



CITY OF SIGNAL HILL

2175 Cherry Avenue ♦ Signal Hill, CA 90755-3799

THE CITY OF SIGNAL HILL
WELCOMES YOU TO A REGULAR
CITY COUNCIL MEETING
March 9, 2021

* * *GOVERNOR'S EXECUTIVE ORDER N-29-20* * *
* *RE: CORONAVIRUS COVID-19* *

**THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE
GOVERNOR'S EXECUTIVE ORDER WHICH SUSPENDS CERTAIN
REQUIREMENTS OF THE RALPH M. BROWN ACT AND WILL BE HELD VIA
VIDEO/TELECONFERENCE**

Meetings begin at 6:00 pm with the conduct of any business permitted to be conducted in closed session by the Brown Act (Government Code Section 54950, et seq.), if any, and with the public portion of the meeting beginning at 7:00 pm. There is a period for public comment on closed session matters at 6:00 pm prior to the closed session. In the event there is no business to be conducted in closed session, the regular meeting shall begin at 7:00 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.

In order to minimize the spread of the COVID-19 virus, this will be a virtual meeting.

To view or listen to the meeting live at 7:00 p.m.:

- City of Signal Hill website at www.cityofsignalhill.org, select the City Council Meetings Link from the home page.
- Charter Spectrum Channel 3 or Frontier FiOS Channel 38.
- Call (408) 638-0968 (audio only) and enter meeting ID: 881-4793-6648, press # when prompted to provide participant ID, and enter passcode: 374778. If you would like to make a public comment, please notify the meeting host by pressing *9 on the telephone keypad.

To view and participate (closed session at 6:00 p.m. and regular meeting at 7:00 p.m.):

- Visit <https://zoom.us/j/88147936648> on your desktop computer or laptop and enter passcode: 374778; or
- Visit www.zoom.us on your desktop computer or laptop, click on “Join a Meeting”, and enter meeting ID: 881-4793-6648 and passcode: 374778 when prompted; or
- Download the app from the app store if you are using a smart phone and enter meeting ID: 881-4793-6648 and passcode: 374778 when prompted.
- Please note that you will be placed in a “listen only” mode and your video feed will not be shared with the Council or public. If you would like to make a public comment, please notify the meeting host by raising your virtual hand (see hand icon at bottom of screen) and you will be invited to speak when the City Council is taking public comments. Please do not simultaneously use a microphone through Zoom and a cellphone/telephone. That combination results in audio problems for all participants.
- 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 City Clerk at cityclerk@cityofsignalhill.org not later than 5:00 p.m. on Tuesday, March 9 and your comment will be read into the record.
- The City is not responsible for meeting disruptions or technical difficulties; however, if you are disconnected, please repeat the steps above.

The City of Signal Hill thanks you in advance for taking all precautions to prevent spreading the COVID-19 virus.

City Council Members are compensated \$694.14 per month. City Clerk and City Treasurer are compensated \$421.20 per month.

(1) CALL TO ORDER – 6:00 P.M.

(2) ROLL CALL

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

(3) CLOSED SESSION

a. A closed session will be held pursuant to Government Code Section 54956.8, conference with real property negotiators.

Property: 3177 California Avenue, Signal Hill (Target site)

Agency negotiators: City Manager and interim City Attorney

Negotiating parties: City of Signal Hill and Signal Hill Petroleum

b. A closed session will be held pursuant to Government Code Section 54957, to conduct department head evaluations.

Titles: All Department Directors

- (4) PUBLIC BUSINESS FROM THE FLOOR ON CLOSED SESSION ITEMS
- (5) RECESS TO CLOSED SESSION
- (6) RECONVENE REGULAR MEETING – 7:00 P.M.
- (7) PLEDGE OF ALLEGIANCE
- (8) CLOSED SESSION REPORT
- (9) PUBLIC BUSINESS FROM THE FLOOR ON ITEMS NOT LISTED ON THIS AGENDA
- (10) COMMUNITY ANNOUNCEMENTS
- (11) PRESENTATIONS
 - a. Mayor Wilson will present a proclamation to Peggy Sanders, representative for the American Red Cross, in recognition of “March is Red Cross Month.”
 - b. American University Health Sciences student pharmacists will make a presentation regarding the COVID-19 vaccination.
 - c. City Manager will make a presentation about COVID-19-related community updates.
- (12) CITY MANAGER REPORTS
 - a. Senate Bill (SB) 1383 Compliance

Summary: The City is working diligently to comply with current organics recycling regulations and to develop programs to prepare for future compliance with SB 1383. Tonight the City Council will receive a presentation on “Solid Waste and Recycling in California” as well as consider formation of a Solid Waste Subcommittee to develop recommendations related to solid waste rates.

Recommendations: 1. Receive and file presentation on “Solid Waste and Recycling in California” as presented by staff from the League of California Cities and Public Works. 2. Identify two members of the City Council to sit on a Solid Waste Subcommittee to develop recommendations related to solid waste rates.

b. Schedule for Appointments to the Planning Commission, Parks and Recreation Commission, and Civil Service Commission

Summary: The City is currently seeking residents who are interested in serving on the Planning, Parks and Recreation, and Civil Service Commissions. The City Council will consider dates to conduct commissioner candidate interviews and appointments.

Recommendation: Approve the proposed recruitment schedule and select a date to conduct commissioner candidate interviews and appointments. The suggested date is the regular City Council Meeting of April 27, 2021. If the number of commission applicants is greater than ten (10), Council may wish to call a special meeting for Thursday, April 29, Monday, May 3, or Monday, May 10, 2021; or propose an alternative date to conduct interviews and appointments.

c. Annual Review of Institutional Permits

Summary: Chapter 8.16 of the Signal Hill Municipal Code requires an annual review of institutional permits by the City Council. There are four organizations that have applied for institutional permits for 2021: Cole Vocational Services, Courtyard Care Center, Dungarvin California, LLC, and Las Brisas Child Care Center.

Recommendation: Waive further reading and adopt a resolution approving the annual institutional permits for 2021 for Cole Vocational Services, Courtyard Care Center, Dungarvin California, LLC, and Las Brisas Child Care Center.

d. Resolution Adopting a List of Projects Funded by Senate Bill (SB) 1 – The Road Repair and Accountability Act for Fiscal Year 2021-22

Summary: The City Council will consider adopting a resolution to incorporate a list of projects funded by SB 1 – The Road Repair and Accountability Act for Fiscal Year 2021-22.

Recommendation: Waive further reading and adopt a resolution approving the list of projects for Fiscal Year 2021-22 to be funded by SB 1 – The Road Repair and Accountability Act.

e. COVID-19 Face Covering Awareness Campaign Cost Estimates

Summary: COVID-19 continues to spread throughout Los Angeles County. In an effort to slow the spread, the Los Angeles County Department of Public Health has mandated that all Los Angeles County residents wear a mask or cloth face covering when they leave their homes. To increase awareness surrounding face coverings, the City Council requested staff research and present cost estimates for a COVID-19 Face Covering Awareness Campaign.

Recommendation: Provide direction to staff regarding components of the COVID-19 Face Covering Awareness Campaign for implementation.

(13) CONSENT CALENDAR

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.

a. Amendment No. 3 to Contract Services Agreement for Extension of Custodial Maintenance Services with Commercial Building Management, Inc.

Summary: The City contracted with Commercial Building Management, Inc. (CBM), formerly known as Golden Touch Cleaning, for custodial maintenance services in 2017. The original agreement allows for the term to be extended for up to three additional one-year terms. Amendment No. 2 increased the contract term by one year. The proposed recommendation will exercise the option to extend the term of the current contract by two years and will request an additional two-month term be added to align the contract with the City's fiscal calendar, and will result in a new not-to-exceed contract amount of \$635,962.

Recommendation: Authorize the City Manager to execute Amendment No. 3 to the Contract Services Agreement with CBM for custodial maintenance services extending the term by two years and two months through June 30, 2023, and increasing the contract amount by \$287,322 for a new not-to-exceed contract amount of \$635,962.

b. Contract Services Agreement with Ralph Andersen & Associates for Human Resources Consulting Services to Conduct a Compensation Study

Summary: The City Council will consider approving a Contract Services Agreement with Ralph Andersen & Associates to conduct a city-wide compensation study. The executed agreement allows for a three-year term with two additional one-year extensions with a not-to-exceed amount of \$26,880.

Recommendation: Authorize the City Manager to enter into a Contract Services Agreement with Ralph Andersen & Associates for the City of Signal Hill Compensation Study, in the amount of \$26,880 for the 2021 city-wide compensation study of full-time and part-time classifications, subject to the interim City Attorney approval as to form.

c. Agreement for Professional Services – Human Health/Environmental Risk Assessment Review Services

Summary: The City requires professional services from the State of California Office of Environmental Health Hazard Assessment (OEHHA) for the review of

human health/ environmental risk assessments on an on-call basis. These reviews are part of the City's environmental review process.

Recommendation: Authorize the City Manager to enter into an Agreement for Professional Services – Human Health/Environmental Risk Assessment Review (On-call) with OEHHA for a term of two years and a not-to-exceed contract amount of \$20,000.

d. Amendment No. 2 to Contract Services Agreement for 401 (a) and 457(b) Plan Consultant and Investment Advisor Services

Summary: The City Council has contracted with Shuster Advisory Group, LLC, formerly SFG Retirement Plan Consulting, LLC, for investment advisor and fiduciary services related to the City's 401(a) and 457(b). Tonight the City Council will consider authorizing Amendment No. 2 to the Contract Services Agreement to extend the term for an additional three years through April 1, 2024.

Recommendation: Authorize the City Manager to execute Amendment No. 2 to the Contract Services Agreement between the City of Signal Hill and Shuster Advisory Group, LLC as the plan consultant, investment advisor and fiduciary of the City's 401(a) and 457(b) plans in a form approved by the interim City Attorney.

e. Warrant Register Dated March 9, 2021

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 March 9, 2021.

f. Minutes of the Following Meeting

Regular Meeting of February 23, 2021.

Recommendation: Approve.

(14) COUNCIL AGENDA--NEW BUSINESS

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

(15) ADJOURNMENT

Tonight's meeting will be adjourned to the next regular meeting of the Signal Hill City Council to be held on Tuesday, March 23, 2021, at 7:00 p.m. via video and teleconference. Instructions to participate in the meeting will be provided on the meeting agenda.

CITIZEN PARTICIPATION

Routine matters are handled most quickly and efficiently if contact is made with the City department directly concerned. However, if you would like to request that a matter be presented for City Council consideration, you may do so by 1) writing to the City Council or the City Manager, or 2) completing an Agenda Item Request Form available from the City Clerk. The deadline for agenda items is 12 noon on the Tuesday preceding the Council and Agency meetings. Agendas are mailed to those who provide self-addressed, stamped envelopes to the City Clerk's office. The agenda and related agenda items are available on our website at www.cityofsignalhill.org.

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.

