



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
June 13, 2023

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.

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.):

- In-person Participation: Council Chambers of City Hall, 2175 Cherry Avenue, Signal Hill, California.
- Remote Participation: 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, June 13, 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.
- Please note that remote participation is offered as a public service and the City is not responsible for meeting disruptions or technical difficulties; however, if you are disconnected, please repeat the steps above. Submission of written comments or in-person participation will ensure that your comments are received.

City Council Members are compensated \$722.18 per month. City Clerk and City Treasurer are compensated \$438.22 per month.

(1) **CALL TO ORDER – 7:00 P.M.**

(2) **ROLL CALL**

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

(3) **PLEDGE OF ALLEGIANCE**

(4) **PUBLIC BUSINESS FROM THE FLOOR ON ITEMS NOT LISTED ON THE AGENDA
(SPEAKERS WILL BE GIVEN THREE MINUTES FOR EACH DISTINCT ITEM)**

(5) **COMMUNITY ANNOUNCEMENTS**

(6) **PRESENTATIONS**

- a. A REPRESENTATIVE FROM THE GREATER LOS ANGELES VECTOR CONTROL DISTRICT WILL PROVIDE A PRESENTATION TO CITY COUNCIL.
- b. THE PUBLIC WORKS DIRECTOR WILL PROVIDE A PROGRESS UPDATE FOR THE RESERVOIR PARK STORM WATER CAPTURE PROJECT.

(7) **PUBLIC HEARINGS**

- a. PUBLIC HEARING - RESOLUTION CONFIRMING THE DIAGRAM AND ASSESSMENT FOR LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT NO. 1 AND LEVYING ASSESSMENTS ON ASSESSABLE LOTS AND PARCELS FOR FISCAL YEAR (FY) 2023-24

Summary:

The Landscape and Lighting Maintenance District (LLMD) was formed in 1992 to pay for the maintenance of common landscaped areas within the California Crown Tract, located south of East Hill Street, north of East 19th Street, west of Temple Avenue, and east of North Orizaba Way. Annually, the City Council must initiate proceedings to renew the levy and collection of special assessments for the LLMD. The proposed resolution declares the City Council's order to levy and collect the proposed assessments of \$93,150 for FY 2023-24. The proposed annual assessment for basic lots is \$941.70, representing a ten percent increase of \$85.61. The proposed annual assessment for landscape easement lots is \$1,264.68, representing a ten percent increase of \$114.97. The property owners approved the proposed assessments within the LLMD through the last Proposition 218 hearing that occurred on June 14, 2022.

Recommendation:

1. Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, CONFIRMING THE DIAGRAM AND ASSESSMENT FOR LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT NO. 1 AND LEVYING ASSESSMENTS ON ASSESSABLE LOTS AND PARCELS FOR FISCAL YEAR 2023-24

(8) CITY MANAGER REPORTS

- a. MAINTENANCE SERVICES AGREEMENT WITH CLEANSTREET, LLC (CLEANSTREET) FOR CITYWIDE STREET SWEEPING

Summary:

The City Council will consider entering into a Maintenance Services Agreement with CleanStreet for citywide street sweeping services to maintain high standard of cleanliness and satisfy the California Municipal Separate Storm Sewer System (MS4) permit requirements. Following a bid process, the City received two bids which resulted in higher than expected costs due to recent legal developments with prevailing wage law. The proposed contract term is for three years with compensation not-to-exceed \$314,847.20 per year. The City's Fiscal Year 2023-2024 Operating Budget includes sufficient funding to cover the cost of this service.

Recommendation:

1. Authorize the City Manager to enter into a Maintenance Services Agreement with CleanStreet to provide citywide street sweeping services, in a form approved by the City Attorney. The term of the agreement is for three years with compensation not-to-exceed \$314,847.20 per year.
2. Authorize contingencies of \$18,344.80 and up to a 180-day term extension pursuant to the City's Purchasing and Contracting Guidelines,

to be utilized for extra services or emergency response calls if approved by the Public Works Director.

b. HILLBROOK PARK COMMUNITY OUTREACH AND PROJECT UPDATE

Summary:

In January 2023, the City entered into an agreement with Architerra Design Group (ADG) to prepare the Hillbrook Park Renovation Design and conduct community outreach. Staff and ADG have collaborated and conducted community engagement and outreach activities in April and May 2023 to garner feedback on the redesign of the park. ADG will share the results of the outreach with City Council.

Recommendation:

Provide feedback and receive and file.

c. PROPOSITION A TRANSPORTATION PROGRAMS AND CONTRACT SERVICES AGREEMENTS FOR FISCAL YEAR (FY) 2023-24

Summary:

The City receives Proposition A (Prop A) revenues each year to be utilized for transportation-related programs. A written request for funding approval must be submitted to the Los Angeles County Metropolitan Transportation Authority for all new and ongoing projects. Contract Service Agreements have been prepared for Long Beach Public Transportation Company (Long Beach Transit) to provide Dial-A-Lift and Fixed Route Bus services for FY 2023-24.

Recommendations:

1. Authorize the City Manager to submit a request to LACMTA for FY 2023-24 Prop A Transportation Programs based upon the estimated funding allocation of \$340,586;
2. Authorize the City Manager to execute a Contract Services Agreement between the City, Global Paratransit, Inc. and Long Beach Transit, for a one-year term, in the amount of \$10,150 for the Dial-A-Lift service, in a form approved by the City Attorney; and,
3. Authorize the City Manager to execute a Contract Services Agreement between the City and Long Beach Transit for a one-year term, in the amount of \$76,162 for the Fixed Route Bus Services, in a form approved by the City Attorney.

- d. APPROVAL OF AGREEMENT WITH GO TO TECHNOLOGIES USA, INC. (GOTO) FOR A CITYWIDE PHONE VOIP SYSTEM

Summary:

Staff is recommending approval of an Agreement with GoTo Technologies USA Inc. (GoTo) for telecommunications services for a forty-two month-term, in an amount not to-exceed \$94,128.45 (with an additional 10% for contingency), for cloud hosted Voice Over Internet Protocol (VOIP) phone system and telecommunication services. The current phone system has outdated hardware and software and is no longer supported by the manufacturer. Subject to City Council approval, the implementation of the project would be completed by end of November 2023.

Recommendation:

Authorize the City Manager to enter into an Agreement with GoTo for telecommunications services for a forty-two month term, in an amount not to-exceed \$94,128.45 (with an additional 10% for contingency as needed) for cloud hosted Voice Over Internet Protocol (VOIP) phone system in a form approved by the City Attorney.

- e. CONTRACT SERVICES AGREEMENT WITH CLEARSOURCE FINANCIAL CONSULTING FOR PREPARATION OF A COMPREHENSIVE FEE SCHEDULE, DEVELOPMENT IMPACT FEE STUDY, AND COST ALLOCATION PLAN

Summary:

The City Council will consider approving a Contract Services Agreement with Clearsource Financial Consulting (Clearsource) for preparation of a comprehensive fee schedule, development impact fee study, and a cost allocation plan. The City released an RFP for these services on March 1, 2023, with a proposal due date of March 31, 2023. The City received four proposals by the deadline. Following staff review of proposals and interviews, Clearsource was the highest ranked firm. If approved by City Council, the work can be completed within a five-month period from the start date.

Recommendation:

Authorize the City Manager to enter into a Contract Services Agreement with Clearsource for preparation of a comprehensive fee schedule, development impact fee study, and a cost allocation plan, in the amount of \$86,570, in a form approved by the City Attorney.

- f. CONTRACT SERVICES AGREEMENT WITH AXON ENTERPRISE, INC. (AXON)

Summary:

The City Council will consider entering into a new Contract Services Agreement with Axon for new body worn cameras, in-car cameras, and a cloud-based evidence storage system in the amount of \$453,594.86, for a 5-year term, in a form approved by the City Attorney. Axon has been deployed by more major cities than any other police body camera system and is the industry standard at this time. Subject to the City Council's approval of the proposed contract, Axon would roll out the cloud-based evidence storage system this summer. Deployment of body worn cameras would take place by September 2023 while the in-car camera would be deployed by spring 2024.

Recommendation:

Authorize the City Manager to enter into a Contract Services Agreement with Axon for body worn cameras, in-car cameras, and cloud-based evidence storage in the amount of \$453,594.86, for a 5-year term, in a form approved by the City Attorney.

(9) 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. ADOPTION OF A RESOLUTION APPROVING THE CITY OF SIGNAL HILL LOCAL ROADWAY SAFETY PLAN (LRSP)

Summary:

The City Council will consider adopting a resolution approving an LRSP to enhance the safe transportation environment and improve the City's ability to obtain transportation infrastructure related grants, such as Safe Streets and Roads for All and Safe Routes to Schools. An LRSP is a roadway safety planning document that provides a holistic analysis of historical vehicle, pedestrian, and bicycle crash data and provides a roadmap for implementation of safety improvements. On September 13, 2022, the City Council approved a Professional Consultant Services Agreement with Minibar & Associates, Inc. to collaboratively work with City staff to develop the City of Signal Hill's LRSP. Working with its consultant, the City recently completed the LSRP and recommends the City Council adopt a Resolution approving the plan. Adoption of the Resolution will enable the City to comply with Caltrans requirements and remain eligible for grant funding to implement specific safety measures.

Recommendation:

Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING THE CITY'S LOCAL ROAD SAFETY PLAN

- b. RESOLUTION DECLARING FINAL ACCEPTANCE OF THE DISCOVERY WELL PARK IMPROVEMENT PROJECT (PROJECT NOS. 80.23005 &

80.23006) PURSUANT TO THE PUBLIC WORKS CONTRACT WITH PLAYCORE WISCONSIN, INC., DBA GAMETIME

Summary:

On October 25, 2022, the City Council authorized a Public Works Contract with GameTime for the installation of new playground equipment; resurfacing of basketball court; and installation of new pickleball court. On May 9, 2023, GameTime completed the contract scope of work per the plans and specifications to the satisfaction of the Public Works Department. Final cost of the construction was \$403,028.14. Staff is recommending final acceptance of the work performed by GameTime and issuance of final payment.

Recommendation:

1. Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, DECLARING WORK COMPLETED IN CONFORMANCE WITH THE PLANS AND SPECIFICATIONS FOR THE DISCOVERY WELL PARK IMPROVEMENT PROJECT (PROJECT NOS. 80.23005 & 80.23006) IN THE CITY OF SIGNAL HILL, IN ACCORDANCE WITH THE CONTRACT ENTERED INTO BETWEEN PLAYCORE WISCONSIN, INC., DBA GAMETIME, AND THE CITY OF SIGNAL HILL

2. Authorize staff to release retention withheld on the project in the amount of \$20,151.41.

c. CONTRACT AMENDMENT REGISTER DATED JUNE 13, 2023

Summary:

The Contract Amendment Register is a listing of proposed contract amendments and project changes orders 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.

The contract amendments being presented for City Council consideration are as follows:

Bear Communications, Inc provides infrastructure, maintenance, and repair services to the Police Department's radio hardware. The proposed amendment extends the term by one year through June 30, 2024 and revises the not-to-exceed contract amount to \$203,133.00. The annual maintenance costs are currently \$23,998.56; these costs have increased every one to two years, based on the contractor's increased cost of providing service.

Range Systems, Inc. - provides service to the Police Department firing range targeting system. The proposed amendment is for an additional scope of work (installation of electrical conduit and 120V service to the control cabinet) in the amount of \$5,807.00, revising the not-to-exceed amount to \$51,553.00. It is estimated the work will be completed by early FY 2023-24.

Recommendation:

Authorize the Contract Amendment Register dated June 13, 2023.

d. WARRANT REGISTER DATED JUNE 13, 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 June 13, 2023.

e. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of May 23, 2023 and Adjourned Regular Meeting of May 25, 2023.

Recommendation:

Approve the meeting minutes.

(10) COUNCIL AGENDA--NEW BUSINESS

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

- a. VICE MAYOR WOODS WILL REPORT ON HER ATTENDANCE AT THE CALIFORNIA CONTRACT CITIES ASSOCIATION ANNUAL MUNICIPAL SEMINAR MAY 17-20, 2023.

(11) ADJOURNMENT

Tonight's meeting will be adjourned to the next regular meeting of the Signal Hill City Council to be held on Tuesday, June 27, 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.