



## 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  
January 15, 2025

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

Meetings begin at 6:00 pm. There is a public comment period at the beginning of the regular meeting, as well as the opportunity to comment on each agenda item as it arises. Any meeting may be adjourned to a time and place stated in the order of adjournment.

The agenda is posted 72 hours prior to each meeting on the City's website and outside of City Hall. The agenda and related reports are also available for review online at [www.cityofsignalhill.org](http://www.cityofsignalhill.org).

### To participate:

- In-person Participation: Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, California.
- To make a general public comment or comment on a specific agenda item, you may also submit your comment, limited to 250 words or less, to the Director of Parks, Recreation and Library Services at [yaguilar@cityofsignalhill.org](mailto:yaguilar@cityofsignalhill.org) no later than 4:00 p.m. on Wednesday, January 15, 2025. Written comments will be provided electronically to the Parks & Recreation Commission and attached to the meeting minutes. Written comments will not be read into the record.

Park and Recreation Commissioners are compensated \$75.00 per meeting.

(1) **CALL TO ORDER – 6:00 P.M.**

(2) **ROLL CALL**

CHAIR ANHORN  
VICE CHAIR EDWARDS  
COMMISSIONER DUTCH HUGHES  
COMMISSIONER GIDWANI

COMMISSIONER KISS-LEE

**(3) PLEDGE OF ALLEGIANCE**

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

**(5) PRESENTATION(S)**

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

- a. VERIFICATION OF QUORUM FOR FUTURE PARKS AND RECREATION COMMISSION MEETING

Summary:

Staff are seeking verification whether a quorum will be present for the regular Parks and Recreation meeting of Wednesday, March 19, 2025, due the attendance of two Commissioners at the California Parks & Recreation Society (CPRS) Conference.

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:

Determine whether a quorum of the Parks and Recreation Commission will be present for the regular meeting of Wednesday, March 19, 2025, and provide direction to staff to cancel the meeting.

- b. OLDER AMERICAN AWARD NOMINATIONS REQUEST

Summary:

The Los Angeles County Commission for Older Adults (LACCOA) accepts nominations to recognize older adults each year. This year, they will accept nominations for the 60th Annual Older Americans Recognition Day (OARD) Awards Program.

The City, by way of the Parks and Recreation Commission and City Council, selects a Signal Hill resident, aged 60 or older, as an Outstanding Older American and submits the nominee for the LACCOA award when nominations open.

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:

Discuss potential nominees and prepare a nomination(s) for the City of Signal Hill Outstanding Older American for 2025 to be reviewed and selected at the February Parks and Recreation Commission meeting.

c. PET OF THE MONTH NOMINATIONS

Summary:

The Commission will consider submitted nominations and select a Pet of the Month for January 2025 (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 January 2025 and select nominee(s) to recognize 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 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; 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. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of November 14, 2024.

Strategic Plan Goal(s):

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

Recommendation:

Approve the meeting minutes.

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.

**(8) COMMISSION NEW BUSINESS**

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

**(9) ADJOURNMENT**

Tonight’s meeting will be adjourned to the next regular meeting of the Parks & Recreation Commission to be held on February 19, 2025, 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.



STAFF REPORT

1/15/2025

**AGENDA ITEM**

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

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

**SUBJECT:** VERIFICATION OF QUORUM FOR FUTURE PARKS AND RECREATION COMMISSION MEETING

Summary:

Staff are seeking verification whether a quorum will be present for the regular Parks and Recreation meeting of Wednesday, March 19, 2025, due the attendance of two Commissioners at the California Parks & Recreation Society (CPRS) Conference.

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:

Determine whether a quorum of the Parks and Recreation Commission will be present for the regular meeting of Wednesday, March 19, 2025, and provide direction to staff to cancel the meeting.

Background and Analysis:

The March regular meeting of the Parks & Recreation Commission is scheduled for Wednesday, March 19, 2025. Two of the five commissioners will be attending the CPRS Conference in Sacramento during the regularly scheduled March meeting.

Staff are seeking verification whether a quorum, or a minimum of three commissioners, will be present for March 2025 Commission meeting. If no quorum is present, the Commission may direct staff to cancel the meeting.

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1/15/2025

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Approved:

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Yvette E. Aguilar



STAFF REPORT

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1/15/2025

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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 & LIBRARY SERVICES  
DIRECTOR**

**ALISON DOBAY  
PARKS, RECREATION & LIBRARY SERVICES MANAGER**

**SUBJECT:**  
**OLDER AMERICAN AWARD NOMINATIONS REQUEST**

Summary:

The Los Angeles County Commission for Older Adults (LACCOA) accepts nominations to recognize older adults each year. This year, they will accept nominations for the 60<sup>th</sup> Annual Older Americans Recognition Day (OARD) Awards Program.

The City, by way of the Parks and Recreation Commission and City Council, selects a Signal Hill resident, aged 60 or older, as an Outstanding Older American and submits the nominee for the LACCOA award when nominations open.

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:

Discuss potential nominees and prepare a nomination(s) for the City of Signal Hill Outstanding Older American for 2025 to be reviewed and selected at the February Parks and Recreation Commission meeting.

Background:

This year will mark the 60<sup>th</sup> anniversary of OARD, which will recognize one outstanding older adult for



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their volunteer services from each of the 88 cities in Los Angeles County. The Los Angeles County Commission for Older Adults and the Los Angeles County Board of Supervisors will celebrate Older Americans Recognition Day in May 2025 at a day, time, and place to be announced by the County of Los Angeles.

The honoree will be recognized at a City Council meeting in May.

Approved:

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Yvette E. Aguilar

## City of Signal Hill Outstanding Older American Previous Award Recipients

2000	Chuck Gerst
2001	Ted Bunten
2002	Nona Daly
2003	John Leahy
2004	Mary Justus
2005	Gary Dudley
2006	Keaton King
2007	Chan Brainard and Gil Griego
2008	Jane Fallon
2009	Hazel Wallace
2010	Gary Weinberger
2011	Frank Virga
2012	Al Sirignano
2013	Louise Cunningham
2014	George & Carol Apt
2015	Steve Strichart
2016	Neena Strichart
2017	Mildred Wallerstein
2018	Rose Richárd
2019	Larry Forester
2020	Judie Johnsen
2021	Pam Dutch Hughes
2022	Robert Long
2023	Larry Blunden
2024	Jene Bunten



**OLDER AMERICAN  
RECOGNITION**

**CALL FOR NOMINATIONS**

Do you know a senior that exemplifies the true spirit of volunteerism within the community? Have they enhanced the quality of life for others? Nominees must be a resident of Signal Hill, 60 years of age or older, have not previously received the award, and be actively involved in volunteer service which directly benefits the community.

Scan the QR Code for Online Submission Form

**SUBMISSION DEADLINE**  
FEBRUARY 7, 2025

For more information, call Parks, Recreation & Library Services at 562-989-7330, or email [comservices@cityofsignalhill.org](mailto:comservices@cityofsignalhill.org).

City of  
SIGNAL HILL



CITY OF SIGNAL HILL  
STAFF REPORT

2175 Cherry Avenue • Signal Hill, California 90755-3799

1/15/2025

**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:** 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 January 2025 (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 January 2025 and select nominee(s) to recognize for Pet of the Month.

Background & Analysis:

One new qualified nomination was received for January 2025 and six nominations remain from previous submissions. A total of seven nominations are eligible for the Parks and Recreation Commission to consider for the January 2025 Pet of the Month (Attachment B).

Approved:

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1/15/2025

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Yvette E. Aguilar

**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 - January Nominees**

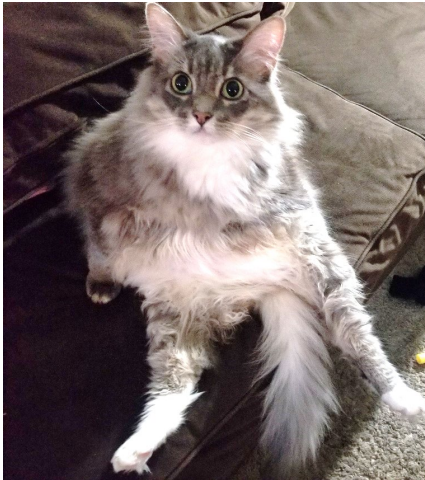
**Mia**



**Chalupa**



**Kanji**



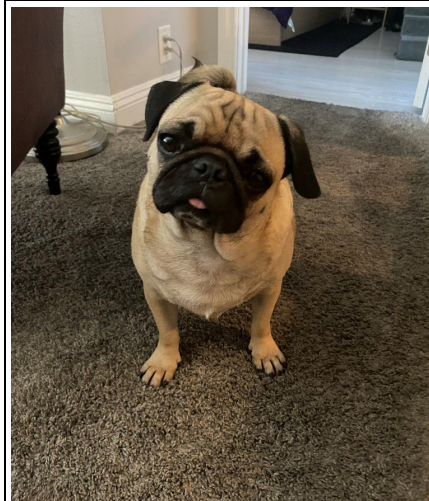
**Eddie & Vinny**



**Lola**



**Winnie**




**Pet of the Month - January Nominees**

**Bodie**






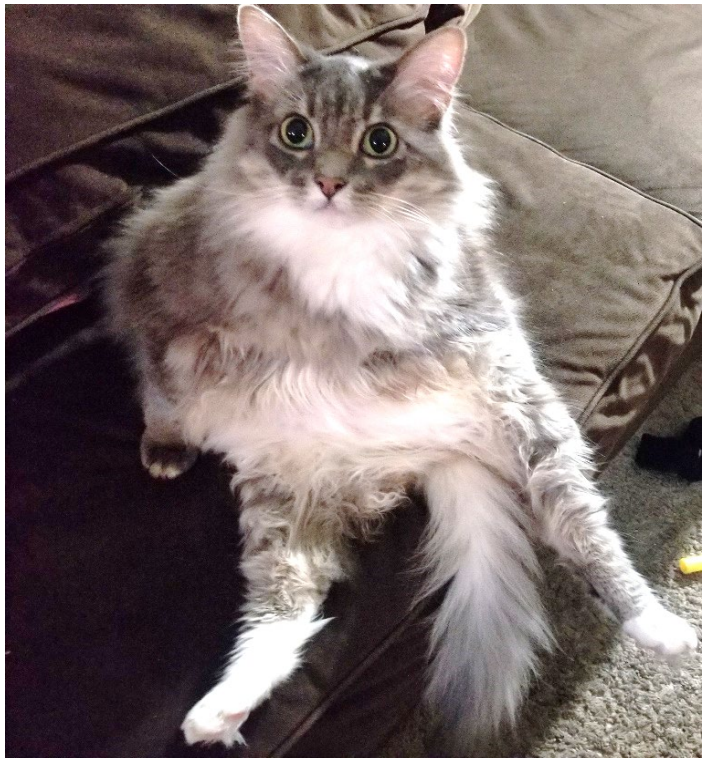
**City of Signal Hill Pet of the Month January 2025**

What is your Pet's name?	Mia
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?	Maltese
What makes your pet special?	So lovable, loves all dogs, cats and small animals
How long have you had your pet? How did you acquire your pet?	4 years. I purchased her from a breeder (my 17yo cat died)
What activities does your pet like to do?	Loves meeting people and other animals
Does your pet have all required licenses?	Yes
	


**City of Signal Hill Pet of the Month January 2025**

What is your Pet's name?	Chalupa
Does your pet have a nick name?	Chalupa
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Puggle
What makes your pet special?	She thinks and acts more like a cat
How long have you had your pet? How did you acquire your pet?	8 years and she was found with a broken leg
What activities does your pet like to do?	Chase lasers and sit in high places
Does your pet have all required licenses?	Yes
	


**City of Signal Hill Pet of the Month January 2025**

What is your Pet's name?	Kanji
Does your pet have a nick name?	Chomps
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Long Haired mixed breed
What makes your pet special?	He is very calm and easy going. Doesn't fuss and rarely meows about anything
How long have you had your pet? How did you acquire your pet?	Like a good cat auntie I was cat sitting. It's been about 2 years and I am now his cat mommy. He was meant to be with me.
What activities does your pet like to do?	He loves tummy rubs, naps, snacks and sitting on couch watching TV with his cat daddy.
Does your pet have all required licenses?	Yes
	


**City of Signal Hill Pet of the Month January 2025**

What is your Pet's name?	Eddie And Vinny
Does your pet have a nick name?	No
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Eddie is a female tortoiseshell cat and Vinny is a male Bombay cat
What makes your pet special?	They are great parents to their 4 kittens. they love to cuddle and play
How long have you had your pet? How did you acquire your pet?	1 year. Adopted then from a friend
What activities does your pet like to do?	Chase each other and play with their toys
Does your pet have all required licenses?	Yes
	


**City of Signal Hill Pet of the Month January 2025**

What is your Pet's name?	Lola
Does your pet have a nick name?	No
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Havanese
What makes your pet special?	She loves bell peppers and Discovery Well park
How long have you had your pet? How did you acquire your pet?	3 years. She moved to Long Beach from Nebraska to find the coastt.
What activities does your pet like to do?	She loves to chase squirrels, lizards and birds . She lives the beach and sailing in the bay with her Shoreline Marina friends living aboard .
Does your pet have all required licenses?	Yes
	

**City of Signal Hill Pet of the Month January 2025**

What is your Pet's name?	Winnie
Does your pet have a nick name?	Win
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Pug
What makes your pet special?	He loves everyone. When we're out on walks we have to stop and say hi to all people and pets.
How long have you had your pet? How did you acquire your pet?	1 year and 8 minths
What activities does your pet like to do?	He loves to play and be silly and he'll never turn down a treat
Does your pet have all required licenses?	Yes
	

**City of Signal Hill Pet of the Month January 2025**

What is your Pet's name?	Bodie
Does your pet have a nick name?	Bo
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	d
What makes your pet special?	My grandpa who lived in Missouri passed away right around the time his dog had puppies so we brought him back here to be with the family. He also likes bring rocks and bricks into the house as if they are toys or his ball.
How long have you had your pet? How did you acquire your pet?	1 year
What activities does your pet like to do?	He loves to get into everything! loves the beach and to play all day
Does your pet have all required licenses?	Yes
	



CITY OF SIGNAL HILL  
STAFF REPORT

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1/15/2025

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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 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; 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 November 12, 2024 City Council Meeting:

- New Police Officer, Zachary Williams, was introduced and sworn in.



- City Council approved a professional services agreement with Placeworks to prepare an economic analysis and land use study for opportunity study areas.
- City Council authorized the City Manager to enter into a Public Works contract with Estate Design and Construction Incorporated for the City Hall interior renovation project.
- City Council authorized the City Manager to enter into a professional Consultant Services Agreement with SVA Architects, Incorporated, for the City of Signal Hill Amphitheater Project.
- City Council directed staff to return with a resolution memorializing the commemorative flags to be displayed for calendar year 2025.

At the December 10, 2024 City Council Meeting:

- Mayor Woods presented the City with the Centennial time capsule.
- Mayor Woods presented a proclamation to outgoing Vice Mayor Ed Wilson.
- City Council adopted a resolution certifying the canvass of the November 5, 2024 General Municipal election.
- Newly elected members of the City Council and the City Clerk were sworn into office.
- City Council reorganized selecting Keir Jones as Mayor and Tina L. Hansen as Vice Mayor.
- City Council approved the proposed Community Development Block Grant programs for FY 25-26.
- City Council adopted the 2025 Commemorative Flag Display schedule.

## **SPECIAL EVENTS AND PROGRAMS**

The City culminated all of the special events and activities in honor of the Centennial year.

<b>Past Centennial Programs &amp; Events</b>	
<b>Program Dates</b>	<b>Number of Participants</b>
February 27, 2024	City Hall Open House - 25 Adult, 65 Youth Afterschool Recreation Club Participants
March 28, 2024	Community Photo Contest Entries Closed 64 Photos submitted
April 11, 2024	History on the Hill Talk – 1940s
	Youth Art Contest Entries Closed 3 Youth Art pieces submitted
April 20, 2024	Mayor's Tree Planting at Reservoir Park
April 27, 2024	Centennial Celebration Event <ul style="list-style-type: none"> <li>• Color Fun Run &amp; Walk</li> <li>• Pancake Breakfast</li> <li>• Opening Ceremony/Time Capsule Revelation</li> <li>• Skate Demonstration</li> <li>• Live Entertainment and Music</li> <li>• Food, Games, and Crafts for the Family</li> <li>• Drone Show</li> </ul>
May 4, 2024	Police Department Open House – 150 Participants
May 9, 2024	History on the Hill Talk – 1950s
May 11, 2024	Paws on the Hill Event at Signal Hill Park
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 <sup>th</sup> 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
October 2, 2024	State of the City
October 10, 2024	History on the Hill Talk – 2000s
October 19, 2024	Fall Mayor’s Clean-up: Central Neighborhood
October 26, 2024	Halloween Carnival and Centennial Laser Light Show
November 8, 2024	Vice Mayor Reception
November 14, 2024	History on the Hill Talk – 2010s
November 20, 2024	Centennial Tree Lighting & Light Extravaganza
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 Improvement Project

The City underwent extensive outreach for the Hillbrook park improvement project for the redesign of the park space. Construction is anticipated to be completed in January, and a Ribbon Cutting Ceremony is scheduled for Tuesday, February 4, 2025 at 10:00 a.m.

Civic Center Master Plan

The City and selected consultant, JKA, underwent extensive 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.

The final master plan was approved and adopted by City Council at the August 27, 2024 meeting.

Please visit the website at <https://www.cityofsignalhill.org/717/Civic-Center-Master-Plan> to access the adopted Master Plan.

**RECREATION DIVISION**

Program	Number of Participants
<u>After School Programs</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. In November ARC celebrated Friendsgiving in which the entire program including Tweens shared a Thanksgiving meal together. In December participants focused on creating DIY gifts to give to family and friends for the holidays.	
Flag Football and Volleyball also hosted their end of the season banquets to celebrate the athlete's accomplishments and hard work.	
<u>ARC</u>	
After School Program	58 Enrolled in November and December
Tween	15 Enrolled in November and December
<u>Youth Sports (73)</u>	
Co-Ed Flag Football 4 teams	32 Enrolled in November
Co-Ed Volleyball 4 teams	41 Enrolled in November

**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 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	32 Seniors in November 33 Seniors in December
Family Food Distribution Program	18 Families in November 19 Families in December

<b>Senior Social Club Programs</b>	
This program is focused on providing engagement, enrichment, and socialization opportunities for adults ages 55 and older.	
Silver Sneakers	3 Participants
Alexander Technique	9 Participants
Traditional Games: Loteria	8 Participants
Walking Club	4 Participants
Senior Mini Excursion: Citadel Outlets	22 Participants
Alexander Technique	9 Participants
Traditional Games: BINGO	16 Participants
Walking Club	1 Participant
Silver Sneakers	4 Participants
Alexander Technique	9 Participants
Walking Club	1 Participant
Senior Excursion: Downtown Disney	30 Participants
Silver Sneakers	3 Participants
Holiday Cookie Craft	9 Participants
Walking Club	1 Participant
Senior Excursion- Lavender Farm	45 Participants
Holiday BINGO Luncheon	48 Participants
DIY Snowy Mason Craft	9 Participants

<b>Community Garden at Signal Hill Park</b>	
The Department is responsible for 24 rentable plots in the Community Garden. Staff have been working on keeping the plots free of weeds and setting up a gardening workshop for the new year.	
Garden Plots	23 Plots

<b>Tree Lighting</b>	
The City of Signal Hill and the City of Long Beach gathered for the annual Tree Lighting Ceremony in front of City Hall. Council member Keir Jones welcomed everyone, and guests enjoyed a live performance by Dickens Carolers, before the tree was lit. Guests also enjoyed hot chocolate, churros, making a craft, were visited by Santa Claus in a Model T Fire Truck and enjoyed the festive lights throughout the park.	
Wednesday, November 20, 2024	2,500+ Attendance

<b>Mayor's Reception</b>	
The Department held the annual Mayor's Reception for outgoing Mayor, Lori Woods, in front of City Hall. Light refreshments were provided. More than 140 people were in attendance to celebrate the mayor's achievements.	
Tuesday, December 10, 2024	150+ Attendance

<u>Santa's Workshop</u>	
The Signal Hill Police Foundation sponsored Santa's Workshop in the Signal Hill Public Library. Guests enjoyed decorating cookies, face painting, children's karaoke, story time, a holiday craft, and a visit with Santa & Mrs. Claus.	
Wednesday, December 18, 2024	450+ Attendance

<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 stand alone.	
Monday, December 2, 2024 Emergency K-9 CPR & First Aid	7 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 both cat and dog vaccinations.	
Saturday, December 21, 2024 Low-Cost Pet Vaccination Clinic	49 Pets

<u>Volunteer Programs</u>		
<u>Newly Processed Volunteers</u>	4 Volunteers	
	Volunteers	Volunteer Hrs.
Santa's Workshop Prep & Event	2 Volunteers	17 Hours
Holiday Outreach Wrapping	7 Volunteers	24 Hours
Quarterly Volunteer Social	10 Participants	N/A

<u>Facility Rentals – November</u>	Resident	Non-Resident	Non-Profit	School	Total
Discovery Well Park Picnic Shelters	0	0	0	0	0
Reservoir Park Picnic Shelter	2	0	0	0	2
Signal Hill Park Picnic Shelters	2	0	0	0	2
Discovery Well 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	2	0	0	2
<b>TOTAL</b>					<b>8</b>

Facility Rentals – December	Resident	Non-Resident	Non-Profit	School	Total
Discovery Well Park Picnic Shelters	0	0	0	0	0
Reservoir Park Picnic Shelter	0	0	0	0	0
Signal Hill Park Picnic Shelters	0	1	0	0	1
Discovery Well 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
<b>TOTAL</b>					<b>3</b>

Rental Revenue	January – December 2024
Facility Rental Revenue	\$17,253.00
Total Facility Fees Waived	\$14,377.50

**LIBRARY SERVICES DIVISION**

Library Services - November	Number of Participants
<u>Circulation:</u> Total number of items checked out from the library that are in circulation.	
Circulation of Library Items	4,452
Library Visits	8,458
Library Website Visits	500
Library Wi-Fi Connections	912
Resident Library Card Registration	47
Non-Resident Library Card Registration	233

<u>Library Services - December</u>	<u>Number of Participants</u>
<u>Circulation:</u> Total number of items checked out from the library that are in circulation.	
Circulation of Library Items	3,505
Library Visits	7,699
Library Website Visits	403
Library Wi-Fi Connections	875
Resident Library Card Registration	41
Non-Resident Library Card Registration	150
<u>Inter Library Loan (ILL)</u> 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	41
Inter Library Loan Service Loaned Out	12

<u>Electronic Resources - November</u>	<u>Number of Participants</u>
<u>Freegal</u> Music Subscription+	16 New Active Users, 189 songs streamed
Kanopy Movie Streaming Subscription	3 New Active Users, 2,456 minutes streamed
<u>Beanstack</u> Subscription	2 New Active Users

<u>Electronic Resources - December</u>	<u>Number of Participants</u>
<u>Freegal</u> Music Subscription+	17 New Active Users, 183 songs streamed
Kanopy Movie Streaming Subscription	5 New Active Users, 3,865 minutes streamed
<u>Beanstack</u> Subscription	2 New Active Users



<u>Library Services- November</u>	<u>Number of Participants</u>
Study Rooms Reservations	152
Story Time	239 Children, 245 Adults
First Friday Book Club	8 Adults
Romance Comedy Book Club	9 Adults
Make It!	5 Adults
Senior Dance for Health	44 Adults
After School Club	19 Children
Teen Social Club	28 Children
BARK: Read to Dogs	24 Children, 13 Adults
Bachata	7 Adults
Day of the Dead Face Painting	21 Children, 7 Adults
Calavera Decorating	10 Children, 11 Adults
Selfie Museum	7 Children, 3 Adults
History on the Hill	14 Adults
Daisy's STEAM Lab	8 Children, 5 Adults
Music of Ancient Homelands	2 Adults
Health Dog & Cat Treats	4 Children, 7 Adults
Puppy Party and Storytime	8 Children, 8 Adults
Native American History Movie: Gather	2 Adults

<u>Library Services - December</u>	<u>Number of Participants</u>
Study Rooms Reservations	146
Story Time	184 Children, 167 Adults
First Friday Book Club	9 Adults
Romance Comedy Book Club	8 Adults
Make It!	9 Adults
Senior Dance for Health	21 Adults
After School Club	14 Children
Teen Social Club	23 Children
BARK: Read to Dogs	7 Children, 4 Adults
Creative Writing Workshop	5 Adults
Holiday Sugar Cookie Decorating Workshop	17 Children, 13 Adults
History on the Hill	11 Adults
Daisy's STEAM Lab	1 Child
Stuffed Animal Workshop	20 Children, 20 Adults

<b>Ongoing Library Programs</b>	
Mondays	Spanish Story Time
Tuesdays	After School Club Zumba at the Library
Wednesdays	Baby Story Time
Thursdays	Senior Dancing for Health Teen Social Club 3 <sup>rd</sup> Thursday Romance Book Club
Fridays	Preschool Story Time Tutoring Program 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 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

<b>Upcoming Programs</b>	
January 16	Senior Social Walking Club
January 16	Romance Comedy Book Club
January 17	Crochet Club
January 18	Low Cost Pet Vaccine Clinic
January 18	Open Photography Studio
January 21	Senior Social Club: Low Impact Exercise
January 21	Zumba at the Library
January 21	Senior Social Club: Traditional Games
January 22	Embodied Mindfulness
January 23	Senior Social Walking Club
January 25	Propagation 101 at the Community Garden
January 27	Dino Dig Puzzles at the Library
January 28	Zumba at the Library
January 28	Senior Social Club: Traditional Games
January 29	Embodied Mindfulness
January 30	Senior Social Walking Club
January 31	VR Experiences at the Library

February 1 – February 28	Panda Express Reading Program
February 3	Flag Raising Ceremony for Black History Month
February 3	Write Your Love Story Workshop
February 4	Senior Social Club: Traditional Games
February 4	Hillbrook Park Ribbon Cutting
February 4	Zumba at the Library
February 6	Senior Social Walking Club
February 5	Embodied Mindfulness
February 7	Family Movie Night: Remember the Titans
February 7	First Friday Book Club
February 8	Pet Adoption
February 10	Senior Social Club: Stained Glass Vases Craft
February 10	Restorative Sound Bath Sessions
February 11	Senior Social Club: Valentines Bingo Luncheon
February 11	Zumba at the Library
February 12	Martin Luther King VR Experience
February 12	Embodied Mindfulness
February 13	History on the Hill
February 13	Senior Social Walking Club
February 14	Make It: Yarn Wrapped Hearts Craft
February 15	Open Photography Studio
February 15	Low Cost Pet Vaccine Clinic
February 18	Zumba at the Library
February 18	Senior Social Club: Low Impact Exercise
February 18	Senior Social Club: Traditional Games

Approved:

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Yvette E. Aguilar



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

STAFF REPORT

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1/15/2025

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**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 November 14, 2024.

Strategic Plan Goal(s):

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

Recommendation:

Approve the meeting minutes.



## CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

### MINUTES OF A REGULAR MEETING SIGNAL HILL PARKS AND RECREATION COMMISSION November 14, 2024

A Regular Meeting of the Signal Hill Parks & Recreation Commission was held in-person in the Council Chamber on Thursday, November 14, 2024.

(1) **CALL TO ORDER – 6:00 P.M.**

(2) **ROLL CALL**

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

ABSENT: NONE

(3) **PLEDGE OF ALLEGIANCE**

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

(5) **DISCUSSION ITEM(S)**

- a. SIGNAL HILL PUBLIC LIBRARY INTERNET AND ELECTRONIC INFORMATION USE POLICY

It was moved by COMMISSIONER GIDWANI and seconded by COMMISSIONER KISS-LEE, to receive and file.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

b. PET OF THE MONTH NOMINATIONS

It was moved by COMMISSIONER KISS-LEE and seconded by VICE CHAIR EDWARDS, to vote Canelo and Whiskey as the November Pets of the Month.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

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

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

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

**(6) CONSENT CALENDAR**

- a. FEE WAIVER REQUEST FOR SIGNAL HILL HISTORICAL SOCIETY BOARD MEETINGS IN 2025 AND JANUARY 2026
- b. FEE WAIVER REQUEST FOR FRIENDS OF SIGNAL HILL LIBRARY BOARD MEETINGS IN 2025
- c. FEE WAIVER REQUEST FOR 69TH ASSEMBLY DISTRICT FOR A SENIOR SCAM AWARENESS EVENT
- d. FACILITY USE POLICY WAIVER FOR RENTAL ON MARTIN LUTHER KING HOLIDAY WEEKEND 2025
- e. REVIEW OF COMMISSION REVOLVING OBJECTIVES
- f. APPROVAL OF MEETING MINUTES

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

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

**(7) COMMISSION NEW BUSINESS**

No new business.

**(8) ADJOURNMENT**

It was moved by COMMISSIONER GIDWANI and seconded by VICE CHAIR EDWARDS to adjourn tonight's meeting to the next regular meeting of the Signal Hill Parks and Recreation Commission to be held on Thursday, December 12, 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 ANHORN  
 VICE CHAIR EDWARDS  
 COMMISSIONER DUTCH HUGHES  
 COMMISSIONER GIDWANI  
 COMMISSIONER KISS-LEE

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

CHAIR TIM ANHORN adjourned the meeting at 6:28 p.m.

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TIM ANHORN  
CHAIR

Attest:

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YVETTE E. AGUILAR  
COMMISSION SECRETARY





STAFF REPORT

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1/15/2025

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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 & 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 July 2024.

Approved:

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Yvette E. Aguilar

**City of Signal Hill**  
**Parks and Recreation Commission**  
Revolving Goals  
FY 2024-2025  
Updated January 7, 2025

Goal	Status	Timeline (if applicable)	Strategic Plan Goal(s)
<b>Planning</b>			
Provide input on the acquisition of outdoor art for the SH Public Library. <i>(Previous Revolving Objective)</i>	Ongoing	As appropriate, as funding is available.	Goal No. 4 Infrastructure  Goal No. 5 High-Functioning Government
Provide feedback on the use of the newly constructed 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 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		Goal No. 4 Infrastructure  Goal No. 5 High-Functioning Government
Provide input on the policy for Private Instruction on parks and fields. <i>(PIP, 2C: Policy)</i>	Pending		Goal No. 2 Community Safety  Goal No. 5 High-Functioning Government
Provide input and on the Indoor and Outdoor Rental Policies. <i>(PIP, 2A: Policy)</i>	Pending		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 Grand Opening of the redesigned Hillbrook Park	Scheduled	February 2025	Goal No. 4 Infrastructure  Goal No. 5 High-Functioning Government
Provide input on schedule park improvement projects. <i>(P&amp;RMP Goal 1.2: Maintain and improve existing facilities, parks, trails, and open spaces.)</i>	Annually	Commissioners assess park needs annually during their April presentation for park assignments.	Goal No. 4 Infrastructure  Goal No. 5 High-Functioning Government
Through Park Assignment presentations, provide recommendations on future park improvements for consideration.	Complete	Civic Center Master Plan adopted August 2024 by City Council.	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.