Sixth – Eighth Grade	13 Enrolled
<u>Co-Ed Youth Sports Program</u> The Co-Ed Youth Sports Basketball season started on January 5, 2026 and is scheduled through February 21, 2026.	
Eight Teams	80 Enrolled

## COMMUNITY SERVICES DIVISION

Program – January	Number of Participants
<u>Food Distribution Programs</u> The Department offers a Senior Food Distribution program for residents ages 55 and older to receive supplemental groceries 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	40 Seniors
Family Food Distribution Program	19 Families

<u>Senior Social Club Programs</u> This program is focused on providing engagement, enrichment, and socialization opportunities for adults ages 55 and older.	
Wellness Wednesday Programs	30 Participants
Traditional Games: Loteria, Bingo, Dominoes, Cards	20 Participants
Tai Chi	20 Participants
Tech Tuesday:	15 Participants

<u>Ongoing Senior Programs</u>	
Mondays	Tai Chi (2 <sup>nd</sup> and 4 <sup>th</sup> Monday of the month)
Tuesdays	Traditional Games and Tech Tuesdays
Wednesdays	Wellness Wednesdays: Silver Sneakers, Meditation, Workshops
Thursdays	Yoga in the Park (2 <sup>nd</sup> and 4 <sup>th</sup> Wednesday of the month)

<u>Community Services Programs</u>	
Monday: Arts and Crafts	10 Participants
Saturday: Master Zumba	15 Participants

<u>Community Garden at Signal Hill Park</u>	
The Department is responsible for 23 rentable plots in the Community Garden. Staff have been working on keeping the plots free of weeds. In January, we launched our garden workshops, which happen twice a month.	
Garden Plots	23 Plots

<u>Animal and Pet Programs</u>	
The pet programs are focused on promoting responsible pet ownership, pet health, and pet adoption opportunities in addition to pet and animal education opportunities. Some programs are in partnership with the City of Long Beach, and some are standalone.	
January 23	15 Participants

<u>Low-Cost Pet Vaccination Clinic</u>	
Community Animal Medicine Project (CAMP) provides low-cost vaccine and wellness services. Services include flea/tick treatment, microchips, as well as cat and dog vaccinations.	
January 17	71 Pets

<u>Volunteer Programs</u>	
January Newly Processed Volunteers	0 New Volunteers Processed
January PRL Department Volunteers	0 Volunteers
Volunteer Hours for January 2026	0 Hours

Facility Rentals: January	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	0	0	0	0	0
Discovery Well Community Center	1	0	0	0	1
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
<b>TOTAL</b>					<b>6</b>

<u>Rental Revenue</u>	<u>January – 2026</u>
Facility Rental Revenue	\$2,842.84
Total Facility Fees Waived	\$1,108.00

**LIBRARY SERVICES DIVISION**

<u>Library Services</u>	<u>Number of Participants</u>
Circulation: Total number of items checked out from the library that are in circulation.	
Circulation of Library Items	4,254 Items
Library Visits	3,687 Visits
Library Website Visits	297 Visits
Library Wi-Fi Connections	0 Connections (due to Wi-Fi outage)
Resident Library Card Registration	37 Library Card Registrations
Non-Resident Library Card Registration	229 Library Card Registrations
<u>Inter Library Loan</u>	
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.	
Inter Library Loan Service Borrowed	45 Items Borrowed
Inter Library Loan Service Loaned Out	13 Items Loaned Out

<u>Electronic Resources</u>	<u>Number of Participants</u>
Freegal Music Subscription+	0 New Active Users, 236 songs streamed
Kanopy Movie Streaming Subscription	7 New Active Users, 7,782 minutes streamed
Beanstack Subscription	3 New Active Users

<u>Library Programs</u>	<u>Number of Participants</u>
Study Rooms Reservations	175 Reservations
Story Time	226 Children, 237 Adults
First Friday Book Club	8 Adults
Romance Book Club	3 Adults
Pageturners Book Club	5 Adult
Make It! Program	8 Children, 10 Adults
Senior Dancing for Health	15 Adults
BARK: Read to Dogs	8 Children, 8 Adults
Signal Hill Public Library Crochet Club	5 Adults
Jewel Box Children's Theater Workshop	3 Children, 3 Adults
Library Tutoring Program	88 Children
Zumba at the Library	78 Adults
History on the Hill: Librarians	9 Adults
Mindful Moments	1 Adult
Author Talk: Dr. Sara Pol-Lim	5 Adults
Restorative Sound Bath Session	25 Adults
The Mr. Electric Show	18 Children, 14 Adults

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Restorative Sound Bath Session	25 Adults
The Mr. Electric Show	18 Children, 14 Adults

<u>Ongoing Library Programs</u>	
Mondays	Spanish Story Time
Tuesdays	After School Club Tween Social Club
Wednesdays	Baby Story Time
Thursdays	Senior Dancing for Health Teen Social Club Math Tutoring Program 3 <sup>rd</sup> Thursday Romance Book Club
Fridays	Preschool Story Time 1 <sup>st</sup> Friday Book Club 2 <sup>nd</sup> Friday: Make It! 3 <sup>rd</sup> Friday Crochet Club
Saturdays	Khmer Story Time 2 <sup>nd</sup> Saturday Pageturners Book Club 3 <sup>rd</sup> Saturday Photography Open Studio 3 <sup>rd</sup> Saturday Jewel Box Children's Theater Workshop

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

Upcoming Programs	
February 19	Romance Book Club Seniors Excursion Huntington
February 20	Crochet Club
February 21	Low-Cost Pet Vaccine Clinic
February 23	Tai Chi Restorative Sound Bath Sessions Library 100 <sup>th</sup> : Scavenger Hunt Senior Matinee Monday
February 24	Senior Paint and Sip Tech Tuesday Library 100 <sup>th</sup> : Book Tasting & Cooking Demo Zumba with the Library
February 25	Wellness Wednesdays: Department of Mental Health Disaster Preparedness Presentation Library 100 <sup>th</sup> : 100-Word Community Storyboard
February 26	Library 100 <sup>th</sup> : Mini Golf at the Library History on the Hill: Past & Future Librarians
February 27	Library 100 <sup>th</sup> : Storytime with Build-A-Stuffed-Animal Family Movie Night: The Boy Who Harnessed the Wind
February 28	Library 100 <sup>th</sup> : 1 Sky, 100 Stars Planetarium
March 2	Tai Chi BARK Read to Dogs
March 3	Senior Traditional Games: Dominoes Women's Wellness Workshop Zumba with the Library

March 4	Silver Sneakers
March 6	Kids Paint Day
March 7	Master Zumba Class Read Across America Mindful Moments: Ikebana (Women's History Month)
March 9	Adult All Abilities Color & Play Community Arts & Crafts: Painted Tote Bags
March 10	Zumba with the Library
March 11	Pass the Sticks: EA Sports FC 26
March 12	Yoga at the Park
March 13	Make It!: Faux Cake Box
March 14	Seasonal Planting: It's Time to Plant for Summer Pageturners Book Club Pi Day Workshop
March 16	Creative Writing Workshop Tai Chi
March 17	Zumba with the Library Seniors St. Patrick Day Bingo Luncheon
March 18	Parks & Recreation Commission Meeting

Approved:

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Yvette E. Aguilar



STAFF REPORT

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2/18/2026

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**AGENDA ITEM**

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

**FROM:**  
**YVETTE E. AGUILAR  
DEPUTY CITY MANAGER/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 Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Update, receive, and file report.

Background:

Each year, the Commission reviews their revolving objectives and status. Attachment A is the most recent list with a status report following each item. This will provide an ongoing status update for Commissioners regarding goals that were approved by the Commission in June 2025.

Approved:

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Yvette E. Aguilar

**City of Signal Hill**  
**Parks and Recreation Commission**  
Revolving Goals: FY 2025-2026  
Updated January 13, 2026

Goal	Status	Timeline (if applicable)	Strategic Plan Goal(s)
<b>Planning</b>			
Provide input on the design of an outdoor art project for Hillbrook Park.	Completed	January 21, 2026	Goal No. 4 Infrastructure  Goal No. 5 High-Functioning Government
Provide feedback on the use of the newly constructed or renovated parks in Signal Hill. <i>(P&amp;RMP Goal 1.2: Maintain and improve existing facilities, parks, trails, and open spaces.)</i>	Ongoing	As appropriate, as funding is available.	Goal No. 4 Infrastructure  Goal No. 5 High-Functioning Government
<b>Policy</b>			
Provide input on Parks, Recreation, and Library Services Policies related to private instruction, indoor/outdoor rentals, and fee waivers. <i>(PIP, 2A, 2B, 2C: Policy)</i>	Pending		Goal No. 2 Community Safety  Goal No. 5 High-Functioning Government
<b>Programs</b>			
Provide recommendations for programming.	Ongoing	As appropriate, as funding is available.	Goal No. 5 High-Functioning Government
<b>Capital Projects</b>			
Participate in the Ground Breaking Ceremony and Grand Opening the new Signal Hill Amphitheater (Phase I of the Civic Center Master Plan).	Completed	Ground Breaking: December 2, 2025 – Completed	Goal No. 4 Infrastructure
	Pending	Grand Opening: Fall 2026	
Provide input on scheduled park improvement projects. <i>(P&amp;RMP Goal 1.2: Maintain and improve existing facilities, parks, trails, and open spaces.)</i>	Ongoing	As appropriate, as funding is available.	Goal No. 4 Infrastructure  Goal No. 5 High-Functioning Government
Through Park Assignment presentations, provide recommendations on future park improvements for consideration.	Ongoing	As appropriate, as funding is available.	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

2175 Cherry Avenue • Signal Hill, California 90755-3799

STAFF REPORT

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2/18/2026

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**AGENDA ITEM**

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

**FROM:**  
**YVETTE E. AGUILAR  
DEPUTY CITY MANAGER/PARKS, RECREATION AND LIBRARY SERVICES  
DIRECTOR**

**SUBJECT:**  
**APPROVAL OF MEETING MINUTES**

Summary:

Regular Meeting of January 21, 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.



## CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

### MINUTES OF A REGULAR MEETING SIGNAL HILL PARKS AND RECREATION COMMISSION January 21, 2026

A Regular Meeting of the Signal Hill Parks and Recreation Commission was held in-person in the Signal Hill Public Library Learning Center on January 21, 2026.

(1) **CALL TO ORDER – 6:04 P.M.**

(2) **ROLL CALL**

Commissioner Gidwani arrived at 6:08 p.m.

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

ABSENT: NONE

LATE ARRIVAL: COMMISSIONER KIRAN GIDWANI

(3) **PLEDGE OF ALLEGIANCE**

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

(5) **PRESENTATION(S)**

a. MANAGEMENT ASSISTANT ALYSSA CHRISTENSON WILL PROVIDE AN UPDATE ON THE HILLBROOK PARK WALL MURAL ART PROJECT.

Commissioner Gidwani arrived at 6:08 p.m.

b. STAFF WILL PROVIDE AN UPDATE ON THE AMPHITHEATER PROJECT.

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

a. OLDER AMERICAN AWARD NOMINATIONS

It was moved by COMMISSIONER ANHORN and seconded by COMMISSIONER GIDWANI, to nominate Bozena Jaworski as the City of Signal Hill Outstanding Older American for 2026.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

b. ATTENDANCE AT 2026 CALIFORNIA PARKS AND RECREATION SOCIETY ANNUAL CONFERENCE

It was moved by COMMISSIONER ANHORN and seconded by VICE CHAIR KISS-LEE, to approve the attendance of Chair Edwards and Commissioner Dutch Hughes for the 2026 CPRS Conference.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

It was moved by COMMISSIONER ANHORN and seconded by CHAIR EDWARDS, to move item 6d before item 6c.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

- d. DIRECTOR'S REPORT - UPDATES ON CITY COUNCIL ACTIONS, PARK PROJECTS, AND PROGRAMS FOR NOVEMBER AND DECEMBER 2025

It was moved by COMMISSIONER ANHORN and seconded by COMMISSIONER GIDWANI, to receive and file.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

- c. PET OF THE MONTH NOMINATIONS

It was moved by COMMISSIONER ANHORN and seconded by VICE CHAIR KISS-LEE, to vote Babygirl as the January Pet of the Month.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

**(7) CONSENT CALENDAR**

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

It was moved by COMMISSIONER ANHORN and seconded by COMMISSIONER GIDWANI, to approve the Consent Calendar.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

**(8) COMMISSION NEW BUSINESS**

Commissioner Anhorn asked if facility fees will be added to the new budget for fiscal year 26-27. Director Aguilar stated they will go to Council when the fee schedule is updated.

Commissioner Dutch Hughes informed the Commission the Signal Hill Chamber of Commerce luncheon will be held tomorrow and the CalTrans meeting for the Vincent Thomas Bridge tear down is cancelled.

Vice Chair Kiss-Lee asked if there was an opportunity to repaint the structure at CalBrisas Park. Director Aguilar will speak with Public Works. Vice Chair Kiss-Lee notified staff regarding problems with the Signal Hill Now phone app.

**(9) ADJOURNMENT**

It was moved by COMMISSIONER GIDWANI and seconded by COMMISSIONER DUTCH HUGHES to adjourn tonight's meeting to the next regular meeting of the Signal Hill Parks and Recreation Commission to be held on Wednesday, February 18, 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 EDWARDS  
VICE CHAIR KISS-LEE  
COMMISSIONER ANHORN  
COMMISSIONER DUTCH HUGHES  
COMMISSIONER GIDWANI

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

CHAIR EDWARDS adjourned the meeting at 7:34 p.m.

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LINDA EDWARDS  
CHAIR

Attest:

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YVETTE E. AGUILAR  
COMMISSION SECRETARY