



## 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  
January 10, 2023

\* \* \* 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, January 10, 2023. 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 \$722.18 per month. City Clerk and City Treasurer are compensated \$438.22 per month.

**(1) CALL TO ORDER – 6:00 P.M.****(2) ROLL CALL**

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

**(3) CLOSED SESSION**

- A CLOSED SESSION WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54957 REGARDING PUBLIC EMPLOYEE APPOINTMENT.

TITLE: INTERIM CHIEF OF POLICE

- A CLOSED SESSION WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54957.6, CONFERENCE WITH LABOR NEGOTIATORS.

AGENCY DESIGNATED REPRESENTATIVES: INTERIM CITY MANAGER AND CITY ATTORNEY  
EMPLOYEE ORGANIZATION: SIGNAL HILL POLICE OFFICERS ASSOCIATION

c. A CLOSED SESSION WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54957.6, CONFERENCE WITH LABOR NEGOTIATORS.

AGENCY DESIGNATED REPRESENTATIVES: INTERIM CITY MANAGER AND CITY ATTORNEY  
EMPLOYEE ORGANIZATION: SIGNAL HILL EMPLOYEES' ASSOCIATION

d. A CLOSED SESSION WILL BE 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

(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 THE AGENDA  
(SPEAKERS WILL BE GIVEN THREE MINUTES FOR EACH DISTINCT ITEM)**

(10) **COMMUNITY ANNOUNCEMENTS**

(11) **PRESENTATION**

a. SWA GROUP, INC. AND CITY STAFF WILL PRESENT AN UPDATE ON THE STREET TREE MASTER PLAN AND RESULTS OF THE COMMUNITY SURVEY.

(12) **PUBLIC HEARING**

a. PUBLIC HEARING - ADOPTION OF ORDINANCE NO. 2022-12-1542 AMENDING TITLE 15 OF THE SIGNAL HILL MUNICIPAL CODE ENTITLED BUILDINGS AND CONSTRUCTION

Summary:

Form of Notice: Notice was published in the Signal Tribune newspaper per Government Code §65091(a)(4) on December 23 and December 30, 2022; and

was posted in accordance with Signal Hill Municipal Code Section 1.08.010 at City Hall, Signal Hill Library, Reservoir Park, and Discovery Well Park on December 23, 2022.

Ordinance No. 2022-12-1542 was introduced at the City Council meeting of December 13, 2022 and is now presented for adoption. The primary purpose of the Ordinance is to adopt the 2022 editions of the California Building Standards Code by reference.

Recommendations:

- 1) Adopt Ordinance No. 2022-12-1542 by reference, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING ORDINANCE AMENDMENT 22-01, AMENDING TITLE 15 OF THE SIGNAL HILL MUNICIPAL CODE ENTITLED "BUILDINGS AND CONSTRUCTION"

- 2) Authorize staff to submit the Buildings and Construction Code Ordinance to the California Building Standards Commission.

**(13) CITY MANAGER REPORTS**

- a. 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. 2022-01-6658, CONFIRMING THE APPOINTMENT OF DELEGATES AND ALTERNATES AS OFFICIAL REPRESENTATIVES OF THE CITY

- b. REPORTS ON DEVELOPMENT IMPACT FEES FOR FISCAL YEAR (FY) 2021-22, FY 2020-21, AND FY 2019-20

Summary:

Form of Notice: Notice was published in the Signal Tribune newspaper per Government Code Section 65091 (a)(4) on December 16, 2022; and was posted in accordance with Signal Hill Municipal Code Section 1.08.010 on or before December 16, 2022.

In accordance with Section 66006 of the California Government Code, the City is required to report on the status of Development Impact Fees (DIFs), including

the collection of revenue and expenditures of these funds. This report summarizes the required financial information for FY 2021-22, 2020-21, and 2019-20.

Recommendation:

Receive and file the annual financial report findings relating to the Traffic Impact Fees, Park and Recreation Impact Fees, and the Water System Impact Fees required under the California Mitigation Act (AB 1600) and based on the findings reported, reaffirm the necessity of continuing to collect and accumulate unexpended impact fees under the Government Code section 66001(d).

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 five organizations that have applied for institutional permits for 2023:

- 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

Recommendation:

Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING THE ANNUAL INSTITUTIONAL PERMITS FOR 2023 FOR COLE VOCATIONAL SERVICES, COURTYARD CARE CENTER, DUNGARVIN CALIFORNIA, LLC, LAS BRISAS CHILD CARE CENTER, AND UNLIMITED QUEST

d. DESIGN AGREEMENT WITH SWA GROUP, INC. (SWA) FOR CITYWIDE MEDIAN LANDSCAPE AND IRRIGATION DESIGN SERVICES (PROJECT NO. 90.23006) AND RESOLUTION FOR BUDGET ADJUSTMENT

Summary:

City Council will consider entering into a Design Services Agreement with SWA to prepare the Citywide Median Landscape and Irrigation Design Project (90.23006).

Recommendations:

1. Authorize the City Manager to enter into a Design Services Agreement with SWA to prepare the citywide median design, in a form approved by the City Attorney. The term of the agreement is for six months with a not-to-exceed

contract amount of \$174,680.

2. Authorize contingencies of \$4,320 and up to a 180-day term extension pursuant to the City's Purchasing and Contracting Guidelines, to be utilized if approved by the Public Works Director.

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**

- e. DESIGN AGREEMENT WITH ARCHITERRA DESIGN GROUP (ADG) FOR THE HILLBROOK PARK RENOVATION DESIGN SERVICES (PROJECT NO. 80.23007)

**Summary:**

City Council will consider entering into a Design Services Agreement with ADG to prepare the Hillbrook Park Renovation Design (Project No. 80.23007).

**Recommendations:**

1. Authorize the City Manager to enter into a Design Services Agreement with ADG to prepare the Hillbrook Park Renovation Design, in a form approved by the City Attorney. The term of the agreement is for six months with a not-to-exceed contract amount of \$145,726.

2. Authorize contingencies of \$4,274 and up to a 180-day term extension pursuant to the City's Purchasing and Contracting Guidelines, to be utilized if approved by the Public Works Director.

- f. PROFESSIONAL CONSULTANT SERVICES AGREEMENT WITH PROJECT PARTNERS, INC (PROJECT PARTNERS) FOR STAFF AUGMENTATION FOR INTERIM WATER SUPERINTENDENT

**Summary:**

The City Council will consider entering into a Professional Consultant Services Agreement with Project Partners for an Interim Water Superintendent to provide the Public Works Water Department with critical water utility services while the City is actively recruiting to fill the full-time position.

**Recommendation:**

Authorize the City Manager to enter into a Professional Consultant Services Agreement with Project Partners for an Interim Water Superintendent for a six-month term and a not-to-exceed contract amount of \$100,000 in a form approved by the City Attorney.

- g. RESOLUTION AMENDING THE CITY'S COMPENSATION PLAN TO

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## ESTABLISH A MANAGEMENT INCENTIVE PAY PROGRAM

### Summary:

The City recognizes the importance of attracting and retaining highly qualified and experienced leadership and institutional knowledge in its management positions.

Management Incentive Pay is a competitive tool to assist with the recruitment and retention of high performing personnel for the consistent delivery of effective public services.

### Recommendation:

Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING RESOLUTION NO. 2022-12-6716 TO ESTABLISH A MANAGEMENT INCENTIVE PAY PROGRAM

## **(14) 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. RESOLUTIONS ACCEPTING THE DEDICATION OF REAL PROPERTY FOR ADDITIONAL PUBLIC RIGHT-OF-WAY AND SIDEWALK EASEMENT

### Summary:

The City Council will consider approving a resolution 1) accepting the dedication of additional public right-of-way for future street purposes, and 2) accepting a sidewalk easement for pedestrian sidewalk purposes associated with the development of property at 2851 Orange Ave, Long Beach, CA 90755, Assessor's Parcel Number 7212-009-021.

### Recommendations:

1. Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, ACCEPTING THE DEDICATION OF REAL PROPERTY FOR ADDITIONAL PUBLIC RIGHT-OF-WAY FOR STREET PURPOSES AT ASSESSOR PARCELS 7212-008-104 AND 7212-008-105

2. Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, ACCEPTING CERTAIN SIDEWALK EASEMENT TO THE

CITY OF SIGNAL HILL ON CERTAIN REAL PROPERTY AT ASSESSOR PARCELS 7212-008-104 AND 7212-008-105

b. 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.

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 JANUARY 10, 2023

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 10, 2023.

e. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of December 13, 2022, Special Meeting of December 19, 2022, and Special Meeting of January 3, 2023.

Recommendation:

Approve the meeting minutes.

**(15) COUNCIL AGENDA--NEW BUSINESS**

COUNCIL MEMBER WILSON

COUNCIL MEMBER JONES

COUNCIL MEMBER COPELAND

VICE MAYOR WOODS

MAYOR HANSEN

a. COUNCIL MEMBER JONES WILL REPORT ON HIS ATTENDANCE AT THE SCHEDULED INSTALLATION OF CONGRESSMAN ROBERT GARCIA TO THE UNITED STATES CONGRESS.

**(16) ADJOURNMENT**

Tonight's meeting will be adjourned to the next regular meeting of the Signal Hill City Council to be held on Tuesday, January 24, 2023, 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.