



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

THE CITY OF SIGNAL HILL
WELCOMES YOU TO A REGULAR
PARKS AND RECREATION COMMISSION MEETING
May 20, 2026

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

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

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

To participate:

- In-person Participation: Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, California.
- To make a general public comment or comment on a specific agenda item, you may also submit your comment, limited to 250 words or less, to the Director of Parks, Recreation and Library Services at yaguilar@cityofsignalhill.org no later than 4:00 p.m. on Wednesday, May 20, 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. SENIOR RECREATION SPECIALIST BRIANNA QUINTANILLA WILL PROVIDE A PREVIEW ON THE UPCOMING SUMMER DAY CAMP PROGRAMS.

(6) DISCUSSION ITEM(S)

- a. REQUEST FOR INPUT FROM THE PARKS AND RECREATION COMMISSION ON UPCOMING PARK CONCEPT DESIGNS

Summary:

The Public Works Department, in coordination with Architerra Design Group, will provide an overview of upcoming park projects and will garner initial input from the Parks and Recreation Commission (Commission) for consideration on design elements to consider in the development of concept park plans, amenities schedules for all City Parks, and wayfinding signage.

Strategic Plan Goal(s):

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

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

Recommendation:

Staff recommend the Commission provide feedback and input on general design elements to be reviewed for inclusion in conceptual plans and amenities for all future park renovations

- b. PET OF THE MONTH NOMINATIONS

Summary:

The Commission will consider submitted nominations and select a Pet of the Month for May 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 May 2026 and select nominee(s) to be recognized 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. FEE WAIVER REQUEST FROM PROMONTORY WESTBLUFF SKYLINE ESTATES HOMEOWNERS ASSOCIATION FOR FACILITY USE ON JUNE 18, 2026

Summary:

The Parks and Recreation Commission will consider a waiver request from Promontory Westbluff Skyline Estates Homeowners Association (Promontory HOA), for facility fees to hold a board of director’s meeting on Thursday, June 18, 2026, from 5:30 p.m. to 7:30 p.m. at the Signal Hill Public Library Learning Center.

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:

Staff recommends the Parks and Recreation Commission consider the request submitted by Promontory HOA request to waive facility fees for the use of the Library Learning Center for its board meeting on Thursday, June 18, 2026.

b. IN THE NEWS

Summary:

Articles compiled by staff that may be of interest to the Parks and Recreation Commission (Attachment A).

Recommendation:

Receive and file.

c. REVIEW OF COMMISSION REVOLVING OBJECTIVES

Summary:

Each month staff will provide an update on various actions taken regarding items identified on the Commission Revolving objectives.

Strategic Plan Goal(s):

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

Recommendation:

Update, receive, and file report.

d. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of April 15, 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 June 17, 2026, at 6:00 p.m., in the Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, CA 90755.

PUBLIC PARTICIPATION

If you need special assistance beyond what is normally provided to participate in City meetings, the City will attempt to accommodate you in every reasonable manner. Please call the City Clerk's office at (562) 989-7305 at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible.

AFFIDAVIT OF POSTING

I, Yvette E. Aguilar, Commission Secretary of the Parks and Recreation Commission, do hereby affirm that a copy of the foregoing agenda was posted at City Hall, the Signal Hill Library, Discovery Well Park, and Reservoir Park, 72 hours in advance of this meeting.



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

STAFF REPORT

5/20/2026

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:

PRESENTATION - SUMMER PREVIEW

Summary:

Senior Recreation Specialist Brianna Quintanilla will provide a preview on the upcoming summer day camp programs.



STAFF REPORT

5/20/2026

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: JESUS SALDANA
ASSOCIATE ENGINEER**

**SUBJECT: REQUEST FOR INPUT FROM THE PARKS AND RECREATION COMMISSION ON
UPCOMING PARK CONCEPT DESIGNS**

Summary:

The Public Works Department, in coordination with Architerra Design Group, will provide an overview of upcoming park projects and will garner initial input from the Parks and Recreation Commission (Commission) for consideration on design elements to consider in the development of concept park plans, amenities schedules for all City Parks, and wayfinding signage.

Strategic Plan Goal(s):

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

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

Recommendation:

Staff recommend the Commission provide feedback and input on general design elements to be reviewed for inclusion in conceptual plans and amenities for all future park renovations

Background:

The City has contracted with Architerra Design Group (ADG) for professional landscape architectural services through its on-call contract. The consultant's on-call task proposal outlines a work plan to support the City's goal of modernizing its park system and ensuring aesthetic consistency. The primary scope encompasses detailed site analysis and concept planning at Reservoir Park and Raymond Arbor Park, community outreach, the development of wayfinding signage, and an amenities analysis with a refurbishment/replacement schedule.

Analysis:

The consultant's scope of work is divided into four primary components:

1. **Conceptual Design for Raymond Arbor Park:** Development of two distinct 2D design variations, specifically featuring a new playground design and new site layout and accessibility improvements. Other tasks include items such as renderings and cost estimates.
2. **Conceptual Design for Reservoir Park:** Development of two proposed design solutions, including budgetary cost estimates and renderings.
3. **Amenities Analysis & Refurbishment Schedule:** An inventory of existing amenities (benches, trash cans, etc.) with recommendations for replacement or refurbishment with new standards to achieve a cohesive design aesthetic city-wide.
4. **Wayfinding Signage & Trail Design:** Creation of a signage hierarchy, including elevations and color schematics, and a conceptual Trails Master Plan to formalize the city's trail network.

To ensure the project reflects the Commission's priorities, feedback is requested on the following categories:

Park-Specific Priorities:

- **Raymond Arbor Park:** Preferred site layouts and types of playground equipment; observations on historical issues or accessibility constraints; effective use of small space
- **Reservoir Park:** Desired site improvements or observations on deficient park elements or design (e.g., seating, landscaping, fencing, lighting, etc.)

City-Wide Aesthetic: Desired design language for new and replacement amenities to ensure a "Signal Hill" look and feel with park equipment around the City.

Wayfinding & Connectivity: Priorities for trail markers and the visual style of city-wide signage; feedback on any observed wayfinding signage that Commissioners have found appealing in other agencies.

Community Engagement: Input on the planned in-person outreach to ensure constituent voices are effectively captured.

The estimated timeline for the park conceptual development is 12-15 weeks, with wayfinding design completed in approximately 8 weeks. Further opportunities for input through the community

5/20/2026

engagement process will be shared with the Commission as scheduled.

Approved:

Yvette E. Aguilar



STAFF REPORT

5/20/2026

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 May 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 May 2026 and select nominee(s) to be recognized for Pet of the Month.

Background:

Four new qualified nominations were received for May 2026. Five nominations remain from previous submissions. There are a total of nine nominations that are eligible for the Parks and Recreation Commission to consider for the May 2026 Pet of the Month (Attachment B).

Approved:

5/20/2026

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 - May Nominees

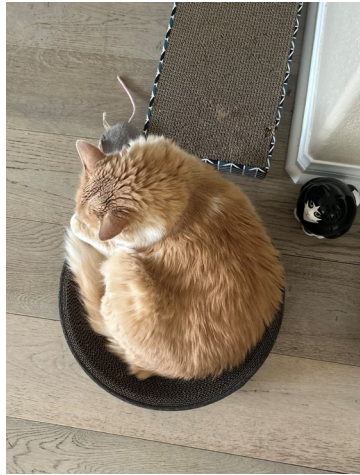
Kainoa



Wanda



Mellow



Pringles



Simba & Nala



Choco



Pet of the Month - May Nominees

Louis




Moses




Jellybean




City of Signal Hill Pet of the Month May 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 May 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 May 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 May 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	


City of Signal Hill Pet of the Month May 2026

What is your Pet's name?	Simba and Nala
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?	Tabby Cats
What makes your pet special?	Completely different personalities but are always punctual for 6am feedings, especially on weekends
How long have you had your pet? How did you acquire your pet?	2 years
What activities does your pet like to do?	Play and cuddle
Does your pet have all required licenses?	Yes
Nominated March 26, 2026	


City of Signal Hill Pet of the Month May 2026

What is your Pet's name?	Choco
Does your pet have a nick name?	Bunny
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Naiyla Makonen
What makes your pet special?	He was rescued here in Signal Hill.
How long have you had your pet? How did you acquire your pet?	About 6 years. My dad found him by the signal hill monument while running and brought him home.
What activities does your pet like to do?	He likes to play in the grass.
Does your pet have all required licenses?	Yes
	


City of Signal Hill Pet of the Month May 2026

What is your Pet's name?	Louis
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?	Orange tabby cat
What makes your pet special?	He welcomed our newborn so sweetly. He was mirroring our daughter in her bassinet, giving her cuddles ! He also gives kisses like a dog.
How long have you had your pet? How did you acquire your pet?	We've had him 6 years, he's 8! We rescued him from the shelter.
What activities does your pet like to do?	He likes to carry around a little stuffed bunny. He loves his treat time. He loves to cuddle.
Does your pet have all required licenses?	Yes
Nominated April 21, 2026	

City of Signal Hill Pet of the Month May 2026

What is your Pet's name?	Moses
Does your pet have a nick name?	Mosie, MoMo, Mogli
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Corgi Mix
What makes your pet special?	Moses has 4 teeth, loves babies and puppies, and spends most of her day in her office (the bathroom)
How long have you had your pet? How did you acquire your pet?	16yrs. She was found on the street late one night with a hand basket stuck on her head. She is named after the most famous baby found in a basket, Moses.
What activities does your pet like to do?	Moses likes to go on walks and smell the flowers
Does your pet have all required licenses?	Yes
Nominated April 21, 2026	

City of Signal Hill Pet of the Month May 2026

What is your Pet's name?	Jellybean
Does your pet have a nick name?	Jellybean
Are you a Signal Hill resident?	Yes
What type of animal/breed is your pet?	Leonberger
What makes your pet special?	She is a gentle giant. She weights 130 and love everyone
How long have you had your pet? How did you acquire your pet?	She is 6 years old. From a breeder in Sacramento d
What activities does your pet like to do?	Short walks, loves the snow and hates the water. She loves treats and tricks
Does your pet have all required licenses?	Yes
Nominated April 25, 2026	



STAFF REPORT

5/20/2026

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 April 14, 2026, City Council Meeting:

- Mayor Hansen presented a Proclamation recognizing the City's volunteers.
- Mayor Hansen presented a Proclamation recognizing the Dispatchers/Jailers in honor of National Public Safety Telecommunications Week.

- Mayor Hansen presented a Proclamation to the Community Development Department in honor of Arbor Day.
- Mayor Hansen presented a Proclamation to Public Works Department staff in recognition of their leadership and dedication during the renovation of City Hall.
- Mayor Hansen, Council Member Woods, and Council Member Jones presented and received a proclamation on behalf of the City, recognizing the first Jessie Nelson Day of Remembrance.
- City Council approved the Exclusive Negotiation Agreement (ENA) between the City of Signal Hill and Red Mountain Group for the development of the Cherry Site and further authorized the City Manager to execute the ENA.

At the April 28, 2026, City Council Meeting:

- Long Beach Animal Care Services staff provided a presentation.
- Ian Bridges took the Oath of Office for the Sergeant position, administered by Police Chief Brad Kenneally.
- City Council approved the award of contract to Chandler Asset Management Incorporated for Investment Management and Advisory Services.
- City Council approved Lisa Wong, David Perzynski and Jessica Senzer as Community Member Appointments to the Sustainable City Committee.
- City Council directed City staff to draft a Naming Rights Policy.

At the May 12, 2026 City Council Meeting:

- The Public Works Department staff were recognized with a proclamation for Public Works Week.
- The Police Department staff were recognized in honor of National Police Week.
- The Parks, Recreation, and Library Services staff presented upcoming programs to commemorate LGBTQ+ Pride Month.
- A Public Hearing introducing an ordinance granting a franchise to Zenith Energy West Coast Terminals LLC was held.
- A Public Hearing on AB 2561 Vacancy Rate Reporting was held.
- Proposed Updates to the Fee Waiver Request for Use of Facilities Policy were presented and approved by the City Council.

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. City staff and 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.

RECREATION DIVISION

Program	Number of Participants
Signal Hill Park Afterschool Recreation Club	
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	14 Enrolled
Co-Ed Youth Sports Program	
The Co-Ed Youth Sports Soccer season started on March 23, 2026, and concluded May 9, 2026.	
Eight Teams	80 Enrolled

COMMUNITY SERVICES DIVISION

Program	Number of Participants
Food Distribution Programs	
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	42 Seniors
Family Food Distribution Program	20 Families

Senior Social Club Programs	
This program is focused on providing engagement, enrichment, and socialization opportunities for adults aged 55 and older.	
Wellness Wednesday Programs	30 Participants
Traditional Games: Loteria, Bingo, Dominoes, Cards	20 Participants
Tai Chi	25 Participants
Tech Tuesday	15 Participants
Senior Excursion: Boysenberry Festival at Knotts Berry Farm	35 Participants
Tea & Paint: City Hall Painting	15 Participants

Ongoing Senior Programs	
Mondays	Tai Chi (2 nd and 4 th Monday of the month) Matinee Monday
Tuesdays	Traditional Games and Tech Tuesdays
Wednesdays	Wellness Wednesdays: Silver Sneakers, Meditation, Workshops

<u>Community Services Programs</u>	
Arts and Crafts	15 Participants
Master Zumba in the Park	15 Participants
Yoga in the Park (2 nd and 4 th Wednesday of the month)	8 Participants
Creative Writing Workshop	4 Participants
Rec Express	50 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.	
<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.	
April 18	62 Pets

<u>Spring Fest Volunteers</u>	
Spring Fest Volunteers	12 Volunteers
<u>Volunteer Programs</u>	
April Admin Volunteers	3 Volunteers
Volunteer Hours for April 2026	59 Hours
<u>Volunteer Recognition Dinner</u>	
Attendees	56 Volunteers
Total 2025 Volunteers	83 Volunteers

Facility Rentals:	Resident	Non-Resident	Non-Profit	School	Total
Discovery Well Park Picnic Shelters	1	0	0	0	1
Hilltop Park Picnic Shelter	0	1	0	0	1
Reservoir Park Picnic Shelter	1	2	0	0	3
Signal Hill Park Picnic Shelters	1	1	0	0	2
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
TOTAL					10

Rental Revenue	January–April 2026
Facility Rental Revenue	\$6,801.84
Total Facility Fees Waived	\$1,108.00

LIBRARY SERVICES DIVISION

Library Services	Number of Participants
Circulation: Total number of items checked out from the library that are in circulation.	
Circulation of Library Items	4,314 Items
Library Visits	8,565 Visits
Library Website Visits	788 Visits
Library Wi-Fi Connections	2,160 Connections
Resident Library Card Registration	42 Library Card Registrations
Non-Resident Library Card Registration	226 Library Card Registrations
Inter Library Loan	
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	41 Items Borrowed
Inter Library Loan Service Loaned Out	10 Items Loaned Out

Electronic Resources	Number of Participants
Freegal Music Subscription+	22 Active Users, 263 songs streamed
Kanopy Movie Streaming Subscription	12 New Users, 5,040 minutes streamed
Beanstack Subscription	2 New Active Users, 1,000 total minutes read

<u>Library Programs</u>	<u>Number of Participants</u>
Study Rooms Reservations	141 Reservations
Story Time	268 Children, 251 Adults
First Friday Book Club	9 Adults
Romance Book Club	5 Adults
Pageturners Book Club	3 Adults
Make It! Program	3 Children, 2 Adults
Senior Dancing for Health	29 Adults
BARK: Read to Dogs	10 Children, 8 Adults
Signal Hill Public Library Crochet Club	1 Adult
Jewel Box Children's Theater Workshop	4 Children, 2 Adults
Library Tutoring Program	102 Children
Zumba at the Library	81 Adults
Mindful Moments: Breathwork	4 Adults
Pass the Sticks	1 Child, 1 Adult
History on the Hill: Signal Tribune	6 Adults
National Library Week: Poetry Open Mic	8 Adults
National Library Week: Model Cars	15 Children, 10 Adults
National Library Week: Plant & Seed Swap	11 Children, 27 Adults
National Library Week: International Book Day Author Talk	4 Children, 6 Adults
National Library Week: Working Together Storytime	36 Children, 30 Adults
National Library Week: Long Beach Gems & Mineral Society Workshop	9 Children, 8 Adults
Restorative Sound Bath Session	13 Adults
Tribute to Jessie Nelson Trivia Night	15 Adults

Ongoing Library Programs	
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 rd Thursday: Romance Book Club
Fridays	Preschool Story Time 1 st Friday: Book Club 2 nd Friday: Make It! 3 rd Friday: Crochet Club
Saturdays	Khmer Story Time 2 nd Saturday: Pageturners Book Club 3 rd Saturday: Photography Open Studio 3 rd Saturday: Jewel Box Children's Theater Workshop

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

Upcoming Programs	
May 21	Rec Express Pop-up at Hilltop Park Romance Book Club Senior Dancing for Health
May 22	Spring Mini Concert: Roni Yohanan - Harvey Milk Day Commemoration
May 23	Mera Dance Troupe Workshop
May 26	Senior Social Club Tech Tuesday
May 27	Senior Social Club Wellness Wednesday Meditation Seoul Spotlight
May 28	Yoga at Reservoir Park
May 29	Mini Spring Concert: Whitney Hernandez
May 30	Garden Workshop Isaku Kageyama Taiko Ensemble
June 1	Senior Social Club Silver Sneakers
June 2	LGBTQIA+ Book Club
June 4	Tutoring Program End-of-the-Year Ceremony

June 5	Intergenerational Trivia Night Spring Mini Concert: Kurt Hunter & Traci Hines
June 6	Master Zumba Small Space Gardening
June 8	Arts & Crafts
June 9	Senior Excursion: San Juan Capistrano
June 10	Last Day of ARC Program Pass the Sticks
June 11	FIFA WORLD Game ON! Yoga at Reservoir Park Senior Food Distribution
June 13	FIFA WORLD Game ON!
June 15	First Day of Signal Hill Day Camp Family Drum Circle FIFA WORLD Game ON! Movies in the Park Senior Social Club Tai Chi Summer Lunch Program Begins
June 17	Design Your Own Soccer Team Badge

Approved:

Yvette E. Aguilar



STAFF REPORT

5/20/2026

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:
**MARTHA BAEZ
RECREATION COORDINATOR**

SUBJECT:
**FEE WAIVER REQUEST FROM PROMONTORY WESTBLUFF SKYLINE ESTATES
HOMEOWNERS ASSOCIATION FOR FACILITY USE ON JUNE 18, 2026**

Summary:

The Parks and Recreation Commission will consider a waiver request from Promontory Westbluff Skyline Estates Homeowners Association (Promontory HOA), for facility fees to hold a board of director's meeting on Thursday, June 18, 2026, from 5:30 p.m. to 7:30 p.m. at the Signal Hill Public Library Learning Center.

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:

Staff recommends the Parks and Recreation Commission consider the request submitted by Promontory HOA request to waive facility fees for the use of the Library Learning Center for its board meeting on Thursday, June 18, 2026.

Fiscal Impact:

Staff estimate that the cost of the facility use fees is approximately \$180.00.

Background:

In September 2003, the City Council dedicated Discovery Well Park and approved Signal Hill HOAs to reserve the space at no charge two times per year, per HOA group as listed in the City Council minutes from July 8, 2003 (Attachment A). To date, the original recommendation from the City Council remains in place in the most recent version of the Parks, Recreation and Library Services Department policies from 2017:

“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.”

The Promontory HOA utilized their two “no fee” meetings on February 17, 2026, and April 23, 2026, and request additional consideration of a fee waiver for their board of director’s meeting at the Signal Hill Public Library Learning Center. Promontory HOA submitted a letter of intent, an Application for Use of Indoor Facility and proof of Non-Profit status (Attachment B).

Analysis:

In accordance with the City’s policy granting fee waivers for City facilities, the applicant must submit a waiver request and meet the general requirements and criteria established by the City of Signal Hill Policy 4.16 - Waiver of Fees for Facilities (Attachment C). The Waiver Policy requires the Commission to make the following findings prior to granting approval:

1. The group is currently registered as a non-profit organization with the California Secretary of State.
2. The group is considered “in good standing” with the City.
3. The event or activity proposed directly benefits the residents of Signal Hill.
4. The group is domiciled within Signal Hill.
5. The group has a membership of at least 51% Signal Hill residents or 51% Signal Hill business employees.

Staff have reviewed the criteria identified in the Waiver Policy and confirmed that Promontory HOA meets the requirements and criteria established by the City of Signal Hill Policy 4.16 - Waiver of Fees for City Facilities.

Staff estimates the total cost of the proposed fee waiver to be \$180.00 of facility use fees. The following table details the Facility Fee Description, Hourly Rate, and totals for each category:

FACILITY/FEE DESCRIPTION	RATE	HOURS	SUBTOTAL
Signal Hill Public Library Learning Center	\$72.00		
Thursday, June 18, 2026, 5:30 p.m. to 7:30 p.m.		2 Hours	\$144.00
SUBTOTAL			\$144.00
Application Fee	\$36.00		
SUBTOTAL			\$36.00
GRAND TOTAL			\$180.00

Staff recommends the Parks and Recreation Commission consider the fee waiver request for Promontory HOA board meeting on Thursday, June 18, 2026, from 5:30 p.m. to 7:30 p.m. at the Signal Hill Public Library Learning Center. The dates and times of the proposed meetings are scheduled during the Library's regular operating hours and do not necessitate additional staff hours for the rental of the room.

Approved:

Yvette E. Aguilar

Attachments:

- A. City Council Minutes from July 8, 2003
- B. Letter, Application & Proof of Non-Profit Status
- C. Waiver of Fees Policy

**A REGULAR MEETING
SIGNAL HILL CITY COUNCIL**

July 8, 2003
6:00 p.m.

A Regular Meeting of the Signal Hill City Council was held in the Council Chambers of City Hall on July 8, 2003.

CALL TO ORDER

Mayor Noll called the meeting to order for the City Council at 6:05 p.m.

ROLL CALL

PRESENT: MAYOR NOLL
VICE MAYOR WARD
COUNCIL MEMBER FORESTER
COUNCIL MEMBER WILSON

ABSENT: COUNCIL MEMBER HANSEN

COUNCIL RECESSES TO EXECUTIVE (CLOSED) SESSION AT 6:05 P.M.

The City Manager indicated the following items were to be discussed under Executive (Closed) Session.

- (1) Pursuant to Government Code Section 54956.9(b), pertaining to existing litigation regarding Cities of Arcadia, et al v. United States Environmental Protection Agency et al., Case No. C-02-5244-SBA.
- (2) Pursuant to Government Code Section 54956.9(a), to confer with legal counsel regarding pending litigation regarding the Monte Carlo Nightclub.
- (3) Pursuant to Government Code Section 54956.9(a), to confer with legal counsel regarding existing litigation pertaining to the following cases:
 - Shell Chemical Co., et al. v. County of Los Angeles, et al. – Case No. 00-1917 MRP (MANx)
 - Phillips Petroleum Co. et al. v. County of Los Angeles, et al. – Case No. 00-1938 MRP (MANx)
 - California Department of Toxic Substances Control et al. v. Commercial Realty Projects, Inc. Case No. 95-8773 MRP (MANx)
- (4) Pursuant to Government Code Section 54956.8 to enable the City Council to consider real property negotiations with Hilltop LLC and to give direction to its

negotiator regarding property known as Lots 6, 7 & 8, Block "M" of the Signal Hill Track. The City's real property negotiator will seek direction from the City regarding site prices, terms and conditions.

It was moved and seconded to recess to Executive (Closed) Session at 6:05 p.m.

The following vote resulted:

AYES: MAYOR NOLL
 VICE MAYOR WARD
 COUNCIL MEMBER FORESTER
 COUNCIL MEMBER WILSON

NOES: NONE

ABSENT: COUNCIL MEMBER HANSEN

ABSTAIN: NONE

The City Manager indicated any action taken during Executive (Closed) Session would be reported on during the regular portion of the meeting.

COUNCIL RECONVENES

Mayor Noll called the meeting back to order at 7:10 p.m.

PLEDGE OF ALLEGIANCE

Mayor Noll led the audience in the Pledge of Allegiance.

CLOSED SESSION REPORT

The City Attorney reported on discussion undertaken during Executive (Closed) Session. No action was taken.

PUBLIC BUSINESS FROM THE FLOOR

Denise Damrow, Signal Hill, announced the Concerts in the Park beginning July 9th in Signal Hill Park; Shakespeare by the Sea performing "Twelfth Night" at The Green on July 31st; Thursdays on The Green, a weekly Farmers' Market; and a Blood Drive on July 31st at the library.

Royce Rodeman, Signal Hill, spoke about rent control.

PRESENTATION(S)

MAYOR NOLL INTRODUCES RECENTLY HIRED RECREATION SPECIALIST PATRICIA QUAYE

Mayor Noll introduced recently hired Recreation Specialist Patricia Quaye.

MAYOR NOLL PRESENTS A PROCLAMATION RECOGNIZING JULY AS PARKS AND RECREATION MONTH

Mayor Noll presented a proclamation to Denise Damrow, Parks and Recreation Commissioner recognizing July as Parks and Recreation Month.

PUBLIC HEARING(S)

COUNCIL ACCEPTS TESTIMONY AND CLOSSES PUBLIC HEARING, REGARDING CONDITIONAL USE PERMIT 03-02, A REQUEST TO CONVERT SPECIAL BUSINESS PERMIT 00-01 TO A CONDITIONAL USE PERMIT TO OPERATE A BAR AND RESTAURANT WITH DANCING AND ENTERTAINMENT AT 1922 CHERRY AVENUE AND AN OFF-SITE PARKING LOT AT 2030 19TH STREET IN THE CR, COMMERCIAL RESIDENTIAL, ZONING DISTRICT, TO JULY 22, 2003

The City Clerk read the form of notice.

The Director of Community Development presented the staff report.

Mayor Noll opened the public hearing at 7:39 p.m. He invited anyone wishing to speak on this matter to come forward.

Richard C. Brizendine, attorney for Monte Carlo, Long Beach, spoke in favor of the Conditional Use Permit. Requested a continuance to discuss dismissal of pending lawsuit and to review the Conditions of Approval.

Daniel Camacho, Signal Hill, stated his concerns regarding the 18 and over nights.

Daniel Camacho, Sr., Signal Hill, reiterated what his son stated regarding the 18 and over nights.

There being no further testimony, Mayor Noll closed the public hearing at 7:46 p.m.

It was moved by Council Member Wilson, and seconded by Vice Mayor Ward to close the public hearing and continue the consideration of the Conditional Use Permit until the next Council meeting of July 22, 2003.

The following vote resulted:

AYES: MAYOR NOLL
VICE MAYOR WARD
COUNCIL MEMBER FORESTER
COUNCIL MEMBER WILSON

NOES: NONE

ABSENT: COUNCIL MEMBER HANSEN

ABSTAIN: NONE

COUNCIL ADOPTS RESOLUTION NO. 2003-07-5320, APPROVING NEGATIVE DECLARATION NO. 5/13/03(1), RELATIVE TO AN URGENCY INTERIM ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, ESTABLISHING RULES AND REGULATIONS FOR ADULT ORIENTED BUSINESSES AND DECLARING THE URGENCY THEREOF; AND ADOPTS URGENCY ORDINANCE NO. 2003-07-1320; ESTABLISHING RULES AND REGULATIONS FOR ADULT ORIENTED BUSINESS AND DECLARING THE URGENCY THEREOF

The City Clerk read the form of notice.

The Director of Community Development presented the staff report.

Mayor Noll opened the public hearing at 7:53 p.m. He invited anyone wishing to speak on this matter to come forward. There being none, Mayor Noll closed the public hearing at 7:53 p.m.

The City Attorney read title of Resolution No. 2003-07-5320, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING NEGATIVE DECLARATION NO. 5/13/03(1), RELATIVE TO AN URGENCY INTERIM ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, ESTABLISHING RULES AND REGULATIONS FOR ADULT ORIENTED BUSINESSES AND DECLARING THE URGENCY THEREOF

It was moved by Council Member Wilson, and seconded by Vice Mayor Ward to waive further reading and adopt Resolution No. 2003-07-5320.

The following vote resulted:

AYES: MAYOR NOLL
VICE MAYOR WARD
COUNCIL MEMBER FORESTER
COUNCIL MEMBER WILSON

NOES: NONE

ABSENT: COUNCIL MEMBER HANSEN

ABSTAIN: NONE

The City Attorney read title of Urgency Ordinance No. 2003-07-1320, entitled:

AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE
CITY OF SIGNAL HILL, CALIFORNIA, ESTABLISHING RULES
AND REGULATIONS FOR ADULT ORIENTED BUSINESSES
AND DECLARING THE URGENCY THEREOF

It was moved by Council Member Wilson, and seconded by Vice Mayor Ward to waive further reading and adopt Urgency Ordinance No. 2003-07-1320.

The following vote resulted:

AYES: MAYOR NOLL
VICE MAYOR WARD
COUNCIL MEMBER FORESTER
COUNCIL MEMBER WILSON

NOES: NONE

ABSENT: COUNCIL MEMBER HANSEN

ABSTAIN: NONE

CITY MANAGER'S REPORTS

COUNCIL HOLDS A PUBLIC DISCUSSION ON VIEW PROTECTION, LEGAL ENFORCEMENT AND MORATORIUM ISSUES

The City Manager presented the staff report.

Mayor Noll opened the floor for discussion at 8:10 p.m.

Mary Oliphant, Signal Hill, stated she understands the process much better now.

Mel Pinkham, Signal Hill, stated he appreciates what the City has done, but will keep a watch on what happens next.

Ed Fajardo, Signal Hill, stated he felt view protection ordinance favors existing residents.

Jerry Gross, Long Beach, stated he was a prospective homebuilder, supporting the existing ordinance.

Danny Ray, Signal Hill, stated he was against the moratorium.

Dorothy Odenheimer, Signal Hill, stated she was willing to work with the City on a compromise instead of a moratorium.

Mike Foley, Signal Hill, owns a project at 2230 Molino Ave., supports existing system and is against the moratorium request.

Peggy Owen, Signal Hill, stated her concerns with the Council's interpretation of the view protection ordinance.

Louis Dare, Signal Hill, stated he felt the existing ordinance is very clear on view protection, it just needs to be followed.

Scott Wilcox, Signal Hill, commented on the impacts to the hilltop area.

Thien Ta, Signal Hill, stated he owns the lot next to Mike Foley and is against any moratorium.

Robert Lee, Long Beach, stated he was opposed to the moratorium concept.

John Rees, Torrance, stated he opposed the moratorium.

Jody Weikal, Signal Hill, suggested there are different ways to deal with hilltop view issues.

Tom Shollin, Hilltop, LLC, Signal Hill, stated he was unable to contact some of the people who had purchased property. He supports the workshop idea as a way to get the information out there about the view protection ordinance.

George Papadakis, Long Beach, stated he was opposed to the moratorium and supported the workshop concept.

Kim Emery, Signal Hill, opposed to the moratorium, but was in support of the workshop concept.

Jay Feinberg, Signal Hill, stated he was representing owners of 2055-75 Freeman Avenue, and that he felt the existing procedures work.

Gloria Marin, Long Beach, representing the Renaissance Group, commented on the lack of notice for this issue, stated she was opposed to the moratorium.

Richard Corrington, Signal Hill, stated the construction on the Q lots was impacting his property and that he had filed a complaint with the EPA regarding soil issues.

Loren Miller, Long Beach, stated he felt the Planning Department did a comprehensive job when working with prospective builders.

Bill Meyer, Torrance, stated he was opposed to the moratorium.

Mayor Noll closed the floor to comments at 8:50 p.m. He then thanked everyone for their comments.

Council Member Wilson thanked everyone for their comments and stated he feels the process works, balancing protection of existing views with new development.

Vice Mayor Ward stated she was against any kind of moratorium and supports having a community workshop.

Council Member Forester stated he was also against a moratorium and it was his belief that the Planning Commission process works. He also supports a community workshop.

Mayor Noll agreed the Planning Commission process works and that he fully supports a community workshop to address these issues.

It was moved by Vice Mayor Ward, and seconded by Council Member Forester to hold a joint Community Workshop with the Planning Commission on July 29th in the Community Center at 6:30 p.m. to discuss view protection issues.

The following vote resulted:

AYES: MAYOR NOLL
 VICE MAYOR WARD
 COUNCIL MEMBER FORESTER
 COUNCIL MEMBER WILSON

NOES: NONE

ABSENT: COUNCIL MEMBER HANSEN

ABSTAIN: NONE

CHAIR WILSON CALLS THE REDEVELOPMENT AGENCY TO ORDER FOR A JOINT DISCUSSION

Chair Wilson called the Redevelopment Agency to order at 9:17 p.m.

CHAIR NOLL CALLS THE PUBLIC FINANCING AUTHORITY TO ORDER FOR A JOINT DISCUSSION

Chair Noll called the Public Financing Authority to order at 9:17 p.m.

COUNCIL ADOPTS RESOLUTION NO. 2003-07-5321, APPROVING THE ISSUANCE BY THE SIGNAL HILL REDEVELOPMENT AGENCY OF ITS NOT TO EXCEED \$56,000,000 AGGREGATE PRINCIPAL AMOUNT OF SIGNAL HILL REDEVELOPMENT PROJECT NO. 1, 2003 TAX ALLOCATION BONDS IN TWO SERIES AND TAKING CERTAIN OTHER ACTIONS AND PROVIDING FOR OTHER MATTERS PROPERLY RELATING THERETO

REDEVELOPMENT AGENCY ADOPTS RESOLUTION NO. 2003-07-362, AUTHORIZING ISSUANCE OF NOT TO EXCEED \$56,000,000 AGGREGATE PRINCIPAL AMOUNT OF SIGNAL HILL REDEVELOPMENT PROJECT NO. 1, 2003 TAX ALLOCATION BONDS, IN TWO SERIES APPROVING, AUTHORIZING AND DIRECTING EXECUTION OF FIRST SUPPLEMENT AND SECOND SUPPLEMENT TO INDENTURE OF TRUST RELATING THERETO, AUTHORIZING SALE OF SUCH BONDS, APPROVING AN OFFICIAL STATEMENT, AND AUTHORIZING CERTAIN OTHER OFFICIAL ACTIONS AND PROVIDING FOR OTHER MATTERS PROPERLY RELATING THERETO

PUBLIC FINANCING AUTHORITY ADOPTS RESOLUTION NO. 2003-07-02, AUTHORIZING THE PURCHASE AND SALE OF SIGNAL HILL REDEVELOPMENT AGENCY PROJECT NO. 1, 2003 TAX ALLOCATION PARITY REFUNDING BONDS, SERIES A, AND 2003 TAXABLE TAX ALLOCATION PARITY BONDS, SERIES B, UPON CERTAIN TERMS AND CONDITIONS, APPROVING DISTRIBUTION OF OFFICIAL STATEMENT RELATING THERETO, AND PROVIDING OTHER MATTERS PROPERLY RELATING THERETO

The Deputy City Manager and Suzanne Harrell from Harrell & Co. presented the staff report.

The City Attorney read title of Resolution No. 2003-07-5321, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING THE ISSUANCE BY THE SIGNAL HILL REDEVELOPMENT AGENCY OF ITS NOT TO EXCEED \$56,000,000 AGGREGATE PRINCIPAL AMOUNT OF SIGNAL HILL REDEVELOPMENT PROJECT NO. 1, 2003 TAX ALLOCATION BONDS IN TWO SERIES AND TAKING CERTAIN OTHER ACTIONS AND PROVIDING FOR OTHER MATTERS PROPERLY RELATING THERETO

It was moved by Council Member Forester and seconded by Council Member Wilson to waive further reading and adopt Resolution No. 2003-07-5321.

The following vote resulted:

AYES: MAYOR NOLL
 VICE MAYOR WARD
 COUNCIL MEMBER FORESTER
 COUNCIL MEMBER WILSON

NOES: NONE

ABSENT: COUNCIL MEMBER HANSEN

ABSTAIN: NONE

The Agency Counsel read title of Resolution No. 2003-07-362, entitled:

A RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING ISSUANCE OF NOT TO EXCEED \$56,000,000 AGGREGATE PRINCIPAL AMOUNT OF SIGNAL HILL REDEVELOPMENT PROJECT NO. 1, 2003 TAX ALLOCATION BONDS, IN TWO SERIES APPROVING, AUTHORIZING AND DIRECTING EXECUTION OF FIRST SUPPLEMENT AND SECOND SUPPLEMENT TO INDENTURE OF TRUST RELATING THERETO, AUTHORIZING SALE OF SUCH BONDS, APPROVING AN OFFICIAL STATEMENT, AND AUTHORIZING CERTAIN OTHER OFFICIAL ACTIONS AND PROVIDING FOR OTHER MATTERS PROPERLY RELATING THERETO

It was moved by Mr. Noll, and seconded by Ms. Ward to waive further reading and adopt Resolution No. 2003-07-362.

The following vote resulted:

AYES: CHAIR WILSON
VICE-CHAIR FORESTER
MR. NOLL
MS. WARD

NOES: NONE

ABSENT: MS. HANSEN

ABSTAIN: NONE

The City Attorney read title of Resolution No. 2003-07-02, entitled:

A RESOLUTION OF THE SIGNAL HILL PUBLIC FINANCING AUTHORITY OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING THE PURCHASE AND SALE OF SIGNAL HILL REDEVELOPMENT AGENCY PROJECT NO. 1, 2003 TAX ALLOCATION PARITY REFUNDING BONDS, SERIES A, AND 2003 TAXABLE TAX ALLOCATION PARITY BONDS, SERIES B, UPON CERTAIN TERMS AND CONDITIONS, APPROVING DISTRIBUTION OF OFFICIAL STATEMENT RELATING THERETO, AND PROVIDING OTHER MATTERS PROPERLY RELATING THERETO

It was moved by Mr. Forester, and seconded by Mr. Wilson to waive further reading and adopt Resolution No. 2003-07-02.

The following vote resulted:

AYES: CHAIR NOLL
VICE CHAIR WARD
MR. FORESTER
MR. WILSON

NOES: NONE

ABSENT: MS. HANSEN

ABSTAIN: NONE

It was moved by Mr. Forester, and seconded by Mr. Wilson to adjourn the Public Financing Authority.

The following vote resulted:

AYES: CHAIR NOLL
VICE CHAIR WARD
MR. FORESTER
MR. WILSON

NOES: NONE

ABSENT: MS. HANSEN

ABSTAIN: NONE

Chair Noll adjourned the Public Financing Agency at 9:28 p.m.

CHAIR WILSON RECESSES THE REDEVELOPMENT AGENCY AT 9:28 P.M.

COUNCIL SELECTS SEPTEMBER 27, 2003, FROM NOON TO 2:30 P.M. FOR DISCOVERY WELL PARK DEDICATION; APPROVES THE HOURS OF OPERATION AS RECOMMENDED BY THE PARKS AND RECREATION COMMISSION WITH PARK GATES TO CLOSE AT 9 P.M.; AND APPROVES RENTAL USAGE OF FACILITIES TO BE LIMITED TO "RESIDENTS ONLY" FOR THE FIRST YEAR TO ALLOW FOR REVIEW OF PARKING AND FACILITY USAGE ISSUES

The Director of Community Services presented the staff report.

Denise Damrow, Parks & Recreation Commissioner, responded to questions.

It was decided to hold the Discovery Well Park dedication on September 27, 2003 from noon to 2:30 p.m. and approve the hours of operation as recommended by the Parks and Recreation Commission with park gates to close at 9 p.m.; and approve rental usage of facilities to be limited to "residents only" for the first year to allow for review of parking and facility usage issues, but limiting "no-fee" HOA meetings to two per year, per group. The Commission will review after three months and recommend revisions as appropriate.

COUNCIL APPROVES PARKS AND RECREATION COMMISSION RECOMMENDATIONS TO CLOSE THE SIGNAL HILL SKATE PARK AND DONATE THE EQUIPMENT TO THE CITY OF LONG BEACH PARKS, RECREATION AND MARINE DEPARTMENT

The Director of Community Services presented the staff report.

Council Member Wilson indicated he would be voting against this item, as he believes the City needs to have a skate park for the kids.

It was moved by Council Member Forester, and seconded by Vice Mayor Ward to approve the Parks and Recreation Commission's recommendation to close the Signal Hill Skate Park and donate the equipment to the City of Long Beach Parks, Recreation and Marine Department.

The following vote resulted:

AYES: MAYOR NOLL
 VICE MAYOR WARD
 COUNCIL MEMBER FORESTER

NOES: COUNCIL MEMBER WILSON

ABSENT: COUNCIL MEMBER HANSEN

ABSTAIN: NONE

COUNCIL APPROVES CONSENT CALENDAR ITEM NOS. 13 THROUGH 16 AND 18 THROUGH 20, EXCLUSIVE OF ITEM NO. 17

The following Consent Calendar items are expected to be routine and non-controversial. Items will be acted upon by the Council at one time, without discussion. Any item may be removed by a Council member or member of the audience for discussion.

The City Manager indicated the following items were listed on the Consent Calendar for Council approval:

(13) **Renewal of Permit to Use Space at Long Beach's Transmitter Facility in the City of Signal Hill**

Summary: The permit to use space at Long Beach's transmitter facility in the City of Signal Hill expired on February 28, 2003. We were notified in February by Long Beach that the previous permit was expiring, given a verbal quote as to our new monthly rate and told the new permit agreements would be forthcoming.

Recommendation: Approve the permit to use space at Long Beach's transmitter facility in the City of Signal Hill between the City of Long Beach and the City of Signal Hill commencing retroactively to March 1, 2003, through February 28, 2008, and authorize the Mayor to execute the permit.

(14) Signal Hill Sewerage Facilities Agreement with the Los Angeles County Sanitation District

Summary: The Los Angeles County Sanitation District has agreed to take ownership of the City's existing sewer facilities. An Agreement has been prepared to establish the terms and conditions of the sewer facility acquisition. Through this acquisition, the City will be relieved of sewer system maintenance and operation costs saving the City up to \$300,000 annually.

Recommendations: 1) Authorize the Mayor to execute an Agreement between the City of Signal Hill and County Sanitation District No. 29 of Los Angeles County, in a form approved by the City Attorney; and 2) Authorize the City Manager to execute Exhibits D (Bill of Sale) and E (Quitclaim Deed) of the Agreement.

(15) Settlement Agreement and Release Between the City of Signal Hill and Chevron Pipe Line Company

Summary: Pipeline removal is a component of the Spring Street Widening Project. The execution of a Settlement Agreement and Release with Chevron Pipe Line Company is needed to resolve easement related issues and establish the method of payment for removal of existing Chevron pipelines.

Recommendation: Authorize the City Manager to execute a Settlement Agreement and Release between the City of Signal Hill and Chevron Pipe Line Company in a form approved by the City Attorney.

(16) Approval of Final Tract Map No. 53228

Summary: Hilltop LLC, on behalf of the Signal Hill Company, is requesting approval of Final Tract Map No. 53228. This map covers the area known as Promontory West. Staff has determined that the final tract map substantially conforms to the approved tentative map and meets the City's conditions of approval required to receive final tract map approval.

Recommendation: Approve Final Tract Map No. 53228.

(17) Resolution Establishing Health Benefits

Summary: The City has recently been informed that all part-time employees who are enrolled in PERS may be eligible for health benefits through CalPERS. This resolution will define the employer contribution rate for health benefits for full-time employees and part-time employees.

Recommendation: Waive further reading and adopt a resolution repealing Resolution No. 2003-05-5297, and fixing the employer's contribution under the Public Employees' Medical and Hospital Care Act.

(18) Claim for Damages

Summary: The City has received a claim for damages from Richard Eugene Kohn.

Recommendation: Deny the claim of Richard Eugene Kohn.

(19) Warrant Register Dated July 8, 2003

Summary: The Warrant Register is a listing of all general checks issued since the prior warrant register and warrants to be released upon City Council approval.

Recommendation: Authorize payment of Warrant Register dated July 8, 2003.

(20) Minutes of the Following Meeting(s)

Regular Meeting of June 24, 2003.

Recommendation: Approve.

Item No. 17 was pulled by David Frick, Signal Hill, for discussion.

It was moved by Council Member Forester, and seconded by Council Member Wilson to approve Consent Calendar Item Nos. 13 through 16 and 18 through 20, exclusive of Item No. 17.

The following vote resulted:

AYES: MAYOR NOLL
 VICE MAYOR WARD
 COUNCIL MEMBER FORESTER
 COUNCIL MEMBER WILSON

NOES: NONE

ABSENT: COUNCIL MEMBER HANSEN

ABSTAIN: NONE

COUNCIL APPROVES CONSENT CALENDAR ITEM NO. 17 – RESOLUTION ESTABLISHING HEALTH BENEFITS

David Frick, Signal Hill, pulled this item, stating he felt it should have been listed under City Manager's Reports, as it impacts the City budget.

The City Manager presented the staff report.

The City Attorney read title of Resolution No. 2003-07-5322, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, REPEALING RESOLUTION NO. 2003-05-5297, AND FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT

It was moved by Council Member Forester and seconded by Vice Mayor Ward to waive further reading and adopt Resolution No. 2003-07-5322.

The following vote resulted:

AYES: MAYOR NOLL
VICE MAYOR WARD
COUNCIL MEMBER FORESTER
COUNCIL MEMBER WILSON

NOES: NONE

ABSENT: COUNCIL MEMBER HANSEN

ABSTAIN: NONE

COUNCIL NEW BUSINESS

Council Member Wilson requested a review of park operating hours for winter and summer.

Council Member Wilson asked for a status report on the installation of the illuminated crosswalk.

The Public Works Director responded to his questions.

PUBLIC BUSINESS FROM THE FLOOR

Shannon Murphy, Planning Commissioner, Signal Hill, stated she was disappointed in the Council's decision to remove the Skate Park from Signal Hill, stating she felt it wasn't promoted enough by Community Services.

Denise Damrow, Parks & Recreation Commissioner, Signal Hill, stated she also was disappointed the Skate Park was being removed.

ADJOURNMENT

It was moved by Vice Mayor Ward, and seconded by Council Member Forester to adjourn to a regular meeting on Tuesday, July 22, 2003, at 6 p.m., in the Council Chambers of City Hall, 2175 Cherry Avenue, Signal Hill, CA, 90755.

The following vote resulted:

AYES: MAYOR NOLL
VICE MAYOR WARD
COUNCIL MEMBER FORESTER
COUNCIL MEMBER WILSON

NOES: NONE

ABSENT: COUNCIL MEMBER HANSEN

ABSTAIN: NONE

Mayor Noll adjourned the meeting at 10:17 p.m.



Michael J. Noll
Mayor

Attest:



Kathleen L. Pacheco
City Clerk

Promontory Westbluff Skyline Estates

2300 Sea Ridge Drive Signal Hill California 90755
562 212.1370

12 May 2026

Ms. Alison Dobay
Parks, Recreation & Library Services Manager
City of Signal Hill
1800 E. Hill Street
Signal Hill, CA 90755

Alison:

I am writing to request use of the Library Learning Center for our HOA monthly meeting.

We would like to reserve the room on 6/18/26 from 5:30 pm - 7:30 pm. We anticipate approximately six people in attendance. We do understand that we must be finished and vacate the room by 8:00 pm.

If you have any questions, you can contact me at [REDACTED].

Please let me know as soon as possible if our request is approved.

Thanks.

[REDACTED]

Dennis Apodaca
Treasurer
Promontory Westbluff Skyline Estates
[REDACTED]

Attachment B

Library Community Room & Zinnia Courtyard Capacity: 80

Only available when the library is closed.

Available Rental Times: 5:00pm-10:00pm Wednesday, Friday, Saturday / 8:00am-10:00pm Sunday

Will food be served? Yes No (no red food/drink)

Will event be professionally catered? Yes No If yes, name of catering company _____

Will the event include musical entertainment? Yes No If yes, what type? Band DJ Radio Bluetooth Speaker

Library Learning Center (attach room set up diagram) Capacity: 35

Available Rental Times: 12:00pm-8:00pm Monday, Tuesday, & Thursday / 10:00am-5:00pm Wednesday, Friday, & Saturday
Closed on Sundays & Holidays

• Pre-packaged snacks and bottled drinks only

Signal Point Terrace (attach terrace set up diagram) Capacity: 160

Available Rental Times: 8:00am-8:00pm Monday – Sunday

Will food be served? Yes No (no red food/drink)

Will event be professionally catered? Yes No If yes, name of catering company _____

• Small serving kitchen included

Use of sound system? Yes No

*** Existing speaker for sound only & microphone use. No live music or DJ permitted on Signal Point Terrace.

EXPECTED ATTENDANCE: Adults 6 Children 0 Total Attendance 6

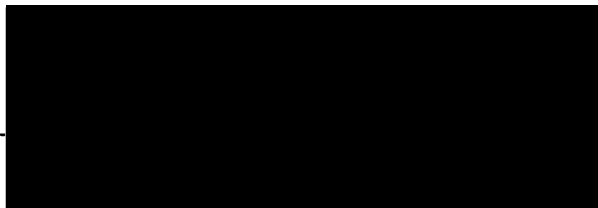
Is the public invited? Yes No

Will admission/donations be charged/accepted? Yes No

APPLICANT VERIFICATION

I, the undersigned, on behalf of the above named organization, do hereby agree to indemnify the City of Signal Hill, according to the attached indemnification form, and to abide and enforce the rules, regulations and policies governing the facility as set forth by the City of Signal Hill.

SIGNATURE OF APPLICANT: _____



DATE: 4/12/26

ARTICLES OF INCORPORATION

2512339



SECRETARY OF STATE

I, *Kevin Shelley*, Secretary of State of the State of California, hereby certify:

That the attached transcript of 2 page(s) has been compared with the record on file in this office, of which it purports to be a copy, and that it is full, true and correct.

IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this day of

APR 08 2003



Kevin Shelley
Secretary of State

ARTICLES OF INCORPORATION
PROMONTORY WESTBLUFF/SKYLINE ESTATES HOMEOWNERS
ASSOCIATION, INC.

I
NAME OF CORPORATION

The name of this corporation is PROMONTORY WESTBLUFF/SKYLINE ESTATES HOMEOWNERS ASSOCIATION, INC., a California nonprofit mutual benefit corporation (hereinafter called the "Association").

II
NONPROFIT CORPORATION

This corporation is a nonprofit Mutual Benefit Corporation organized under the Nonprofit Mutual Benefit Corporation Law. The purpose of this corporation is to engage in any lawful act or activity, other than credit union business, for which a corporation may be organized under such law.

III
PURPOSE AND POWERS OF THE ASSOCIATION

This corporation is an association formed to manage a common interest development under the Davis-Stirling Common Interest Development Act. The Association does not contemplate pecuniary gain or profit, direct or indirect to the members thereof, and the specific purposes for which it is formed are to provide for or assure the maintenance, preservation and architectural control of the Property subject to the Declaration of Covenants, Conditions and Restrictions, Promontory Westbluff/Skyline Estates Homeowners Association, including such additions thereto as may be hereafter brought within the jurisdiction of the Association, and to promote the health, safety and welfare of the Owners of the Property and any additions thereto as may hereafter be brought within the jurisdiction of this Association. For this purpose, the Association shall have the power and authority to:

- (a) Exercise all of the powers and privileges and perform all of the duties and obligations of the Association as set forth in the Declaration of Covenants, Conditions and Restrictions, hereinafter called the "Declaration", applicable to the Property and recorded or to be recorded in the Official Public Records of Los Angeles County, California, and as the same may be amended from time to time as therein provided, said Declaration being incorporated herein as if set forth in full and made a part hereof;
- (b) Fix, levy, collect and enforce payment by any lawful means, of all charges or assessments pursuant to the terms of the Declaration; to pay all expenses in connection therewith, including all office

ENDORSED - FILED
in the office of the Secretary of State
of the State of California

APR 04 2003

KEVIN SHELLEY
Secretary of State

expenses, licenses, taxes or governmental charges levied or imposed against property of the Association and all other expenses incident to the conduct of the business of the Association;

- (c) Acquire (by gift, purchase or otherwise), own, hold, improve, build upon, operate, maintain, convey, sell, lease, transfer, dedicate for public use or otherwise dispose of real or personal property in connection with the affairs of the Association; and
- (d) Have and exercise any and all powers, rights and privileges which a corporation organized under the Nonprofit Mutual Benefit Corporation Law may now, or later, have or exercise.

The above statement of purposes shall be construed as a statement of both purposes and powers. The purposes and powers stated in each of the clauses above shall not be limited or restricted by reference to, or inference from, the terms and provisions of any other such clause, but shall be broadly construed as independent purposes and powers.

IV PRINCIPAL OFFICE

The corporation has no business or corporate office. The nine-digit zip code of the common interest development is 90755-0000. The front street and the nearest cross street to the common interest development are Cherry Avenue and Hill Street.

V MANAGING AGENT

The corporation has no "managing agent" (as defined in Civil Code Section 1363.1).

VI AGENT FOR SERVICE OF PROCESS

The name and address in the State of California of this corporation's initial agent for service of process is: Robert W. Comstock, Comstock Homes, 321 12th Street, Manhattan Beach, California 90266

VII SPECIFIC PURPOSES

Notwithstanding any of the above statements of purposes and powers, this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the specific purposes of this corporation.

IN WITNESS WHEREOF, for the purposes of forming the Corporation under the laws of the State of California, the undersigned, constituting the sole incorporator of this Corporation, has executed these Articles of Incorporation this 31st day of March, 2003.



Jorgen L. Nielsen, Incorporator



City of Signal Hill Policy

Facility Use Permits – Indoor
4.9A

DATE: October 20, 2021

REVISION NO: 006

APPROVED: _____

DEPARTMENT:

Community Services

Reservation and Usage of Indoor Facilities

I. PURPOSE

This policy has been established to ensure that Signal Hill’s indoor facilities are utilized for recreational, cultural, educational, social and community service functions that meet the needs and interest of the community, through clear procedures, regulations, and rental fees regarding such uses. Exclusive use requires an advance reservation and is subject to fees and damage deposits.

II. INDOOR FACILITY POLICIES

Amplified/Live Music & Noise Levels

D.J.’s and amplified/live music are permitted within the Signal Hill Public Library Community Room, Zinnia Courtyard, Signal Hill Park Community Center, and Discovery Well Park Community Center only. D.J.’s or amplified/live music is not permitted during events held at the Signal Hill Public Library during normal operating hours nor on the Signal Point Terrace. Staff reserves the right to monitor and regulate all noise levels as to not disrupt other rental groups or residents. Rentals may be terminated and the group asked to vacate the premises, with no refund of fees or deposits at any time if the noise level is determined to be disruptive by any City staff member including the Signal Hill Police Department.

All noise must be kept at a reasonable sound level as stated in the Signal Hill Municipal Code Chapter 9.16. City staff on duty will determine if noise is deemed disturbing the peace, quiet, and comfort of the neighboring properties or other persons. If volume exceeds a reasonable level as dictated by staff, the deposit will be forfeited, and the event will be cancelled immediately.

Application

Patrons wishing to use an indoor facility must complete an *Application for Use of Indoor City Facilities*. Applications must be received a minimum of fifteen (15) business days prior to the requested date and will be accepted up to six (6) months in advance. A refundable damage deposit and a non-refundable fee are required at the time application is submitted. Full payment is due a minimum of ten (10) business days prior to the event date or the permit will be cancelled. All correspondence and communication will be sent to the applicant.

A set-up diagram must be submitted at least ten (10) business days prior to the event.

Attendance

Estimated attendance is required to determine the impact upon the facility and the number of staff that may be required to monitor the rental. Additional staff may be deemed necessary by the Community Services Director for groups of 50+ people at an hourly fee, per employee as listed in the City's Schedule of Service Fees and Charges.

Attendance also determines the ability to use a particular facility. The attendance number stated by the applicant should be the **maximum** amount of people anticipated during the rental at peak attendance. Violations of the attendance and occupancy levels will result in the loss of all fees and deposits; may cause termination of the rental due to overcrowding and safety violations; and could affect future ability to utilize City facilities.

Changes

Only the applicant may make changes to the permit. Changes must be made in writing. One date change per permit may be granted depending on availability. No changes to the rental may be made on the day of the event including any changes to the facility set up. Last-minute table and chair additions/changes are not permitted.

Decorations

Nails, staples, tacks, pins, or tape are not permitted. Decorations may not be placed on walls, glass, windows, or doors. Decorations cannot be hung or suspended from ceilings, drapes, or other City surfaces with "low stick" tape. All decorative materials must be flame retardant. Lit candles are not permitted. No rice, confetti, glitter, or birdseed may be used within or around the facility. Setting and removal of decorations must be done during the time frame of the permit.

Deliveries

Staff is not authorized to sign for or accept any deliveries. All deliveries must be accepted by someone involved with the activity within the reserved time.

Fees

Reservation requests for indoor facilities will include one thirty (30) minute site visit to view the room. Time spent for additional site visits will be charged per hour based on the fees in the *City's Schedule of Service Fees and Charges* and pending availability of a Community Services Department staff member. Additional site visits must be pre-arranged with City Staff.

Hours of Operation

Signal Hill Park Community Center is available by permit Monday through Thursday, between the hours of 8:00 a.m. – 10:00 p.m.; Friday, Saturday and Sunday, 8:00 a.m. – 11:00 p.m. Discovery Well Park Community Center is available by permit, Sunday through Saturday, between the hours of 8:00 a.m. - 10:00 p.m.. Signal Hill Public Library Signal Point Terrace is available by permit 8:00 a.m. – 10:00 p.m. Signal Hill Public Library Community Room is available by permit Monday – Thursday, 8:00 a.m. –

10:00 p.m.; Friday, Saturday and Sunday, 8:00 a.m. – 11:00 p.m. Zinnia Courtyard permits are only available after the Library's regularly scheduled business hours.

Times stated on the application must include time to decorate, set-up, conduct the event, and properly clean the facility. Clean up must begin and guests must leave the facility one hour before contract time ends. Applications are not accepted, nor are permits issued, on City recognized holidays, holiday weekends, or City-wide event dates.

The permittee must adhere to the time specified on the permit. Exceeding the time specified will result in the loss of the deposit.

Kitchen

The kitchen at Signal Hill Park Community Center, Library Community Room, Zinnia Courtyard and Library Terrace is included in the rental fee. The Library Community Room kitchen is included in the Zinnia Courtyard reservation. **A cleaning fee applies to all indoor facilities that include a kitchen.**

Groups need to bring their own utensils and paper goods. Trash liners will be provided by the City. Cooking is not permitted. Kitchens with an oven and stovetop are available for warming only. The griddle in the Signal Hill Park Community Center Kitchen may not be used. Groups are responsible for removing all food and supplies at the completion of the event. The facilities do not come supplied with utensils, and refrigerator space may be limited due to use by City Programs. An ice maker and a portion of the commercial refrigerator are available at the Signal Hill Park Community Center and the Signal Hill Point Terrace. All surfaces must be wiped clean at the end of each permit. No red colored beverages are allowed in any City indoor facility.

Caterer/Kitchen Rental Responsibilities

1. Warming trays, chafing dishes, and Sterno may all be used inside the facilities.
2. The facility DOES NOT provide any pots, serving dishes, or utensils.
3. Propane IS NOT allowed inside any facility. Any use of barbecues or propane in an outside area needs prior approval from the Director and the Los Angeles County Fire Department (LACoFD) Fire Marshall and may only be done in approved locations.
4. Kitchen clean-up. It is the Renter's responsibility to bring cleaning supplies for the following:
 - a. Wipe up all spills and drips from the countertops and cupboard fronts.
 - b. Wipe up all spills from the range top, inside the.
 - c. Remove all food from the refrigerator, freezer and dispose of it properly.
 - d. Dispose of all trash.
 - e. Clean all sinks.
 - f. Sweep floors.
 - g. The Renter must verify the cleanliness of the kitchen with the facility event staff prior to leaving the event.

Occupancy Levels

The City has set the following rental occupancy levels for the buildings and adjacent facilities:

- Signal Hill Park Community Center 100
- Discovery Well Park Community Center 35
- Signal Hill Public Library Community Room 70
- Signal Hill Public Library Learning Center 35
- Signal Hill Public Library Terrace 160
- Zinnia Courtyard 90

These levels were set by the Parks and Recreation Commission to accommodate parking, reduce impact on the parks, and to ensure enjoyment of the park by others. Violations of the occupancy levels or the monopolizing of adjacent park facilities to exceed occupancy levels (whether rented or not) constitute exclusive use of the area and are in violation of the intent of this policy. Violations of the occupancy levels will result in the loss of all fees and deposits; and could affect future ability to utilize city facilities. Maximum occupancy levels are dependent upon chairs and table set-up.

III. FACILITIES AVAILABLE

Signal Hill Public Library Terrace

No Children events or parties are permitted. No music during Library business hours. No DJ's or live music. Use of the existing microphones and sound system included with the Terrace must be turned off by 9:00 p.m. Sound cables will be provided and must be returned to staff at the end of the event.

Signal Hill Public Library Community Room

General Meeting Room. Groups must supply their own laptop computer and connection cables to connect with the room audio visual equipment. Laptops must have HDMI Input to connect with audio visual system. Technical support is not provided.

Signal Hill Public Library Pipeline Learning Center

Bottled drinks with caps and prepackaged snacks only. Groups must supply their own laptop computer and connection cables to connect with the room audio visual equipment. Laptops must have HDMI Input to connect with audio visual system. Technical support is not provided.

Signal Hill Public Library Zinnia Courtyard

Available individually or with the Library Community Room, when the Library is closed. Requests for rearranging existing furniture on the Zinnia Courtyard will be charged for the staff time spent to move the furniture (approximately 4 hours of staff time). Furniture cannot be moved out of the Courtyard.

Signal Hill Park Community Center

Use of the existing microphones, sound system, projection screen is included. Groups must bring their own projector, laptop, and all necessary connection cables. Technical support is not provided.

Discovery Well Park Community Center

General Meeting Room. Room includes small refrigerator and microwave with counter space.

IV. EXCEPTIONS

There shall be no exceptions to this policy unless authorized by the Parks and Recreation Commission.



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

STAFF REPORT

5/20/2026

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:
IN THE NEWS

Summary:

Articles compiled by staff that may be of interest to the Parks and Recreation Commission (Attachment A).

Recommendation:

Receive and file.

Approved:

Yvette E. Aguilar

Designing Belonging

PHOTO COURTESY OF ANDREW ALLOMONO

Loveland, Colorado, built a universal access playground and park at Willow Bend Park and Natural Area with input from disability advocates and local families.



How universal access lives at the heart of Loveland, Colorado's new park

By Will Coleman

When City of Loveland, Colorado, set out to build its first universal access playground and park, the goal was a true destination where people of all ages and abilities could participate in play, movement and community life side by side.

Located along the East Big Thompson Trail and adjacent to preserved open space, [Willow Bend Park and Natural Area](#) is a landscape shaped with deep intention, informed directly by disability advocates and local families, and rooted in the belief that access for all is not an optional feature, but rather an imperative to facilitate the highest levels of usability.

Across the country, communities are reconsidering what it means for parks to be welcoming to all. Willow Bend reflects Loveland’s leadership in that shift: an investment not simply in accessible equipment, but also in the shared experiences that create belonging. For the Dig Studio team, it was an opportunity to help translate those values into physical form, and to rethink what becomes possible when welcoming all is the starting point, not the end goal.

A Vision Years in the Making

The foundation for Willow Bend began long before our team sketched a single concept. Loveland’s 2014 Parks and Recreation Master Plan identified a deficiency in parkland in the rapidly developing southeast quadrant of the city, as well as a

strong community desire for increased adaptive and accessible play opportunities. In response, Loveland purchased an 80-acre parcel of land in 2016 as a site for a new park and open space facility.

The vision for the project quickly evolved to include the city’s first universal access playground — one designed with the disability community in mind rather than one that was simply compliant with minimum accessibility standards. With the support of park and recreation staff and leadership and funding from the Land and Water Conservation Fund, Colorado Department of Transportation through its regional trail investment, the city’s capital funds, and the Open Lands and Trails program, the momentum was finally in place.

Their early concept sketches held promise: a community-hub play-

ground, a multiuse sports field and trail connections into the natural area. But the site — a former alfalfa field with a broad, gentle grade — offered a canvas far richer than a flat playscape. We saw the opportunity to let landform itself shape the experience and support access in ways that would feel intuitive, adventurous and joyful.

Our charge became to design a park where people of all abilities could navigate independently, explore confidently and engage at their own level of comfort and challenge. To do that, we committed to two guiding principles:

1. Access had to extend far beyond the playground.
2. People with disabilities had to meaningfully shape the design.

Every major decision flowed from those commitments.



Willow Bend Park and Natural Area incorporates a universal access playground, a sports field and trail connections into the landscape, creating a cohesive play and recreation experience integrated with nature.

IMAGE COURTESY OF DIG STUDIO

Loveland involved parents, veterans, caregivers and people with disabilities in the planning process to prioritize belonging for all.

Designing With, Not For

City Councilor Andrea Samson, a passionate disability advocate and parent of a child with disabilities, helped us connect with Loveland's disability steering committee early in the process. We met with them repeatedly in small and conversational sessions, which became some of the most defining moments in the project.

Parents, veterans, caregivers and individuals with disabilities shared honest insights about what helps them feel welcomed, what causes frustration or discomfort, and what would make this park a place they could use with ease and joy. Their input fundamentally reshaped the project.

Here are a few insights that guided the design in powerful ways.

Establish quiet places to retreat — without leaving the action. Families emphasized the need for spots where children could step away from stimulation without losing sight of caregivers or peers. Their input inspired the sensory pod, a shaded, interactive retreat space that offers visual, tactile and auditory engagement at a gentler pace.

Create wider walkways for learning mobility. Parents described how children learning to use mobility devices often feel vulnerable when navigating narrow sidewalks. In response, we widened primary walkways and added gentle edge curbs in sloped areas, providing physical security without creating obstacles.

Use musical tones that will not harm sensitive listeners. A local veteran afflicted with a neurological injury from their time in the service shared how certain high-pitched notes can be physically painful. That single conversation changed our approach to musical play elements and pushed us to pri-



PHOTO COURTESY OF ANDREW ALLOWING

oritize tones and instruments that avoid triggering frequencies.

Adult changing tables are a lifeline. Multiple community members shared that the presence or absence of adult-sized changing tables determines whether they can visit a park at all. In response, the city approved custom restroom buildings with private individual restrooms, each equipped with an adult changing table, a first for Loveland and still rare for parks in the United States.

Listening not only reframed our design assumptions, but also changed the structure of engagement itself. Balancing broad outreach with quieter, more personal conversations ensured that the people most often marginalized in large community meetings could speak candidly about their experiences. As a result, the design grew not from wish lists, but from lived realities. These insights ultimately shaped the park's most defining features.

Sculpted Land Leads to Shared Adventure

A common misconception about welcoming parks is that they must be flat. One of Willow Bend's defining features, and the aspect



IMAGE COURTESY OF DIG STUDIO

families comment on most, is its sculpted topography.

We sculpted two large landforms, scaled like small hills, that frame the playground. These mounds provide a soft sense of containment without fencing and support a wide range of non-prescriptive play: rolling, climbing, exploring or simply observing the activity around them.

Accessible pathways wind gradually to the peaks, while more adventurous routes offer climbing, scrambling or rolling. From the top, a fully accessible bridge connects the two mounds, offering an elevated loop and a shared sense of accomplishment. A child using a mobility device may ascend the hillside path; a friend might climb an adjacent rope or scramble slope. Both arrive together, experiencing the same view and the same excitement.

Because the landforms carry so

much of the play value, they naturally support continuous play circuits, loops of movement and challenge that never force visitors into “accessible” versus “standard” options. Instead, the landscape offers shared opportunities for challenge, independence and joy.

Carved into the slopes are concrete slides of varying lengths and speeds, including one wide enough for an adult and child (or two adults) to ride together. Small platforms at the bottom of each slide allow individuals using mobility devices to transfer safely without blocking the path of travel — a detail requested directly by disability advocates.

Nearby, a roller slide expands the experience for children and adults with cochlear implants by preventing the static discharge common to plastic slides. At ground level, the play-

ground’s synthetic turf was an intentional choice to support ADA access, ease of movement and play safety. Woven into the surface is an abstract willow-branch pattern, whose raised “buds” become stepping stones, balance points, rolling mounds or places to pause. What reads as a graphic from above becomes terrain from a child’s point of view.

Together, these elements turn the landform into a living play system that encourages people to move, challenge themselves, share experiences and return often, each time discovering something new.

Where Play Meets Nature

Although the playground is the heart of the project, Willow Bend Park and Natural Area was designed as a full recreation and environmental experience.

An accessible path leads down from the play area to the East Big Thompson Trail and eventually to an accessible fishing pier. Along the way, small overlooks and seating pockets create natural pauses for visitors who may need rest or support while navigating grade changes.

At the bottom of the hill, a gateway plaza accommodates bus drop-offs and school groups and creates a natural staging space for field trips that link play with nature-based learning.

Throughout the natural area, sculptural seating and tactile materials create sensory-rich moments. A local chainsaw artist, Fay Bratten, affectionately known as “Chainsaw Mama,” carved several large wooden benches, including a beloved mountain lion, which provides both



Willow Bend Park and Natural Area was designed as a full recreation and environmental experience.

seating and imaginative play. This is particularly meaningful for visitors who are visually impaired.

Beyond the play area, the site transitions into restored native grasses and riparian zones. This shift is intentional. Instead of feeling like a playground placed beside nature, Willow Bend feels embedded within it. The landscape becomes part of the play experience rather than simply the backdrop for it.

Where Community Gathers

Access for all also means designing for the rhythms of daily life — the ways families, neighbors, teens and older adults use parks beyond play. As City of Loveland Planning Manager Bryan Harding noted at the grand opening of Willow Bend, “Willow Bend offers something for everybody.”

A thoughtful arrival experience was part of that commitment. The parking area uses a zero-curb condition that allows visitors to move seamlessly from their vehicle into the park without searching for designated ramps. Detectable warning surfaces and edge boundaries create a flush transition that feels intuitive for everyone, including visitors using mobility devices or pushing strollers.

Shaded seating areas, groves of young trees, open lawns and a multi-use sports field offer places for everything from quiet morning walks to youth practice to impromptu meetups. To provide meaningful shade from day one, long before new trees can mature, the design incorporates cost-effective shade sails. Working with the city, we developed a seasonal removal and reinstallation plan that balances comfort, durability and maintenance capacity.

The wide promenade is designed to flex throughout the year,

hosting markets, food trucks and cultural gatherings that help anchor community identity. Nearby, amphitheater-style seat steps create a casual gathering place for performances, school group orientations and everyday spectating. To avoid isolating people using mobility devices, the lowest row includes integrated cutouts so wheelchair users can sit shoulder to shoulder with friends and family rather than being positioned apart.

Together, these elements turn Willow Bend into a community hub where people stay longer than they planned, return more often than expected and participate in a shared rhythm of outdoor life.

Reflections for Other Communities

Every city approaches universal access design differently, and no two parks look the same. But Willow Bend offers a few reflections that may help communities undertaking their own universal design projects.

- **Access for all benefits everyone.** A park that is intuitive, comfortable and accessible serves not only people with disabilities, but also caregivers, grandparents, teens, toddlers and multigenerational families.
- **Topography is a powerful tool.** Shaped landforms can support challenge, containment, identity and shared achievement, often more affordably and with more play value than equipment alone.
- **Engagement must be designed with care.** Smaller and more personal conversations with the disability community surfaced insights we never would have gathered in large public forums alone. Meeting people where they are makes a tangible difference.
- **Partnership makes the work**


possible. This project required alignment across park and recreation staff, engineers, open space specialists, disability advocates council members and maintenance teams. Shared vision was essential.

A Park That Belongs to Everyone

Shortly after opening, Willow Bend was designated a national demonstration site for both play for all and promoting physical activity through PlayCore’s Play On program. QR codes placed around the playground invite visitors to share feedback in real time, giving the city ongoing insight into how the park is used and how future parks might evolve. The project was also recognized with a 2024 APA Colorado Honor Award for Advancing Diversity and Social Change, affirming the broader impact of the city’s vision.

But the true measure of Willow Bend’s impact is found in the everyday moments: a child reaching the top of the bridge at the same time as their sibling, each having taken different paths; a teenager pushing a friend’s wheelchair up the landform to enjoy the view together.

Willow Bend is not defined by one standout feature. It is defined by the accumulation of small and human-centered decisions, each made with care. It is a park designed for belonging.

Universal design is not a specialty — it is a responsibility. Willow Bend shows what becomes possible when that responsibility is embraced from the beginning and when a city commits to creating a place where everyone feels welcome. 

Will Coleman is Senior Associate at Dig Studio.



STAFF REPORT

5/20/2026

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:

Yvette E. Aguilar

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

Goal	Status	Timeline (if applicable)	Strategic Plan Goal(s)
Planning			
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&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
Policy			
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>	Ongoing	Fee Waiver Policy – February 18, 2026	Goal No. 2 Community Safety Goal No. 5 High-Functioning Government
Programs			
Provide recommendations for programming.	Ongoing	As appropriate, as funding is available.	Goal No. 5 High-Functioning Government
Capital Projects			
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&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.	Completed	April 15, 2026	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

5/20/2026

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 April 15, 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
April 15, 2026

A Regular Meeting of the Signal Hill Parks and Recreation Commission was held in-person in the Council Chamber on April 15, 2026.

(1) **CALL TO ORDER – 6:08 P.M.**

(2) **ROLL CALL**

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

ABSENT: NONE

(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. ANNUAL PARKS AND RECREATION COMMISSIONER PARK REPORTS

It was moved by VICE CHAIR KISS-LEE 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

b. PET OF THE MONTH NOMINATIONS

It was moved by COMMISSIONER ANHORN and seconded by COMMISSIONER DUTCH HUGHES, to vote London and Saint as the April Pets 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

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 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 VICE CHAIR KISS-LEE and seconded by COMMISSIONER ANHORN, 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 Gidwani announced the Signal Hill Rotary Club will have a walk.

Commissioner Dutch Hughes announced the Spring Bizconnect Expo on May 14th at The Grand.

Vice Chair Kiss-Lee announced the St. Anthony Spring Musical at Ernest Borgnine Theatre this weekend featuring Mary Poppins.

(9) ADJOURNMENT

It was moved by COMMISSIONER ANHORN 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, May 20, 2026, 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 7:48 p.m.

LINDA EDWARDS
CHAIR

Attest:

YVETTE E. AGUILAR
COMMISSION SECRETARY