



## CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

### MINUTES OF A REGULAR MEETING SIGNAL HILL CITY COUNCIL June 27, 2023

A Regular Meeting of the Signal Hill City Council was held in-person in the Council Chambers and via video/teleconference on June 27, 2023.

(1) **CALL TO ORDER – 7:04 P.M.**

(2) **ROLL CALL**

PRESENT: VICE MAYOR LORI WOODS  
COUNCIL MEMBER KEIR JONES  
COUNCIL MEMBER EDWARD WILSON

ABSENT: MAYOR TINA HANSEN  
COUNCIL MEMBER ROBERT COPELAND

(3) **PLEDGE OF ALLEGIANCE**

(4) **PUBLIC BUSINESS FROM THE FLOOR ON ITEMS NOT LISTED ON THE AGENDA**

There was no public business from the floor.

(5) **COMMUNITY ANNOUNCEMENTS**

(6) **PRESENTATIONS**

- a. THE FINANCE DIRECTOR WILL INTRODUCE FRAN SPEER, ACCOUNTING MANAGER FOR THE CITY OF SIGNAL HILL.
- b. THE CITY COUNCIL WILL PRESENT A PROCLAMATION TO THE COMMUNITY SERVICES DEPARTMENT IN RECOGNITION OF JULY AS PARKS MAKE LIFE BETTER!© MONTH.

The Finance Director presented agenda item 6a and Vice Mayor Woods presented agenda item 6b.

**(7) PUBLIC HEARING**

a. PUBLIC HEARING - RESOLUTION AMENDING THE UNIFORM SCHEDULE OF CITY SERVICE FEES AND CHARGES

Vice Mayor Woods opened the public hearing at 7:17 p.m.

There was no public comment.

Vice Mayor Woods closed the public hearing at 7:18 p.m.

It was moved by COUNCIL MEMBER WILSON and seconded by COUNCIL MEMBER JONES to adopt Resolution No. 2023-06-6743.

Resolution No. 2023-06-6743, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING RESOLUTION NO. 2022-06-6685, AMENDING THE UNIFORM SCHEDULE OF SERVICE FEES AND CHARGES

The following vote resulted:

AYES: VICE MAYOR WOODS  
COUNCIL MEMBER JONES  
COUNCIL MEMBER WILSON

NOES: NONE

ABSENT: MAYOR HANSEN  
COUNCIL MEMBER COPELAND

ABSTAIN: NONE

**(8) CITY MANAGER REPORTS**

a. PROPOSED 2023-2025 COMMUNICATIONS PLAN

It was moved by COUNCIL MEMBER JONES and seconded by COUNCIL MEMBER WILSON to adopt the 2023-2025 Communications Plan as amended.

The following vote resulted:

AYES: VICE MAYOR WOODS  
COUNCIL MEMBER JONES  
COUNCIL MEMBER WILSON

NOES: NONE

ABSENT: MAYOR HANSEN  
COUNCIL MEMBER COPELAND

ABSTAIN: NONE

- b. RESOLUTION ADOPTING THE ANNUAL OPERATING AND CAPITAL BUDGET FOR FISCAL YEAR 2023-24 (YEAR 2) AND RESOLUTION ESTABLISHING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2023-24

Vice Mayor Woods left the Council Chambers at 8:04 p.m.

Meeting was recessed at 8:05 p.m. due to a lack of quorum.

Vice Mayor Woods returned to the Council Chambers at 8:08 p.m. and reconvened the meeting.

It was moved by COUNCIL MEMBER JONES and seconded by COUNCIL MEMBER WILSON to adopt Resolution No. 2023-06-6744 and Resolution No. 2023-06-6745.

Resolution No. 2023-06-6744, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, ADOPTING THE ANNUAL OPERATING AND CAPITAL BUDGET FOR FISCAL YEAR 2023-24 (YEAR 2)

Resolution No. 2023-06-6745, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2023-24

The following vote resulted:

AYES: VICE MAYOR WOODS  
COUNCIL MEMBER JONES  
COUNCIL MEMBER WILSON

NOES: NONE

ABSENT: MAYOR HANSEN  
COUNCIL MEMBER COPELAND

ABSTAIN: NONE

- c. RESOLUTIONS ADOPTING A CITY-WIDE PAY SCHEDULE, MANAGEMENT SALARY RANGES, PART-TIME SALARY SCHEDULE, AND ESTABLISHING NEW CLASS SPECIFICATIONS FOR ASSISTANT TO CITY MANAGER/ECONOMIC DEVELOPMENT MANAGER, COMMUNICATIONS OFFICER, AND EMERGENCY MANAGEMENT COORDINATOR

It was moved by COUNCIL MEMBER JONES and seconded by COUNCIL MEMBER WILSON to adopt Resolution No. 2023-06-6746, Resolution No. 2023-06-6747, Resolution No. 2023-06-6748, and Resolution No. 2023-06-6749.

Resolution No. 2023-06-6746, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING RESOLUTION NO. 2022-12-6717, APPROVING AND ADOPTING A CITY-WIDE PAY SCHEDULE AS REQUIRED BY THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS)

Resolution No. 2023-06-6747, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING RESOLUTION NO. 2023-01-6722, APPROVING AND ADOPTING REVISED MANAGEMENT SALARY RANGES

Resolution No. 2023-06-6748, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING SALARY RANGES FOR HOURLY, PART-TIME EMPLOYEES PREVIOUSLY ADOPTED BY RESOLUTION NO. 2022-11-6714, AND REPEALING ALL PRIOR RESOLUTIONS

Resolution No. 2023-06-6749, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING THE UPDATED CLASSIFICATION AND COMPENSATION PLAN TO INCLUDE THE ASSISTANT TO CITY MANAGER/ECONOMIC DEVELOPMENT MANAGER, COMMUNICATIONS OFFICER, AND EMERGENCY MANAGEMENT COORDINATOR

The following vote resulted:

AYES:	VICE MAYOR WOODS COUNCIL MEMBER JONES COUNCIL MEMBER WILSON
NOES:	NONE
ABSENT:	MAYOR HANSEN COUNCIL MEMBER COPELAND
ABSTAIN:	NONE

**VICE MAYOR WOODS CALLED THE CITY COUNCIL AS SUCCESSOR AGENCY TO ORDER AT 9:20 P.M.**

## **ROLL CALL**

PRESENT: VICE CHAIR LORI WOODS  
MEMBER KEIR JONES  
MEMBER EDWARD WILSON

ABSENT: CHAIR TINA HANSEN  
MEMBER ROBERT COPELAND

d. RESOLUTIONS ADOPTING INVESTMENT POLICIES

It was moved by COUNCIL MEMBER WILSON and seconded by COUNCIL MEMBER JONES to adopt Resolution No. 2023-06-6750.

Resolution No. 2023-06-6750, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, ADOPTING ITS INVESTMENT POLICY FOR PUBLIC FUNDS

The following vote resulted:

AYES: VICE MAYOR WOODS  
COUNCIL MEMBER JONES  
COUNCIL MEMBER WILSON

NOES: NONE

ABSENT: MAYOR HANSEN  
COUNCIL MEMBER COPELAND

ABSTAIN: NONE

## **VICE MAYOR WOODS RECESSED THE CITY COUNCIL AS SUCCESSOR AGENCY AT 9:24 P.M.**

### **(9) CONSENT CALENDAR**

a. RESOLUTION AMENDING RECORDS RETENTION SCHEDULE

Resolution No. 2023-06-6751, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING THE CITY'S RECORDS RETENTION SCHEDULE PREVIOUSLY ADOPTED BY RESOLUTION NO. 2021-07-6628, AND REPEALING ALL PRIOR RESOLUTIONS

- b. RESOLUTION DECLARING FINAL ACCEPTANCE OF THE DISCOVERY WELL PARK PLAY AREA RESURFACING PROJECT (PORTION OF PROJECT NO. 80.23006) PURSUANT TO THE PUBLIC WORKS CONTRACT WITH T.J. JANCA CONSTRUCTION, INC.

Resolution No. 2023-06-6752, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, DECLARING WORK TO BE COMPLETED IN CONFORMANCE WITH THE PLANS AND SPECIFICATIONS FOR THE DISCOVERY WELL PARK PLAY AREA RESURFACING PROJECT (PORTION OF PROJECT NO. 80.23006) IN THE CITY OF SIGNAL HILL, IN ACCORDANCE WITH THE CONTRACT ENTERED INTO BETWEEN T.J. JANCA CONSTRUCTION, INC. AND THE CITY OF SIGNAL HILL

- c. MAINTENANCE SERVICES AGREEMENT WITH JJ PROPERTY MAINTENANCE NETWORK INC. FOR CUSTODIAL MAINTENANCE SERVICES
- d. RESOLUTION AUTHORIZING AND APPROVING THE EXECUTION OF A COOPERATIVE AGREEMENT WITH THE LOS ANGELES URBAN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR FISCAL YEARS 2024-2026

Resolution No. 2023-06-6753, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING PARTICIPATION IN THE LOS ANGELES URBAN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM BY AUTHORIZING THE MAYOR, OR HIS/HER DESIGNEE TO SIGN A COOPERATION AGREEMENT WITH THE COUNTY OF LOS ANGELES

- e. RESOLUTION APPROVING YEAR THREE PARTICIPATION IN THE LOS ANGELES URBAN COUNTY PERMANENT LOCAL HOUSING ALLOCATION GRANT PROGRAM

Resolution No. 2023-06-6754, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING YEAR THREE PARTICIPATION IN THE LOS ANGELES URBAN COUNTY PERMANENT LOCAL HOUSING ALLOCATION PROGRAM BY AUTHORIZING THE MAYOR, OR HIS/HER DESIGNEE, TO SIGN A REIMBURSABLE CONTRACT WITH THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY (LACDA) ACTING ON BEHALF OF THE COUNTY

- f. CONTRACT AMENDMENT REGISTER DATED JUNE 27, 2023
- g. SCHEDULE OF INVESTMENTS AND MONTHLY TRANSACTION REPORT
- h. WARRANT REGISTER DATED JUNE 27, 2023

i. APPROVAL OF MEETING MINUTES

It was moved by COUNCIL MEMBER WILSON and seconded by COUNCIL MEMBER JONES to approve the Consent Calendar.

The following vote resulted:

AYES:	VICE MAYOR WOODS COUNCIL MEMBER JONES COUNCIL MEMBER WILSON
NOES:	NONE
ABSENT:	MAYOR HANSEN COUNCIL MEMBER COPELAND
ABSTAIN:	NONE

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

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

Vice Mayor Woods reported on her attendance at the California Contract Cities Association Annual Municipal Seminar May 17-20, 2023.

Council Member Wilson wished everyone a safe and happy July 4th.

Council Member Jones commented that tonight's meeting will be adjourned in memory of Julian Denis Kitchens.

Vice Mayor Woods commented on the upcoming Concerts in the Park series.

Vice Mayor Woods and Council Member Wilson spoke in memory of Julian Denis Kitchens.

(11) **ADJOURNMENT**

It was moved by COUNCIL MEMBER JONES and seconded by COUNCIL MEMBER WILSON to adjourn tonight's meeting in honor and memory of Julian Denis Kitchens, long-time Signal Hill resident, former Civil Service Commissioner, and husband to Mayor Tina L. Hansen. The next regular meeting of the Signal Hill City Council will be held on Tuesday, July 11, 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.

The following vote resulted:

AYES:	VICE MAYOR WOODS COUNCIL MEMBER JONES COUNCIL MEMBER WILSON
NOES:	NONE
ABSENT:	MAYOR HANSEN COUNCIL MEMBER COPELAND
ABSTAIN:	NONE

VICE MAYOR WOODS adjourned the meeting at 9:38 p.m.

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LORI Y. WOODS  
VICE MAYOR

Attest:

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DARITZA GONZALEZ  
CITY CLERK