



## CITY OF SIGNAL HILL

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2175 Cherry Avenue • Signal Hill, California 90755-3799

THE CITY OF SIGNAL HILL  
WELCOMES YOU TO A REGULAR  
CITY COUNCIL MEETING  
July 26, 2022

\* \* \* Pursuant to Government Code Section 54953 (as amended by AB 361) and City Council Resolution No. 2020-03-6557, this meeting will be conducted using a hybrid meeting format in which members of the City Council, members of the public, and City staff may physically attend the meeting or virtually participate by audio and/or video. To protect members of the City Council, members of the public, and City staff, face masks are encouraged but not required. The City will evaluate the current circumstances before each meeting to decide if it is safe to change COVID-19 safety protocols. \* \* \*

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](http://www.cityofsignalhill.org).

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

- City of Signal Hill website at [www.cityofsignalhill.org](http://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.):**

- In-person: Council Chambers of City Hall, 2175 Cherry Avenue, Signal Hill, California.
- Visit <https://zoom.us/j/88147936648> on your desktop computer or laptop and enter passcode: 374778; or
- Visit [www.zoom.us](http://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](mailto:cityclerk@cityofsignalhill.org) not later than 5:00 p.m. on Tuesday, July 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 – 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 CLOSED SESSION WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54957 TO CONDUCT PUBLIC EMPLOYEE PERFORMANCE EVALUATION.

TITLE: CITY ATTORNEY

**(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. COMMUNITY SERVICES DIRECTOR WILL PROVIDE A BRIEF OVERVIEW OF THE GRAND OPENING OF HERITAGE POINT PARK ON FRIDAY, JULY 8, 2022.
- b. ECONOMIC DEVELOPMENT MANAGER WILL PROVIDE A PRESENTATION OF SEVERAL OF THE GRANT RECIPIENTS FOR THE COVID-19 MICROBUSINESS RECOVERY GRANT PROGRAM.

(12) **CITY MANAGER REPORTS**

- a. RESOLUTIONS ADOPTING THE MANAGEMENT RESOLUTION AND CITY-WIDE SALARY SCHEDULE TO ESTABLISH THE ANNUAL SALARY FOR CITY MANAGER

Summary:

During tonight's meeting the City Council will consider approving the appointment of an Interim City Manager to fill the critical role of the City's Executive Administrator until a permanent new City Manager is onboard. As a precursor, the Council will consider approving and adopting the Management Resolution establishing the City Manager's annual salary and a resolution establishing the city-wide pay schedule as required by the Signal Hill Municipal Code and the California Public Employees' Retirement System (CalPERS).

Recommendations:

1. Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING RESOLUTION NO. 2022-06-6691, REVISING MANAGEMENT SALARY RANGES TO ESTABLISH THE SALARY FOR CITY MANAGER

2. Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING RESOLUTION NO. 2022-06-6690, APPROVING AND ADOPTING A CITY-WIDE PAY SCHEDULE AS REQUIRED BY THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS)

- b. APPOINTMENT OF INTERIM CITY MANAGER

Summary:

Following the recent resignation of Hannah Shin-Heydorn, the position of City Manager as the City's Chief Administrative Officer is currently vacant. City Council will consider appointing an interim City Manager to fill this critical administrative role until a permanent new City Manager is onboard. To fill the permanent City Manager position, the Council will begin the recruitment process by selecting an executive search firm. Recruiting and onboarding of a new City Manager may take many months. To ensure continuity of operations and provide the necessary leadership to the City during this transitional period, the City Council will consider appointing Joseph M. Hoefgen to serve as the Interim City Manager until a permanent City Manager is selected.

Recommendations:

1. Determine an interim assignment to the vacant position of City Manager is necessary for the City's secure, ongoing operations and that the position of City Manager requires specialized skills.
2. Appoint Joseph M. Hoefgen as Interim City Manager to serve a limited-term ending on the date immediately preceding the date on which the permanent replacement for the vacant position of City Manager commences their employment or, if earlier, the date that this appointment is terminated by the City Council, or Joseph M. Hoefgen, as being in the best interest of the City.
3. Authorize the Mayor of City of Signal Hill to enter into an employment agreement with Joseph M. Hoefgen as Interim City Manager.
4. Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPOINTING JOSEPH M. HOEFGEN AS THE INTERIM CITY MANAGER UNDER GOVERNMENT CODE SECTION 21221(h)

- c. AUTHORIZE ISSUANCE OF A REQUEST FOR PROPOSALS (RFP) FOR COMPREHENSIVE MANAGED INFORMATION TECHNOLOGY (IT) SERVICES

Summary:

The City Council will consider authorizing staff to issue an RFP for

comprehensive managed information technology services. The scope of work requires professional support of IT services for the City using current technological expertise, including maintenance of the City's computer network, planning for short-term and long-term IT goals, and the provision of excellent customer service.

Recommendation:

Authorize the Finance Director to issue the RFP.

d. RESOLUTION DECLARING FINAL ACCEPTANCE OF THE 1905/1907 21ST STREET AND RESTROOM REMOVAL IMPROVEMENT (PROJECT NO. 90.21008) PURSUANT TO THE PUBLIC WORKS AGREEMENT WITH GREEN GIANT LANDSCAPE, INC.

Summary:

Green Giant Landscape, Inc. (Green Giant) has completed work for the 1905/1907 21st Street and Restroom Removal Improvement Project No. 90.21008 to the satisfaction of the Public Works Department and in accordance with the project plans and specifications. Staff is recommending final acceptance of the work performed by Green Giant and issuance of final payment.

Recommendation:

Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, DECLARING WORK TO BE COMPLETED IN CONFORMANCE WITH THE RECORD DRAWINGS AND STANDARD SPECIFICATIONS FOR PUBLIC WORKS DEMOLITION AND IMPROVEMENT FOR THE 1905/1907 21ST STREET AND RESTROOM REMOVAL IMPROVEMENT (PROJECT NO. 90.21008) IN THE CITY OF SIGNAL HILL, IN ACCORDANCE WITH THE CONTRACT ENTERED INTO BETWEEN GREEN GIANT LANDSCAPE, INC. AND THE CITY OF SIGNAL HILL

**(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. WAIVE THE READING OF ORDINANCES IN FULL AND AUTHORIZE READING BY TITLE ONLY

Summary:

The recommended action waives reading of ordinances in full and authorizes reading by title only. The purpose of this item is to help streamline the Council meeting process, to avoid unnecessary delay and to allow more time for

substantive discussion of items on the agenda.

Recommendation:

Waive the reading of all ordinances. Wherein the titles appear on the public agenda; said titles shall be determined to have been read by title, and further reading is waived.

b. ADOPTION OF ORDINANCE NOS. 2022-07-1537, 2022-07-1538, 2022-07-1539 AND 2022-07-1540 APPROVING ZONING ORDINANCE AMENDMENTS 22-01, 22-02, 22-03 AND 22-04 AMENDING THE OFFICIAL ZONING MAP AND THE SIGNAL HILL MUNICIPAL CODE TO ADD CHAPTERS 20.26 AND 20.46, AND AMEND CHAPTER 20.41

Summary:

The following ordinances were introduced at the City Council meeting of July 12, 2022, and are now presented for adoption:

- Ordinance No. 2022-07-1537
- Ordinance No. 2022-07-1538
- Ordinance No. 2022-07-1539
- Ordinance No. 2022-07-1540

Recommendations:

1. Adopt Ordinance No. 2022-07-1537, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING ZONING ORDINANCE AMENDMENT 22-01, AMENDING TITLE 20 OF THE SIGNAL HILL MUNICIPAL CODE TO ADD CHAPTER 20.26 ENTITLED "SP-23 HERITAGE SQUARE CENTRAL BUSINESS DISTRICT SPECIFIC PLAN", AND AMENDING THE OFFICIAL ZONING MAP TO CHANGE THE ZONING DESIGNATION OF AN APPROXIMATE 7.8-ACRE SITE BETWEEN CHERRY AVENUE AND ROSE AVENUE AND CRESCENT HEIGHTS STREET AND E. BURNETT STREET FROM "COMMERCIAL TOWN CENTER (CTC)" AND "CRESCENT HEIGHTS HISTORIC DISTRICT SPECIFIC PLAN (SP-11)" TO "HERITAGE SQUARE CENTRAL BUSINESS DISTRICT SPECIFIC PLAN (SP-23)", (APNS: 7214-005-010, -011, -900, -901, -902, -903, -904, AND 7214-006-014, -015, -019, -020, -021)

2. Adopt Ordinance No. 2022-07-1538, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING ZONING ORDINANCE AMENDMENT 22-02, AMENDING TITLE 20 OF THE SIGNAL HILL MUNICIPAL CODE TO ADD CHAPTER 20.46 ENTITLED "SP-24 TOWN CENTER NORTHWEST SPECIFIC PLAN", AND AMENDING THE OFFICIAL ZONING MAP TO CHANGE THE ZONING DESIGNATION OF AN APPROXIMATE 8.4 ACRE

SITE (APN: 7212-011-034) AT THE NORTHEAST CORNER OF E. WILLOW STREET AND WALNUT AVENUE FROM "COMMERCIAL CORRIDOR SPECIFIC PLAN (SP-6)" TO "TOWN CENTER NORTHWEST SPECIFIC PLAN (SP-24)"

3. Adopt Ordinance No. 2022-07-1539, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING ZONING ORDINANCE AMENDMENT 22-03, AMENDING CHAPTER 20.41, ENTITLED "SP-7 SPECIAL PURPOSE HOUSING SPECIFIC PLAN", OF TITLE 20 OF THE SIGNAL HILL MUNICIPAL CODE, BY ADDING AREAS SEVEN AND EIGHT, AND AMENDING THE OFFICIAL ZONING MAP TO CHANGE THE ZONING DESIGNATION FOR (1) AN APPROXIMATE 2-ACRE SITE AT THE NORTHWEST CORNER OF E. WILLOW STREET AND WALNUT AVENUE FROM "COMMERCIAL INDUSTRIAL (CI)" TO "SPECIAL PURPOSE HOUSING SPECIFIC PLAN (SP-7)" AND (2) AN APPROXIMATE 8.6-ACRE SITE BETWEEN ORANGE AVENUE AND GUNDRY AVENUE AND E. 27TH STREET AND E. 28TH STREET FROM "GENERAL INDUSTRIAL (GI)" AND COMMERCIAL "INDUSTRIAL (CI)" TO "SPECIAL PURPOSE HOUSING SPECIFIC PLAN (SP-7)" (APNS: 7212-008-049, -051; AND 7212-010-010, -019, -020, -038)

4. Adopt Ordinance No. 2022-07-1540, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING ZONING ORDINANCE AMENDMENT 22-04, MODIFYING THE OFFICIAL PLAN LINES MAP TO REMOVE THE TRAFFIC STUDY AREA DESIGNATION FOR A 9.2-ACRE SITE (APNS: 7212-008-049 & -051 and 7212-010-010, -019, & -020) AND MAKE OTHER TECHNICAL REVISIONS TO REFLECT PAST AND PROPOSED DEVELOPMENT

c. PURCHASE OF REPLACEMENT VEHICLES

Summary:

Staff is seeking authorization to purchase two replacement vehicles and an appropriation carry-over of \$142,000 from the Fiscal Year (FY) 2021-22 Operating Budget to the Fiscal Year (FY) 2022-23 Operating Budget in the Vehicle Replacement Fund (601) for use by the Public Works Department. Staff proposes purchasing these vehicles through government purchasing contracts.

Recommendations:

1. Authorize the Public Works Department to contract with a vendor to outfit the F150 with equipment for use as a water utility truck.
2. Authorize an appropriation carry-over of \$142,000 from the FY 2021-22

Vehicle Replacement Fund (601) Budget to cover the purchase of two vehicles through government purchasing contracting:

- One 2022 Bobcat and Trailer; and
- One 2022 Ford F150 Truck (Water Senior Operating Truck).

3. Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING THE ADOPTED BUDGET AND AUTHORIZING BUDGET APPROPRIATIONS FOR FISCAL YEAR 2022-23

d. UNCLAIMED FUNDS PRACTICE

Summary:

Staff is implementing a new practice to handle unclaimed funds under the City's control that is allowed for pursuant to Government Code Section 50050. This new practice will provide means to address long-standing unclaimed checks and abandoned deposits in a manner that is in accordance with governing statutes.

Recommendation:

Receive and file.

e. CONTRACT AMENDMENT REGISTER DATED JULY 26, 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.

Two contract amendments are being presented for City Council consideration. The amendments were prepared in a form approved by the City Attorney.

Recommendation:

Authorize the Contract Amendment Register dated July 26, 2022.

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 JULY 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 July 26, 2022.

h. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of July 12, 2022.

Recommendation:

Approve the meeting minutes.

**(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, August 9, 2022, at 7:00 p.m. (hybrid meeting format, including in-person, and video and teleconference participation options). 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.