



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

THE CITY OF SIGNAL HILL
WELCOMES YOU TO A REGULAR
CITY COUNCIL MEETING
January 11, 2022

* * * THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF GOVERNMENT CODE SECTION 54953 (AS AMENDED BY AB 361) WHICH AUTHORIZES TELECONFERENCED MEETINGS UNDER THE BROWN ACT DURING CERTAIN PROCLAIMED STATES OF EMERGENCY. THE GOVERNOR OF CALIFORNIA PROCLAIMED A STATE OF EMERGENCY RELATED TO COVID-19 ON MARCH 4, 2020. THIS TELECONFERENCED MEETING IS NECESSARY SO THAT THE CITY CAN CONDUCT ESSENTIAL BUSINESS AND IS PERMITTED UNDER GOVERNMENT CODE 54953 IN ORDER TO PROTECT PUBLIC HEALTH AND SAFETY OF ATTENDEES. * * *

Consistent with Government Code Section 54953, this City Council Meeting will be held via video/teleconference only and will not be physically open to the public. Council Members and staff will teleconference into the meeting by audio and/or video. The meeting will be conducted via Zoom.

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. Any person wishing to comment shall be allotted three minutes per distinct item. 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, January 11, 2022. Written comments will be provided electronically to City Council and attached to the meeting minutes. Written comments will not 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 JONES
VICE MAYOR HANSEN
COUNCIL MEMBER COPELAND
COUNCIL MEMBER WILSON
COUNCIL MEMBER WOODS

(3) CLOSED SESSION

- a. A CLOSED SESSION WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54957 TO CONDUCT PUBLIC EMPLOYEE PERFORMANCE EVALUATION.

TITLE: CITY MANAGER

(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 AND PUBLIC COMMENT PERIOD ON ITEMS ON THE AGENDA AND NOT ON THE AGENDA EXCEPT THOSE RELATED TO PUBLIC HEARINGS (SPEAKERS WILL BE GIVEN THREE MINUTES FOR EACH DISTINCT ITEM)****(10) COMMUNITY ANNOUNCEMENTS****(11) PRESENTATIONS**

- a. MAYOR JONES WILL INTRODUCE JESUS SALDAÑA, THE CITY'S 2021 EMPLOYEE OF THE YEAR AND INTRODUCE EMPLOYEES WHO WERE RECENTLY RECOGNIZED FOR THEIR FIRST YEAR OF SERVICE - THOMAS BEKELE, TERESA BOWERS, NICOLE PERROTIN, KANESHA POMPEY, ELENA RAMOS, MICHELLE RIVERA, ETHAN RUCKER, AND AZUREE STRUIKSMA.
- b. MAYOR JONES WILL PRESENT TO SHARON DEL ROSARIO, ADMINISTRATIVE SERVICES OFFICER/FINANCE DIRECTOR, A CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING IN RECOGNITION OF THE CITY'S ANNUAL COMPREHENSIVE FINANCIAL REPORT.
- c. COMMUNITY SERVICES DIRECTOR WILL GIVE A PRESENTATION ON PROGRAMS AND SERVICES OFFERED DURING THE COVID-19 PANDEMIC.
- d. COMMUNITY DEVELOPMENT DIRECTOR WILL GIVE A PRESENTATION REGARDING THE 2022 ANNUAL HOMELESS COUNT EVENT, WHICH WILL BE CONDUCTED BY STAFF FROM THE SIGNAL HILL POLICE DEPARTMENT DUE TO COVID-19 CONSIDERATIONS.

(12) CITY MANAGER REPORTS

a. FUTURE AGENDA ITEM CONSIDERATION - REQUEST FROM YOUTH LEADERSHIP INSTITUTE TO AGENDIZE A DISCUSSION REGARDING A CITY BAN ON SMOKING IN MULTI-FAMILY PROPERTIES

Summary:

At the City Council meeting of October 12, 2021, Council Member Woods requested the placement of a discussion item regarding the following item for a future agenda: request from Youth Leadership Institute to agendize a discussion regarding a City ban on smoking in multi-family properties.

Recommendation:

Provide direction to staff regarding the placement of the requested item on a future agenda.

b. 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 five organizations that have applied for institutional permits for 2022:

- Cole Vocational Services: 2798 Junipero Avenue
- Courtyard Care Center: 1880 Dawson Avenue
- Dungarvin California, LLC: 695 E. 27th Street
- Las Brisas Child Care Center: 2399 California Avenue, Suite A
- Unlimited Quest: 3350 Olive Avenue

All five organizations have current business licenses and are in compliance with licensing requirements and/or applicable codes of the City's Building Department, Police Department, the Los Angeles County Fire Department, and other agencies.

Recommendation:

Adopt the resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING THE ANNUAL INSTITUTIONAL PERMITS FOR 2022 FOR COLE VOCATIONAL SERVICES, COURTYARD CARE CENTER, DUNGARVIN CALIFORNIA, LLC, LAS BRISAS CHILD CARE CENTER, AND UNLIMITED QUEST

c. COUNCIL APPOINTMENTS TO VARIOUS ORGANIZATIONS

Summary:

The City Council will consider appointments to various committees and organizations resulting from the recent City Council reorganization.

Recommendation:

Adopt the resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING RESOLUTION NO. 2021-01-6601, CONFIRMING THE APPOINTMENT OF DELEGATES AND ALTERNATES AS OFFICIAL REPRESENTATIVES OF THE CITY

d. ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR FISCAL YEAR 2020-21

Summary:

The Annual Comprehensive Financial Report (ACFR) is an independently audited summary report of the financial transactions of the City for Fiscal Year (FY) 2020-21, providing relevant financial information to the City Council, citizens, current and future employees, grant entities, creditors, bond investors, rating agencies, and other interested parties. This audit is performed in compliance with City Charter requirements with the results presented to the City Council for their review.

The audit was completed by the City's independent auditor, CliftonLarsonAllen LLP, Certified Public Accountants, which issued an unqualified opinion, otherwise known as a "clean opinion", finding nothing of material concern in the City's internal controls, financial, and bookkeeping practices. The independent auditor's unmodified report provides assurance that the ACFR, and the audited information within, present fairly the City's financial position for the year ending June 30, 2021.

Recommendations:

1. Receive and file the City's Annual Comprehensive Financial Report for FY 2020-21.
2. Approve the proposed appropriations from FY 2020-21 to FY 2021-22 reserve balances and the current year FY 2020-21 General Fund operating surplus of \$5.8 million.
3. Adopt the resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL

HILL, CALIFORNIA, AUTHORIZING APPROPRIATIONS FROM THE FISCAL YEAR 2020-21 GENERAL FUND OPERATING SURPLUS AND CURRENT YEAR APPROPRIATION ADJUSTMENTS, AMENDING THE FISCAL YEAR 2021-22 BUDGET

4. Direct staff to distribute copies of the Annual Comprehensive Financial Report for FY 2020-21 as required, as well as to the Office of the City Clerk to be placed on file for the general public and posted on the City's website.
- e. **SCHEDULING A BUDGET WORKSHOP**

Summary:

The City Council will consider dates for its budget workshop covering Fiscal Year (FY) 2022-23, year one of the Biennial Budget for FY 2022-24.

Recommendation:

Select a date for the annual budget workshop.

(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 for discussion.

- a. **AGREEMENT FOR ON-CALL ENVIRONMENTAL EMERGENCY RESPONSE SERVICES AND HAZARDOUS WASTE REMOVAL WITH OCEAN BLUE ENVIRONMENTAL SERVICES, INC.**

Summary:

The Public Works and Police Departments supplement their emergency response services by utilizing contractors to provide hazardous waste removal services. The City Council will consider approving an Agreement for On-Call Environmental Emergency Response Services with Ocean Blue Environmental Services, Inc. (Ocean Blue) to provide hazardous waste removal and other related services for an initial three-year term and a first year not-to-exceed amount of \$30,000. Years two and three will include cost increases tied to the Consumer Price Index (CPI) with a 2.5% annual cap.

Recommendation:

Authorize the City Manager to enter into an Agreement for On-Call Environmental Emergency Response Services with Ocean Blue for an initial three-year term with the option to extend the agreement for one additional three-year term and a first-year annual not-to-exceed amount of \$30,000, in a form approved by the City Attorney. The annual amount may be adjusted by the applicable CPI in years two and three but will not be increased in any given year by more than 2.5%.

b. CONTRACT AMENDMENT REGISTER DATED JANUARY 11, 2022

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 and is included as an attachment.

Recommendation:

Authorize the Contract Amendment Register dated January 11, 2022.

c. CONTINUANCE OF THE PROCLAMATION OF THE EXISTENCE OF A LOCAL EMERGENCY IN RESPONSE TO COVID-19 AND FINDINGS RELATED TO AB 361 EXEMPTING THE CITY FROM BROWN ACT TELECONFERENCING RULES

Summary:

The City Council will consider the continuance of the proclamation of the existence of a local emergency in response to the current public health crisis related to COVID-19. The City Council will also consider whether to continue to hold virtual meetings of all City legislative bodies, as allowed by Assembly Bill (AB) 361.

Recommendations:

1. Receive and file report regarding the continuance of the existence of a local emergency in response to COVID-19.
2. Direct all City legislative bodies to continue to hold meetings virtually and determine that such meetings are exempt from the Brown Act teleconferencing rules based on the following findings set forth in AB 361:
 - a. There is a Statewide state of emergency in effect in response to the COVID-19 pandemic; and
 - b. State or local officials have imposed or recommended measures to promote social distancing.
3. Direct staff, no later than 30 days after the City Council approves the recommended action, to report back on the state-proclaimed state of emergency so that City Council may reconsider the circumstances of the emergency and, if appropriate, make findings to continue to hold virtual

meetings of City legislative bodies pursuant to AB 361.

d. 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.

e. WARRANT REGISTER DATED JANUARY 11, 2022

Summary:

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

Recommendation:

Authorize payment of the Warrant Register dated January 11, 2022.

f. MINUTES OF THE FOLLOWING MEETINGS

Summary:

Regular Meetings of November 9, 2021 and December 14, 2021.

Recommendation:

Approve.

(14) COUNCIL AGENDA--NEW BUSINESS

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

(15) ADJOURNMENT

Tonight's meeting will be adjourned to the next regular meeting of the Signal Hill City Council to be held on Tuesday, January 25, 2022, 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 writing to the City Council, City Clerk, or City Manager. The deadline for agenda items is 12 noon on the Tuesday preceding the Council and Agency meetings. The complete agenda, including back up materials is available on the City website on the Friday preceding the meeting.

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.