



**MINUTES OF A REGULAR MEETING  
SIGNAL HILL CITY COUNCIL  
December 8, 2020**

A Regular Meeting of the Signal Hill City Council was held via video/teleconference on December 8, 2020 pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom.

**CALL TO ORDER – 6:01 P.M.**

**ROLL CALL**

PRESENT: MAYOR COPELAND  
COUNCIL MEMBER JONES  
COUNCIL MEMBER WILSON

ABSENT: VICE MAYOR HANSEN  
COUNCIL MEMBER WOODS

Vice Mayor Hansen and Council Member Woods entered after roll call at 6:01 p.m.

**CLOSED SESSION**

- a. A closed session was held pursuant to Government Code Section 54956.9(d)(1), conference with legal counsel regarding existing litigation. Number of cases: 1. Case Name: Mike Bubalo Construction Co., Inc. vs. City of Signal Hill, Los Angeles County Superior Court Case No: 20STCV43549.
- b. A closed session was held pursuant to Government Code Section 54956.9(d)(2), potential litigation in an undisclosed matter.

**PUBLIC BUSINESS FROM THE FLOOR ON CLOSED SESSION ITEMS**

There was no public business from the floor.

**RECESS TO CLOSED SESSION AT 6:03 P.M.**

**RECONVENE REGULAR MEETING AT 7:14 P.M.**

Mayor Copeland asked City Manager to provide meeting participation options.

City Manager provided meeting participation options.

**ROLL CALL**

PRESENT: MAYOR COPELAND  
VICE MAYOR HANSEN  
COUNCIL MEMBER JONES  
COUNCIL MEMBER WILSON  
COUNCIL MEMBER WOODS

ABSENT: NONE

**PLEDGE OF ALLEGIANCE**

Mayor Copeland led the audience in the Pledge of Allegiance.

**MAYOR'S ANNOUNCEMENT**

Mayor Copeland announced he will call upon Council Members, City Clerk, City Treasurer, and members of the public one-by-one for questions or comments and a roll call vote will be conducted for each agenda item for transparency and clarity.

**CLOSED SESSION REPORT**

Interim City Attorney reported there was no reportable action taken for closed session items.

**CITY MANAGER COMMENTED ON PUBLIC COMMENT PROCEDURE**

**PUBLIC BUSINESS FROM THE FLOOR ON ITEMS NOT LISTED ON THE AGENDA**

There was no public business from the floor.

**COMMUNITY ANNOUNCEMENTS**

Mayor Copeland made the following announcements:

Changes to Signal Hill water meter rates and water usage rates effective January 1, 2021 per Ordinance No. 2020-01-1512. Residents are encouraged to sign up for automatic bill payments, call (562) 989-7315 to get started.

Virtual kick-off meeting of the Diversity Coalition Committee on Wednesday, December 9 at 6:00 p.m. All residents and businesses are welcome and encouraged to participate. Visit the City's website to view the agenda.

Holiday Happiness Virtual Story Time with Vanessa Knowles on Wednesday, December 16 from 9:00 a.m. to 10:00 a.m. Call (562) 989-7323 for access information.

Virtual Menorah Lighting on December 10, 14, 15, 16, and 17 at 5:00 p.m. on Facebook Live to celebrate Chanukah.

Virtual Kinara Lighting on December 28, 29, and 30 at 5:00 p.m. on Facebook Live to celebrate Kwanzaa.

Brown Bag Food Distribution Program for low-income seniors (55 and over) and families in Signal Hill. Qualifying participants receive a supplementary bag of groceries every week. The program requires pre-authorization and space is limited. Call (562) 989-7330 for more information.

Council Member Wilson and City Manager discussed inviting Youth Leadership Institute to participate in the Diversity Coalition Committee kick-off meeting.

Vice Mayor Hansen asked for an announcement regarding Christmas tree collection.

City Manager stated she will look up Christmas tree collection information.

## **PRESENTATIONS**

- a. American University Health Sciences student pharmacists – Awais Mahmud, Carmella Delos Santos, Erikan Enyoung, and Mirna Sofia, made a presentation regarding the importance of the influenza vaccination.

Council Member Wilson asked questions regarding the presentation.

Mr. Mahmud addressed the questions posed by Council Member Wilson.

Mayor Copeland commented and thanked the student pharmacists for the presentation.

- b. Community Development Director made a presentation thanking participants of the Mayor's Clean-Up Event.

Mayor Copeland commented and thanked staff for organizing the event.

- c. Mayor Copeland presented a Certificate of Achievement for Excellence in Financial Reporting to Finance Director, in recognition of the City's Comprehensive Annual Financial Report.

Finance Director thanked the Finance Department for a job well done.

d. City Manager made a presentation about COVID-19-related community updates.

Council Member Wilson and City Clerk asked questions regarding the presentation.

City Manager addressed the questions posed by Council Member Wilson and City Clerk.

### **CERTIFICATION OF ELECTION RESULTS**

a. Resolution Certifying the Canvass of the November 3, 2020 General Municipal Election

City Manager introduced City Clerk who presented the staff report.

Mayor Copeland invited the public to comment on the agenda item.

Randy Hartshorn, Signal Hill resident, asked questions regarding the Election.

City Manager, City Clerk, Council Member Woods addressed the questions posed by Mr. Hartshorn.

City Council commented on the Election and thanked residents and staff.

It was moved by COUNCIL MEMBER JONES and seconded by COUNCIL MEMBER WOODS to waive further reading and adopt Resolution No. 2020-12-6595 reciting the fact of the General Municipal Election held on November 3, 2020, declaring the results and such other matters as provided by law.

Interim City Attorney read the title of Resolution No. 2020-12-6595, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, RECITING THE FACT OF THE GENERAL MUNICIPAL ELECTION HELD ON NOVEMBER 3, 2020, DECLARING THE RESULTS AND SUCH OTHER MATTERS AS PROVIDED BY LAW

The following vote resulted:

AYES:      MAYOR COPELAND  
                 VICE MAYOR HANSEN  
                 COUNCIL MEMBER JONES  
                 COUNCIL MEMBER WILSON  
                 COUNCIL MEMBER WOODS

NOES:      NONE

ABSENT:      NONE

ABSTAIN:      NONE

### **NEWLY ELECTED OFFICIALS TAKE OFFICE**

#### **a. Swearing-In of Newly Elected Officials**

City Manager introduced City Clerk who swore in newly elected Council Member Copeland, Council Member Wilson, and Council Member Woods.

### **CITY COUNCIL REORGANIZATION**

#### **a. City Council Reorganization**

City Manager commented on the reorganization procedure.

City Clerk declared nominations open for Mayor.

Council Member Jones nominated Council Member Wilson for Mayor.

Council Member Woods nominated Council Member Hansen for Mayor.

It was moved by Council Member Wilson to close the nominations.

Council Member Hansen and Council Member Wilson commented on their nomination as Mayor.

City Council discussed the reorganization.

City Council, City Clerk, and City Manager discussed roll call procedure.

City Clerk conducted a roll call vote alphabetically for the selection of Mayor.

The following vote resulted:

COUNCIL MEMBER COPELAND:	COUNCIL MEMBER WILSON
COUNCIL MEMBER HANSEN:	COUNCIL MEMBER HANSEN
COUNCIL MEMBER JONES:	COUNCIL MEMBER WILSON
COUNCIL MEMBER WILSON:	COUNCIL MEMBER WILSON
COUNCIL MEMBER WOODS:	COUNCIL MEMBER HANSEN

Council Member Wilson had the majority vote.

City Clerk declared Council Member Wilson as the new Mayor and turned the meeting over to Mayor Wilson to preside over the selection of Vice Mayor.

Mayor Wilson declared nominations open for Vice Mayor.

Council Member Copeland nominated Council Member Hansen for Vice Mayor.

Mayor Wilson nominated Council Member Jones for Vice Mayor and commented on the nomination.

City Council discussed the reorganization.

Council Member Woods nominated Council Member Hansen for Vice Mayor.

It was moved by Council Member Jones to close the nominations.

Council Member Hansen and Council Member Jones commented on their nomination as Vice Mayor.

City Council discussed the reorganization.

Mayor Wilson conducted a roll call vote alphabetically for the selection of Vice Mayor.

The following vote resulted:

COUNCIL MEMBER COPELAND:	COUNCIL MEMBER JONES
COUNCIL MEMBER HANSEN:	COUNCIL MEMBER HANSEN
COUNCIL MEMBER JONES:	COUNCIL MEMBER JONES
MAYOR WILSON:	COUNCIL MEMBER JONES
COUNCIL MEMBER WOODS:	COUNCIL MEMBER HANSEN

Council Member Jones had the majority vote.

Mayor Wilson declared Council Member Jones as the new Vice Mayor.

Vice Mayor Jones and Mayor Wilson commented on the reorganization.

Mayor Wilson read a proclamation on behalf of City Council to outgoing Mayor Copeland and certificates of recognition from State Senator Lena Gonzalez, Congressman Alan Lowenthal, Assemblymember Patrick O'Donnell, and Los Angeles County Supervisor Janice Hahn.

Council Member Copeland thanked his family, local leaders, and City Council, and commented on his mayoral term.

City Council recognized Council Member Copeland and commented on his mayoral term.

## **ORDINANCE**

- a. Second Reading and Adoption of Ordinance No. 2020-11-1515 of the City of Signal Hill Adding Chapter 3.13 to Title 3 of the Signal Hill Municipal Code Relating to the Establishment of a New Three Quarter Cent Per Dollar (0.75%) General Transactions and Use (Sales) Tax

City Manager presented the staff report.

Council Member Woods and Mayor Wilson asked questions regarding the ordinance.

City Manager addressed the questions posed by Council Member Woods and Mayor Wilson.

Mayor Wilson invited the public to comment on the agenda item.

There was no public comment.

Council Member Woods, Mayor Wilson, City Manager commented on the ordinance.

It was moved by COUNCIL MEMBER COPELAND and seconded by VICE MAYOR JONES to waive further reading and adopt Ordinance No. 2020-11-1515 adding Chapter 3.13 to Title 3 of the Signal Hill Municipal Code, relating to the establishment of a new three quarter cent per dollar (0.75%) general transactions and use (sales) tax.

Interim City Attorney read the title of Ordinance No. 2020-11-1515, entitled:

AN ORDINANCE OF THE CITY OF SIGNAL HILL, ADDING CHAPTER 3.13 TO TITLE 3 OF THE SIGNAL HILL MUNICIPAL CODE, RELATING TO THE ESTABLISHMENT OF A NEW THREE QUARTER CENT PER DOLLAR (0.75%) GENERAL TRANSACTIONS AND USE (SALES) TAX

The following vote resulted:

AYES:      MAYOR WILSON  
                 VICE MAYOR JONES  
                 COUNCIL MEMBER COPELAND  
                 COUNCIL MEMBER HANSEN  
                 COUNCIL MEMBER WOODS

NOES:      NONE

ABSENT:      NONE

ABSTAIN:      NONE

### **PUBLIC HEARING**

a. Zoning Ordinance Amendment 20-01 to Conditionally Allow Full Service Kitchens and Food Service in Alcoholic Beverage Manufacturing Facilities with Tasting Rooms and an Amendment to Conditional Use Permit 16-02 to Allow Ten Mile Brewing Company to Install a Full Service Kitchen at the Existing Brewery at 1136 E. Willow Street

City Clerk read the form of notice.

City Manager introduced Community Development Director who presented the staff report.

Mayor Wilson opened the public hearing at 9:36 p.m.

Mayor Wilson invited the public to speak in favor of or opposition to the ordinance and resolution.

Daniel Sundstrom, applicant and owner of Ten Mile Brewing Company, spoke in favor of the ordinance and resolution.

There was no additional testimony.

Mayor Wilson closed the public hearing at 9:39 p.m.

City Council commented and asked Mr. Sundstrom how people can support his business.

Mr. Sundstrom provided options and thanked City Council and Community Development Director for their support.

It was moved by COUNCIL MEMBER COPELAND and seconded by COUNCIL MEMBER WOODS to waive further reading and introduce Ordinance No. 2020-12-1516, approving Zoning Ordinance Amendment 20-01 revising Section 20.20.020 of the Signal Hill Municipal Code to conditionally permit full service kitchens and food service in alcoholic beverage manufacturing facilities with tasting rooms in the Commercial Industrial (CI), Light Industrial (LI), and General Industrial (GI) zoning districts.

Interim City Attorney read the title of Ordinance No. 2020-12-1516, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING ZONING ORDINANCE AMENDMENT 20-01 REVISING SECTION 20.20.020 OF THE SIGNAL HILL MUNICIPAL CODE TO CONDITIONALLY PERMIT FULL SERVICE KITCHENS AND FOOD SERVICE IN ALCOHOLIC BEVERAGE MANUFACTURING FACILITIES WITH TASTING ROOMS IN THE COMMERCIAL INDUSTRIAL (CI), LIGHT INDUSTRIAL (LI), AND GENERAL INDUSTRIAL (GI) ZONING DISTRICTS

The following vote resulted:

AYES:      MAYOR WILSON  
                 VICE MAYOR JONES  
                 COUNCIL MEMBER COPELAND  
                 COUNCIL MEMBER HANSEN  
                 COUNCIL MEMBER WOODS

NOES:      NONE

ABSENT:      NONE

ABSTAIN:      NONE

It was moved by COUNCIL MEMBER COPELAND and seconded by COUNCIL MEMBER WOODS to waive further reading and adopt Resolution No. 2020-12-6596 approving an amendment to Conditional Use Permit 16-02 to allow installation of a full service kitchen and food service at the existing ten mile brewing company at 1136 E. Willow Street in the Commercial Industrial (CI) zoning district.

Interim City Attorney read the title of Resolution No. 2020-12-6596, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING AN AMENDMENT TO CONDITIONAL USE PERMIT 16-02 TO ALLOW INSTALLATION OF A FULL SERVICE KITCHEN AND FOOD SERVICE AT THE EXISTING TEN MILE BREWING COMPANY AT 1136 E. WILLOW STREET IN THE COMMERCIAL INDUSTRIAL (CI) ZONING DISTRICT

The following vote resulted:

AYES:      MAYOR WILSON  
                 VICE MAYOR JONES  
                 COUNCIL MEMBER COPELAND  
                 COUNCIL MEMBER HANSEN  
                 COUNCIL MEMBER WOODS

NOES:      NONE

ABSENT:      NONE

ABSTAIN:      NONE

### **CITY MANAGER REPORTS**

a. Adoption of Residential Water Service Shut Off Policy for SB 998 Compliance and Amendment of Signal Hill Municipal Code Section 13.04.150

City Manager introduced Contracts Manager who presented the staff report.

City Council and City Clerk asked questions regarding the Policy.

Contracts Manager and City Manager addressed the questions posed by City Council and City Clerk.

Mayor Wilson invited the public to comment on the agenda item.

There was no public comment.

It was moved by COUNCIL MEMBER COPELAND and seconded by COUNCIL MEMBER WOODS to waive further reading and introduce Ordinance No. 2020-12-1517, amending Section 13.04.150 Subsection C of the Signal Hill Municipal Code, Bills-Payment-Delinquencies, to comply with Senate Bill 998 requirements.

Interim City Attorney read the title of Ordinance No. 2020-12-1517, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING SECTION 13.04.150 SUBSECTION C OF THE SIGNAL HILL MUNICIPAL CODE, BILLS-PAYMENT-DELINQUENCIES, TO COMPLY WITH SENATE BILL 998 REQUIREMENTS

The following vote resulted:

AYES:      MAYOR WILSON  
                VICE MAYOR JONES  
                COUNCIL MEMBER COPELAND  
                COUNCIL MEMBER HANSEN  
                COUNCIL MEMBER WOODS

NOES:      NONE

ABSENT:      NONE

ABSTAIN:      NONE

It was moved by COUNCIL MEMBER WOODS and seconded by COUNCIL MEMBER COPELAND to waive further reading and adopt Resolution No. 2020-12-6597 to establish guidelines and procedure for residential water discontinuation for non-payment.

Interim City Attorney read the title of Resolution No. 2020-12-6597, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, TO ESTABLISH GUIDELINES AND PROCEDURE FOR RESIDENTIAL WATER DISCONTINUATION FOR NON-PAYMENT

The following vote resulted:

AYES:      MAYOR WILSON  
                VICE MAYOR JONES  
                COUNCIL MEMBER COPELAND  
                COUNCIL MEMBER HANSEN  
                COUNCIL MEMBER WOODS

NOES:      NONE

ABSENT:      NONE

ABSTAIN:      NONE

b. Amendment No. 1 to Contract Services Agreement with BrightView Landscape Services, Inc. for Landscape Maintenance Services Within the Landscape and Lighting Maintenance District No. 1

Mayor Wilson recused himself and left the meeting at 10:04 p.m. due to a conflict of interest.

City Manager introduced Public Works Director who presented the staff report.

Vice Mayor Jones invited the public to comment on the agenda item.

There was no public comment.

It was moved by COUNCIL MEMBER WOODS and seconded by COUNCIL MEMBER COPELAND to authorize the City Manager to execute Amendment No. 1 to the Contract Services Agreement with BrightView for landscape maintenance services for the LLMD, in a form approved by the interim City Attorney. The amendment will extend the term by one year and increase the compensation by \$27,599, representing a thirty four percent (34%) reduction in cost for the additional term.

The following vote resulted:

AYES: VICE MAYOR JONES  
COUNCIL MEMBER COPELAND  
COUNCIL MEMBER HANSEN  
COUNCIL MEMBER WOODS

NOES: NONE

ABSENT: NONE

ABSTAIN: MAYOR WILSON

Mayor Wilson returned to the meeting at 10:10 p.m.

c. Amendment to Update the Hourly, Part-Time Salary Schedule

City Manager introduced Human Resources Manager who presented the staff report.

Mayor Wilson invited the public to comment on the agenda item.

There was no public comment.

It was moved by COUNCIL MEMBER WOODS and seconded by VICE MAYOR

JONES to waive further reading and adopt Resolution No. 2020-12-6598 amending salary ranges for hourly, part-time employees previously adopted by Resolution Number 2019-12-6449 to comply with the California Fair Wage Act of 2016 and repealing all prior resolutions.

Interim City Attorney read the title of Resolution No. 2020-12-6598, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING SALARY RANGES FOR HOURLY, PART-TIME EMPLOYEES PREVIOUSLY ADOPTED BY RESOLUTION NUMBER 2019-12-6449 TO COMPLY WITH THE CALIFORNIA FAIR WAGE ACT OF 2016 AND REPEALING ALL PRIOR RESOLUTIONS

The following vote resulted:

AYES:      MAYOR WILSON  
                 VICE MAYOR JONES  
                 COUNCIL MEMBER COPELAND  
                 COUNCIL MEMBER HANSEN  
                 COUNCIL MEMBER WOODS

NOES:      NONE

ABSENT:      NONE

ABSTAIN:      NONE

d. Measure R Implementation Items

City Manager presented the staff report.

Mayor Wilson invited the public to comment on the agenda item.

There was no public comment.

It was moved by COUNCIL MEMBER COPELAND and seconded by VICE MAYOR JONES to waive further reading and adopt Resolution No. 2020-12-6599, authorizing the City Manager to execute agreements with the California Department of Tax and Fee Administration for implementation of a local transactions and use tax; and waive further reading and adopt Resolution No. 2020-12-6600 authorizing the examination of transactions (sales) and use tax records.

Interim City Attorney read the title of Resolution No. 2020-12-6599, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENTS WITH THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION FOR IMPLEMENTATION OF A LOCAL TRANSACTIONS AND USE TAX

Interim City Attorney read the title of Resolution No. 2020-12-6600, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING THE EXAMINATION OF TRANSACTIONS (SALES) AND USE TAX RECORDS

The following vote resulted:

AYES:      MAYOR WILSON  
                 VICE MAYOR JONES  
                 COUNCIL MEMBER COPELAND  
                 COUNCIL MEMBER HANSEN  
                 COUNCIL MEMBER WOODS

NOES:      NONE

ABSENT:      NONE

ABSTAIN:      NONE

It was moved by COUNCIL MEMBER COPELAND and seconded by VICE MAYOR JONES to authorize the City Manager to enter into an Agreement with Hinderliter, de Llamas and Associates (HDL) for the provision of certain professional transactions tax audit and information consulting services for the new local transactions and use tax.

The following vote resulted:

AYES:      MAYOR WILSON  
                 VICE MAYOR JONES  
                 COUNCIL MEMBER COPELAND  
                 COUNCIL MEMBER HANSEN  
                 COUNCIL MEMBER WOODS

NOES:      NONE

ABSENT:      NONE

ABSTAIN:      NONE

e. Continuance of the Proclamation of the Existence of a Local Emergency in Response to COVID-19

City Manager presented the staff report.

Mayor Wilson invited the public to comment on the agenda item.

There was no public comment.

City Council commented and discussed COVID-19 and outdoor dining restrictions.

It was moved by COUNCIL MEMBER COPELAND and seconded by VICE MAYOR JONES to receive and file the report.

The following vote resulted:

AYES:      MAYOR WILSON  
                 VICE MAYOR JONES  
                 COUNCIL MEMBER COPELAND  
                 COUNCIL MEMBER HANSEN  
                 COUNCIL MEMBER WOODS

NOES:      NONE

ABSENT:      NONE

ABSTAIN:      NONE

## **CONSENT CALENDAR**

- a. Approval of a Memorandum of Understanding with the City of Long Beach for Cost Sharing of Street Improvements for the Temple Avenue Rehabilitation Project

Summary: The City of Signal Hill Public Works Department utilizes a Pavement Management Program (PMP) to evaluate the condition of arterial, collector, and local streets. The objective of the PMP is to provide cost-effective strategies to maintain a desirable level of pavement performance on a network scale, designed to optimize the expenditure of limited fiscal resources. The PMP is used to evaluate the conditional status of the pavement network and then provide a ranked list of all streets, or segments of streets, by condition within the network. Pursuant to the latest PMP, dated April 23, 2019, Temple Avenue was identified as the second worst street in the City of Signal Hill (Signal Hill) with a ranking of “poor to very poor”. To address the deficiency, on June 23, 2020, as part of the adopted and approved Fiscal Year 2020-21 Capital Improvement Project Budget, Council allocated \$398,519 for the rehabilitation of a portion of Temple Avenue within the City’s jurisdiction as part of a greater project led by the City of Long Beach (Long Beach). City Council will consider entering into a Memorandum of Understanding (MOU) with Long Beach for the Signal Hill portion of the work in a not-to-exceed amount of \$398,519.

Recommendation: Authorize the City Manager to execute all documents necessary to enter into an MOU, including any subsequent amendments, with Long Beach, for construction cost sharing for an amount not-to-exceed \$398,519 for street improvements within Signal Hill’s right-of-way on Temple Avenue between Obispo Avenue and Spring Street.

- b. Amendment No. 1 to Contract Services Agreement with Cyrun Inc.

Summary: The City Council will consider Amendment No. 1 to the Contract Services Agreement with Cyrun Inc. (Cyrun). Amendment No. 1 extends the term of the current contract by one year to provide support and maintenance to the Police Department’s Computer Aided Dispatch (CAD) and Records Management Systems (RMS).

Recommendation: Authorize the City Manager to execute Amendment No. 1 to the Contract Services Agreement between the City and Cyrun for support and maintenance of the Police Department’s CAD and RMS.

- c. Upgrade of Digital Citation Writers

Summary: Staff is seeking authorization to purchase replacement digital citation writer equipment and associated software for the Police Department.

Recommendation: Authorize the Police Department to purchase 11 iPad minis, with chargers and ruggedized cases; 10 MSA Systems Incorporated digital citation printers; and upgraded Crossroads digital citation software.

d. Second Amendments to Contract Services Agreements for Extension of Police Towing Services with Mr. C's Towing, Inc. and Kruger Towing, Inc.

Summary: Mr. C's Towing, Inc. and Kruger Towing, Inc. were both contracted to provide police towing services in 2012 after a competitive Request for Qualifications process. The proposed recommendations will extend the terms of the current contracts by five years.

Recommendations: 1. Authorize the City Manager to execute Amendment No. 2 to the Contract Services Agreement between the City and Mr. C's Towing, Inc. extending the term for five years, in a form approved by the City Attorney. 2. Authorize the City Manager to execute Amendment No. 2 to the Contract Services Agreement between the City and Kruger Towing, Inc. extending the term for five years, in a form approved by the City Attorney.

e. Amended Employment Agreement – City Manager

Summary: The City Council conducted its annual review of the City Manager and will consider an amendment to the Employment Agreement.

Recommendation: Approve the First Amendment to the Employment Agreement for City Manager, in a form approved by the City Attorney.

f. Schedule of Investments and Monthly Transaction Report

Summary: The Schedule of Investments is a listing of all surplus funds invested for both the City and the Successor Agency to the former Signal Hill Redevelopment Agency as of the date shown on the report. The monthly transaction report provides the changes in investments for the prior month.

Recommendation: Receive and file.

g. Warrant Register Dated December 8, 2020

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 December 8, 2020.

h. Minutes of the Following Meeting

Regular Meeting of November 10, 2020.

Recommendation: Approve.

Staff requested pulling Consent Calendar item (e) as a City Manager Report.

It was moved by COUNCIL MEMBER WOODS and seconded by COUNCIL MEMBER COPELAND to approve Consent Calendar items (a) through (d) and (f) through (h).

The following vote resulted:

AYES:      MAYOR WILSON  
                 VICE MAYOR JONES  
                 COUNCIL MEMBER COPELAND  
                 COUNCIL MEMBER HANSEN  
                 COUNCIL MEMBER WOODS

NOES:      NONE

ABSENT:      NONE

ABSTAIN:      NONE

### **CITY MANAGER REPORT**

#### **f. Amended Employment Agreement – City Manager**

Deputy City Manager presented the staff report.

Mayor Wilson invited the public to comment on the agenda item.

There was no public comment.

City Clerk thanked City Manager for her leadership.

It was moved by COUNCIL MEMBER WOODS and seconded by COUNCIL MEMBER COPELAND to approve the First Amendment to the Employment Agreement for City Manager, in a form approved by the City Attorney.

The following vote resulted:

AYES:      MAYOR WILSON  
                 VICE MAYOR JONES  
                 COUNCIL MEMBER COPELAND  
                 COUNCIL MEMBER HANSEN  
                 COUNCIL MEMBER WOODS

NOES:      NONE

ABSENT:      NONE

ABSTAIN:      NONE

City Council recognized City Manager for her achievements and leadership and expressed their appreciation.

### **COUNCIL AGENDA--NEW BUSINESS**

Council Member Copeland announced that he will be attending the City Selection Committee meeting on December 9, 2020, and Council Member Copeland and Mayor Wilson commented on City Selection Committee's election of South Coast Air Quality Management District Governing Board seat.

Council Member Hansen wished everyone happy holidays; thanked Community Services Department staff for organizing virtual holiday events; and commented on Christmas tree pickup and bulky item pickup.

Council Member Woods shared a photo of her newborn granddaughter; commented on promoting mental health support services; announced that she will be attending the Sanitation District Ad Hoc Committee on December 9, 2020; commented on street sweeping parking enforcement; and wished everyone happy holidays.

Vice Mayor Jones commented on his appointment to the League of California Cities Housing Community and Economic Development Committee and his application to the Joint Powers Insurance Authority Executive Board; reported his attendance at the 2020 International LGBTQ Leaders Conference; commended City employees for their hard work throughout the year; and invited Police Chief to announce Signal Hill Police Foundation's annual holiday toy drive.

Police Chief and Vice Mayor Jones commented on the toy drive details.

Vice Mayor Jones thanked the volunteers and invited Community Services Director to provide details regarding volunteer opportunities.

Community Services Director thanked the volunteers and provided volunteer opportunities.

Vice Mayor Jones wished everyone a safe and happy holiday season.

Mayor Wilson thanked Council Member Woods for the birthday card; commented on a *Signal Tribune* news article on the City Clerk; encouraged the public to shop local; wished everyone safe and happy holidays; and commented on promoting mental health support services.

City Clerk asked a question regarding the project at the corner of E. Willow Street and Orange Avenue; commented on her experience as Santa; commended Public Works staff; and wished everyone safe and happy holidays.

Mayor Wilson addressed the question posed by City Clerk.

## **ADJOURNMENT**

It was moved by COUNCIL MEMBER COPELAND and seconded by VICE MAYOR JONES to adjourn tonight's meeting to the next regular meeting of the Signal Hill City Council to be held on Tuesday, January 12, 2021, at 7:00 p.m. via video and teleconference. Instructions to participate in the meeting will be provided on the meeting agenda. There will be no regular meeting of the Signal Hill City Council on Tuesday, December 22, 2020.

The following vote resulted:

AYES:      MAYOR WILSON  
                 VICE MAYOR JONES  
                 COUNCIL MEMBER COPELAND  
                 COUNCIL MEMBER HANSEN  
                 COUNCIL MEMBER WOODS

NOES:      NONE

ABSENT:     NONE

ABSTAIN:    NONE

MAYOR WILSON adjourned the meeting at 11:07 p.m.

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EDWARD H.J. WILSON  
MAYOR

Attest:

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CARMEN R. BROOKS  
CITY CLERK