



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
April 26, 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, April 26, 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 – 7:00 P.M.**(2) ROLL CALL**

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

(3) PLEDGE OF ALLEGIANCE

(4) 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)

(5) COMMUNITY ANNOUNCEMENTS

(6) PRESENTATIONS

- a. MAYOR JONES WILL PRESENT A PROCLAMATION TO SOMONE WASHINGTON, ONELEGACY AMBASSADOR, RECOGNIZING APRIL AS DMV/DONATE LIFE CALIFORNIA MONTH.
- b. MAYOR JONES WILL PRESENT A PROCLAMATION TO THE POLICE DEPARTMENT DISPATCHERS/JAILERS IN RECOGNITION OF NATIONAL PUBLIC SAFETY TELECOMMUNICATIONS WEEK, APRIL 10-16, 2022.
- c. COMMUNITY SERVICES MANAGER WILL PROVIDE A PRESENTATION HIGHLIGHTING THE ANNUAL SPRING FEST EVENT CONDUCTED ON APRIL 16, 2022.
- d. CITY MANAGER WILL PROVIDE A PRESENTATION ABOUT COVID-19-RELATED COMMUNITY UPDATES.

(7) CITY MANAGER REPORTS

- a. FEE WAIVER REQUEST FOR PRIVATE MEMORIAL EVENT

Summary:

Staff has received a request from the Springs of Home Grief Care Center on behalf of the family of Ron Settles for a fee waiver and use of the Signal Hill Library Community Room and Zinnia Courtyard for a private remembrance event in June 2022.

Recommendation:

Approve waiver of fees for facility rental and staffing fees, and granting an exception to allow for the rental of the Signal Hill Library Community Room and Zinnia Courtyard during Library operating hours on Thursday, June 2, 2022.

- b. RESOLUTIONS ORDERING THE PREPARATION AND APPROVAL OF AN ENGINEER'S REPORT FOR THE LEVY AND COLLECTION OF ASSESSMENTS IN LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT NO. 1 FOR FISCAL YEAR 2022-23

Summary:

Landscape and Lighting Maintenance District No. 1 (LLMD) was formed in 1992 to pay for the maintenance of common landscaped areas within the California Crown tract. Annually, the City Council must initiate proceedings to renew the

levy and collection of special assessments for the LLMD. The proposed resolutions declare the Council's intention to levy and collect assessments, approve the Engineer's Report, and set the Public Hearing for June 14, 2022.

Recommendations:

1. Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, ORDERING THE PREPARATION OF AN ENGINEER'S REPORT FOR THE LEVY AND COLLECTION OF ASSESSMENTS IN LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT NO. 1 FOR FISCAL YEAR 2022-23

2. Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS FOR LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT NO. 1 FOR FISCAL YEAR 2022-23 AND APPROVING THE ENGINEER'S REPORT

3. Set the Public Hearing for June 14, 2022.

4. Authorize the City Manager to execute all documents necessary to enter into a Property Maintenance Agreement with Signal Hill Petroleum (SHP), including any subsequent amendments, allowing SHP to maintain their own lots using their own resources.

- c. INTERVIEWS AND APPOINTMENT TO THE PARKS AND RECREATION COMMISSION

Summary:

The City ran an open recruitment to fill one vacancy on the Parks and Recreation Commission for an unexpired term through May 31, 2025. Tonight the City Council will conduct interviews of all qualified candidates and make an appointment.

Recommendation:

Appoint one Commissioner to the Parks and Recreation Commission to serve through May 31, 2025, consistent with the provisions documented in the 2021 Manual of Procedural Guidelines.

- d. PUBLIC WORKS CONTRACT WITH T.E. ROBERTS, INC. FOR THE WATER SERVICES AND VALVE REPLACEMENTS PHASE II PROJECT (PROJECT NO. 95.18012)

Summary:

The City Council will consider entering into a Public Works Contract with T.E. Roberts, Inc. (TER) for the construction of the Water Services and Valve

Replacements Phase II Project (Project No. 95.18012). This Project includes:

- Removal and replacement of 20 water services (meters and connections) at various locations throughout the City;
- Removal and replacement of valves and relocation of fire hydrants near E. Spring Street and Junipero Avenue;
- Repair of asphalt pavement (approximately 10,000 square feet); and
- Restoration of traffic striping and markings.

Recommendations:

1. Authorize the City Manager to enter into a Public Works Contract with TER for construction of the Water Services and Valve Replacements Phase II Project (Project No. 95.18012), for a term of 60 working days and a not-to-exceed contract amount of \$449,116 in a form approved by the City Attorney.
2. Establish a 10% (\$44,912) project contingency pursuant to the City's Purchasing and Contracting Guidelines utilizing Signal Hill Measure R funds for a total construction budget of \$494,028.

e. PROFESSIONAL CONSULTANT SERVICES AGREEMENT WITH SWA GROUP, INC. TO PREPARE AN UPDATE TO THE STREET TREE MASTER PLAN

Summary:

The City Council will consider entering into a Professional Consultant Services Agreement with SWA Group, Inc. (SWA) to prepare an update to the Street Tree Master Plan, including:

- A five-year Street Tree Master Plan;
- An amendment to the existing Tree Policy; and
- An amendment to Signal Hill Municipal Code Chapter 12.05 - Tree Planting Standards.

Recommendation:

Authorize the City Manager to enter into a Professional Consultant Services Agreement with SWA to provide a five-year Street Tree Master Plan, for a one-year term with three additional one-year extensions, and a not-to-exceed contract amount of \$100,000 in a form approved by the City Attorney.

(8) 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. CONTRACT SERVICES AGREEMENTS FOR PROFESSIONAL CONSULTING

SERVICES IN SUPPORT OF COMMUNITY DEVELOPMENT

Summary:

City Council will consider authorizing the City Manager to execute three Contract Services Agreements with qualified firms on behalf of the Community Development Department: one for professional consulting services to develop an Environmental Justice Element and to update the Safety, Environmental Resources, Circulation and Land Use Elements of the City's General Plan; one to develop Objective Design Standards and an Accessory Dwelling Unit manual; and one for on-call professional public notice mailing house services. The Community Development Department utilizes these services to accomplish its annual goals as defined by the City Council in the approved Fiscal Year (FY) 2021-22 Community Development Operating Budget.

Recommendations:

1. Authorize the City Manager to enter into a three-year Contract Services Agreement with MIG to provide professional consulting services related to General Plan Element updates for a not-to-exceed amount of \$250,000 through April 26, 2025, in a form approved by the City Attorney.
2. Authorize the City Manager to enter into a three-year Contract Services Agreement with KTGY to provide professional consulting services related to development of objective design standards for a not-to-exceed amount of \$85,000 through April 26, 2025, in a form approved by the City Attorney.
3. Authorize the City Manager to enter into a three-year Contract Services Agreement, with one additional two-year extension, with NotificationMaps.com to provide on-call professional public notice mailing house services, for a not-to-exceed amount of \$50,000 annually, through April 26, 2025, in a form approved by the City Attorney.

b. 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.

c. WARRANT REGISTER DATED APRIL 26, 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 April 26, 2022.

d. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of April 12, 2022.

Recommendation:

Approve the meeting minutes.

(9) COUNCIL AGENDA--NEW BUSINESS

COUNCIL MEMBER WOODS

COUNCIL MEMBER WILSON

COUNCIL MEMBER COPELAND

VICE MAYOR HANSEN

MAYOR JONES

(10) ADJOURNMENT

Tonight's meeting will be adjourned to the next regular meeting of the Signal Hill City Council to be held on Tuesday, May 10, 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.