



## **MINUTES OF A REGULAR MEETING SIGNAL HILL CITY COUNCIL**

July 27, 2021

A Regular Meeting of the Signal Hill City Council was held via video/teleconference on July 27, 2021 pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom.

### **CALL TO ORDER – 6:02 P.M.**

### **ROLL CALL**

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

ABSENT: NONE

### **CLOSED SESSION**

- a. A closed session was held pursuant to Government Code section 54956.9(d)(2).  
Conference with legal counsel – anticipated litigation.  
Significant exposure to litigation.

Number of potential cases: 1

### **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 7:00 P.M.**

Mayor Wilson asked City Manager to provide meeting participation options.

City Manager provided meeting participation options and announced the Assistant City Attorney is in attendance for tonight's meeting.

## **ROLL CALL**

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

ABSENT: COUNCIL MEMBER HANSEN

## **PLEDGE OF ALLEGIANCE**

Mayor Wilson led the audience in the Pledge of Allegiance.

## **MAYOR'S ANNOUNCEMENT**

Mayor Wilson 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.

Council Member Hansen entered the meeting at 7:03 p.m.

## **CLOSED SESSION REPORT**

Assistant City Attorney reported on closed session item. There was no reportable action taken.

## **CITY MANAGER COMMENTED ON PUBLIC COMMENT PROCEDURE**

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

Deputy City Manager read a letter from MacKenzie Randall, Signal Hill resident, regarding excessive speeding on Hill Street (letter is attached to original minutes and available in the City Clerk's Office).

## **COMMUNITY ANNOUNCEMENTS**

Mayor Wilson made the following announcements:

All residents ages 12 and older are eligible for the COVID-19 vaccine. Make an appointment online at [myturn.ca.gov](https://myturn.ca.gov) or check with your healthcare provider or pharmacy. Residents ages 12-17 can only receive the Pfizer vaccine, must have a parent/guardian present, and bring proof of age such as a birth certificate or school ID. Those age 16-17 may bring a signed consent form in lieu of an adult.

Signal Hill Public Library is open for regular business hours. Hours are Monday, Tuesday, Thursday: 12:00 p.m. to 8:00 p.m.; Wednesday, Friday, Saturday: 10:00 a.m. to 5:00 p.m.; and closed Sunday. Call (562) 989-7323 for more

information.

Summer Food Program available through August 27, 2021. Free lunch for children ages 1 through 18, Monday through Friday from 11:00 a.m. to 12:00 p.m. at the Signal Hill Youth Center. Call (562) 989-7330 for more information.

Concerts in the Park series – Wednesday, July 28 and Tuesday, August 3 at 6:30 p.m. in Signal Hill Park. Call (562) 989-7330 for more information.

Doodlebugs Animal Adventures on Wednesday, July 28 from 12:00 p.m. to 1:00 p.m. at the Library Zinnia Courtyard. Space is limited. Call (562) 989-7323 to register.

National Night Out and Concerts in the Park on Tuesday, August 3 at 6:30 p.m. at Signal Hill Park.

Teen Book Tastings on Wednesday, August 4 from 2:30 p.m. to 3:30 p.m. at the Library Zinnia Courtyard. Call (562) 989-7323 to register and for more information.

Library Birthday Celebration on Tuesday, August 10 at the Library. Activities throughout the day and an evening reception recognizing former Mayor Lori Woods and Mayor Robert Copeland from 8:00 p.m. to 9:00 p.m. Call (562) 989-7330 to register and for more information.

Movies in the Park on Saturday, August 14 at Signal Hill Park. Movies begin at dusk and activities start at 6:30 p.m. Call (562) 989-7330 for more information.

20<sup>th</sup> Anniversary Celebration of Peace and Unity for 9/11 on Saturday, September 11 from 9:00 a.m. to 10:30 a.m. at the Unity Monument at Temple Avenue and Hill Street. Call (562) 989-7330 to register by September 4.

Drought conditions are back. Visit [SaveOurWater.com](https://www.saveourwater.com) for water conservation tips.

## **PRESENTATIONS**

- a. Accounting Manager Jonathan Orozco made a presentation on the MyCivic Utilities App and the future roll-out of the MyCivic Citizen Engagement App.

Mayor Wilson commented on the presentation.

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

Mayor Wilson asked a question regarding the presentation.

City Manager addressed the question posed by Mayor Wilson.

Mayor Wilson reminded the public to stay vigilant to slow the spread of COVID-19.

## **PUBLIC HEARING**

a. Introduction of an Ordinance Amending the Signal Hill Municipal Code to Adjust the Low Income Water Discount Rate

City Manager read the form of notice.

City Manager introduced Administrative Services Officer/Finance Director who presented the staff report.

Mayor Wilson opened the public hearing at 7:30 p.m.

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

There was no public comment.

Mayor Wilson closed the public hearing at 7:31 p.m.

Council Member Woods commented on the ordinance.

It was moved by COUNCIL MEMBER COPELAND and seconded by VICE MAYOR JONES to waive further reading and introduce Ordinance No. 2021-07-1525 amending Signal Hill Municipal Code Section 13.04.130, removing sub-section E and establishing Section 13.04.131: Low Income Water Discount and updating maximum household income set by the State Department of Housing and Community Development – State Income Limits that are effective July of every year and adjust the discount amount applied to those residents that meet the low income standard set forth in Section 13.04.131.

Assistant City Attorney read the title of Ordinance No. 2021-07-1525, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING SIGNAL HILL MUNICIPAL CODE SECTION 13.04.130, REMOVING SUB-SECTION E AND ESTABLISHING SECTION 13.04.131: LOW INCOME WATER DISCOUNT AND UPDATING MAXIMUM HOUSEHOLD INCOME SET BY THE STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT – STATE INCOME LIMITS THAT ARE EFFECTIVE JULY OF EVERY YEAR AND ADJUST THE DISCOUNT AMOUNT APPLIED TO THOSE RESIDENTS THAT MEET THE LOW INCOME STANDARD SET FORTH IN SECTION 13.04.131

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. Fiscal and Economic Analysis of Cannabis Businesses**

City Manager introduced Economic Development Manager who presented the staff report.

Economic Development Manager introduced Hitta Mosesman, Senior Director of Harris & Associates, Inc. who provided a presentation on the findings of the fiscal and economic analysis of cannabis businesses.

City Manager provided additional details on the presentation.

Mayor Wilson disclosed he is employed in the cannabis industry and commented and asked questions regarding the presentation.

Ms. Mosesman addressed the questions posed by Mayor Wilson.

City Council asked questions regarding the presentation.

Ms. Mosesman, City Manager, Deputy City Manager, and Economic Development Manager addressed the questions posed by City Council.

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

Randy Hartshorn, Signal Hill resident, commented and asked questions regarding the presentation.

Mayor Wilson and City Manager addressed the questions posed by Mr. Hartshorn.

City Treasurer, City Clerk, and Mayor Wilson asked questions regarding the presentation.

City Manager, Ms. Mosesman, and Irlanda Martinez, Senior Analyst of Harris & Associates, Inc., addressed the questions posed by City Treasurer, City Clerk, and Mayor Wilson.

City Council discussed and asked additional questions regarding cannabis businesses.

City Manager and Ms. Mosesman addressed the questions posed by City Council.

City Council discussed potential recommended actions for this agenda item.

It was moved by COUNCIL MEMBER HANSEN and seconded by COUNCIL MEMBER WOODS to receive and file the report until the Housing Element is certified by the State Department of Housing and Community Development (HCD).

The following vote resulted:

AYES: COUNCIL MEMBER HANSEN  
COUNCIL MEMBER WOODS

NOES: MAYOR WILSON  
VICE MAYOR JONES  
COUNCIL MEMBER COPELAND

ABSENT: NONE

ABSTAIN: NONE

It was moved by MAYOR WILSON and seconded by VICE MAYOR JONES to direct staff to work towards placement of a measure on the June 2022 Statewide Primary Election ballot.

The following vote resulted:

AYES: MAYOR WILSON  
VICE MAYOR JONES

NOES: COUNCIL MEMBER COPELAND  
COUNCIL MEMBER HANSEN  
COUNCIL MEMBER WOODS

ABSENT: NONE

ABSTAIN: NONE

It was moved by COUNCIL MEMBER COPELAND to direct staff to work towards placement of a measure on the November 2022 General Municipal Election ballot.

There was no second to Council Member Copeland's motion, therefore the motion failed.

It was moved by COUNCIL MEMBER COPELAND and seconded by MAYOR WILSON to direct staff to work towards placement of a measure on the November 2022 General Municipal Election ballot with adjustments to the ballot measure based on the status of Housing Element submission to HCD.

The following vote resulted:

AYES:       MAYOR WILSON  
              VICE MAYOR JONES  
              COUNCIL MEMBER COPELAND

NOES:       COUNCIL MEMBER HANSEN  
              COUNCIL MEMBER WOODS

ABSENT:    NONE

ABSTAIN:   NONE

b. Manual of Procedural Guidelines Workshop

City Manager presented the staff report.

City Council discussed forming a subcommittee to review the Manual of Procedural Guidelines.

It was moved by COUNCIL MEMBER COPELAND and seconded by COUNCIL MEMBER WOODS to form a subcommittee consisting of Vice Mayor Jones and Council Member Hansen to review Articles II, III, VI, VII, IX, and X of the Manual of Procedural Guidelines, and direct City Attorney to review Articles V, VIII, XI, and XIV of the Manual of Procedure Guidelines, and report back to Council at a future City Council Meeting.

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 recommended including a redline version of the Manual of Procedural Guidelines when the subcommittee brings it back to City Council for review and approval.

c. Centennial Celebration Committee

City Manager presented the staff report.

City Council discussed the selection of Centennial Celebration Committee members with City Manager and Community Services Director.

It was moved by MAYOR WILSON and seconded by COUNCIL MEMBER WOODS to select Council Member Hansen, Council Member Woods, and one representative each from the Civil Service, Parks and Recreation, and Planning Commissions to serve on the Centennial Celebration Committee. Vacancies created by Civil Service and Planning Commissions will be filled by Parks and Recreation Commissioners.

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. Future Agenda Item Consideration – Renaming of View Park to Remembrance Park

City Manager presented the staff report.

Council Member Copeland asked a question regarding the agenda item.

City Manager addressed the question posed by Council Member Copeland.

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

There was no public comment.

It was moved by COUNCIL MEMBER HANSEN and seconded by COUNCIL MEMBER WOODS to place the item on an upcoming City Council meeting agenda.

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. Resolution Adopting an Electronic Signature Policy

City Manager introduced City Clerk who presented the staff report.

City Council commented and asked questions regarding the electronic signature policy.

City Manager addressed the questions posed by City Council.

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

There was no public comment.

It was moved by COUNCIL MEMBER HANSEN and seconded by COUNCIL MEMBER WOODS to waive further reading and adopt Resolution No. 2021-07-6629 adopting an electronic signature policy and authorizing the use of electronic signatures.

Assistant City Attorney read the title of Resolution No. 2021-07-6629, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL,  
CALIFORNIA, ADOPTING AN ELECTRONIC SIGNATURE POLICY AND  
AUTHORIZING THE USE OF ELECTRONIC SIGNATURES

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. Side Letter of Agreement with the Signal Hill Police Officers' Association

Summary: Representatives from the Signal Hill Police Officers' Association (SHPOA) and the City have met and conferred in good faith and reached the Side Letter of Agreement to implement an administrative correction in the current Memorandum of Understanding adopted between the City of Signal Hill and the SHPOA. A resolution approving the Agreement is presented for City Council consideration.

Recommendation: Waive further reading and adopt Resolution No. 2021-07-6630 approving and adopting a Side Letter of Agreement between the City of Signal Hill and the SHPOA.

b. Contract Amendment Register Dated July 27, 2021

Summary: The Contract Amendment Register is a listing of proposed contract amendments eligible for streamlined processing based upon the following criteria as documented in the City's Purchasing Policy: funds have been authorized as part of the adopted fiscal year Operating Budget; staff are satisfied with the goods/services received to date; and City Manager has reviewed and approved each amendment for streamlined processing.

One contract amendment is being presented for City Council consideration. The amendment was prepared in a form approved by the City Attorney.

Recommendation: Authorize the Contract Amendment Register dated July 27, 2021.

c. 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.

d. Warrant Register Dated July 27, 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 July 27, 2021.

e. Minutes of the Following Meeting

Regular Meeting of July 13, 2021.

Recommendation: Approve.

It was moved by COUNCIL MEMBER HANSEN and seconded by COUNCIL MEMBER WOODS to approve the Consent Calendar.

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

**COUNCIL AGENDA--NEW BUSINESS**

Vice Mayor Jones commented on the View Park Ground Breaking event on July 24 and encouraged the public to get vaccinated.

Mayor Wilson commented on the View Park Ground Breaking event on July 24 and the Movies in the Park on July 26.

Council Member Hansen commented on the masking mandate for Long Beach Unified School District.

## **ADJOURNMENT**

It was moved by COUNCIL MEMBER WOODS and seconded by COUNCIL MEMBER HANSEN to adjourn tonight's meeting to the next regular meeting of the Signal Hill City Council to be held on Tuesday, August 10, 2021, at 7:00 p.m. via video/teleconference. Instructions to participate in the meeting will be provided on the meeting agenda.

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 10:46 p.m.

---

EDWARD H.J. WILSON  
MAYOR

Attest:

---

CARMEN R. BROOKS  
CITY CLERK