



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
July 25, 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.

This meeting will be held in person and via teleconference pursuant to Government Code Sections 54953(b) and 54953(c) at the Council Chambers of City Hall, 2175 Cherry Avenue, Signal Hill, CA 90755 and 42 Baka Road, Madison, ME 04950.

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, CA 90755 and 42 Baka Road, Madison, ME 04950.
- 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, July 25, 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 – 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. A CLOSED SESSION WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(2).

CONFERENCE WITH LEGAL COUNSEL - POTENTIAL LITIGATION.
SIGNIFICANT EXPOSURE TO LITIGATION.

NUMBER OF POTENTIAL CASES: 1

- b. A CLOSED SESSION WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54957 TO CONDUCT A PUBLIC EMPLOYEE PERFORMANCE EVALUATION.

TITLE: CITY MANAGER

(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) **PRESENTATIONS**

- a. THE PUBLIC WORKS DEPARTMENT WILL PROVIDE A PRESENTATION HIGHLIGHTING THE CITY'S USE OF GIS AND AVAILABLE PUBLIC ACCESS TO THE GIS OPEN DATA PORTAL.
- b. THE CITY OF LONG BEACH ANIMAL CARE SERVICES DEPARTMENT WILL INTRODUCE A PET THAT IS AVAILABLE FOR ADOPTION.
- c. REPRESENTATIVES FROM THE CHILDREN'S CLINIC WILL PROVIDE AN OVERVIEW AND UPDATES REGARDING THE SERVICES THE ORGANIZATION PROVIDES TO SIGNAL HILL RESIDENTS.

(12) **PUBLIC HEARING**

- a. PUBLIC HEARING - CONDITIONAL USE PERMIT 23-01 TO OPERATE THE LONG BEACH FIREFIGHTERS' ASSOCIATION CORPORATION LOCAL 372 AS DEFINED BY THE SIGNAL HILL MUNICIPAL CODE AND TO ALLOW LIMITED LARGE EVENTS AND USE OF THE ADJACENT CITY PARKING LOT PURSUANT TO AN EXECUTED LICENSE AGREEMENT AND FINDING THAT SAID ACTION IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO STATE CEQA GUIDELINES SECTION 15301

Summary:

Form of Notice: Notice was published in the Signal Tribune newspaper per Government Code §65091(a)(4) on July 14, 2023; mailed to property owners and residents within a 300' radius of the subject site on July 14, 2023; mailed to property owners and residents on North Legion Drive and on the north side of East Hill Street between North Legion Drive and Rose Avenue on July 14, 2023; and posted in accordance with Signal Hill Municipal Code (SHMC) Section 1.08.010 at City Hall, Signal Hill Library, Reservoir Park, and Discovery Well Park on July 14, 2023.

Kevin Scott, the authorized agent on behalf of the property owner, the Long Beach Firefighters' Association Corporation Local 372 (LBFFA), is requesting a

Conditional Use Permit to operate a club as defined by SHMC Section 20.04.153, to include holding events at its existing offices at 2201 Cherry Avenue as allowed in the Commercial Residential (CR) zoning district.

Recommendations:

1. Adopt a resolution approving Conditional Use Permit 23-01, to allow operation of a club with associated, limited large events, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT 23-01, A REQUEST TO OPERATE A CLUB, AS DEFINED BY THE SIGNAL HILL MUNICIPAL CODE, AND TO ALLOW A LIMITED NUMBER OF LARGE EVENTS AND THE USE OF THE ADJACENT CITY PARKING LOT PURSUANT TO AN EXECUTED LICENSE AGREEMENT AT 2201 CHERRY AVENUE IN THE COMMERCIAL RESIDENTIAL (CR) ZONING DISTRICT AND FINDING THAT SAID ACTION IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO STATE CEQA GUIDELINES SECTION 15301

2. Adopt a resolution approving the Parking License Agreement between the City of Signal Hill and the LBFFA, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE A PARKING LICENSE AGREEMENT BETWEEN THE CITY OF SIGNAL HILL AND THE LONG BEACH FIREFIGHTERS' ASSOCIATION ALLOWING NON-EXCLUSIVE, LIMITED, AND CONDITIONAL USE OF THE CITY PARKING LOTS AT 1919 EAST HILL STREET AND FINDING THAT SAID ACTION IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO STATE CEQA GUIDELINES SECTION 15301

(13) CITY MANAGER REPORTS

- a. CONTRACT SERVICES AGREEMENT WITH JOHN KALISKI ARCHITECTS, INC. FOR CIVIC CENTER MASTER PLAN SERVICES

Summary:

The City Council will consider approving a Contract Services Agreement with John Kaliski Architects, Incorporated (JKA) for preparation of a Civic Center Master Plan, in the amount of \$218,915 with a contingency of \$31,085. The City released a Request for Proposals (RFP) for these services on May 5, 2023, with a proposal due date of June 15, 2023; the City received eight proposals by the deadline. Following staff review of proposals and interviews, JKA was the highest ranked firm. Based on the evaluation process, staff believes JKA is the best qualified firm to work with community stakeholders to prepare a comprehensive redesign of the Civic Center campus, develop conceptual site

plans based on feedback, and identify a funding plan for each option. If approved by City Council, JKA believes the work can be completed within a five-month period from the contract start date.

Recommendations:

1. Authorize the City Manager to enter into a Contract Services Agreement with John Kaliski Architects Incorporated for preparation of a Civic Center Master Plan, in the amount of \$218,915, in a form approved by the City Attorney; and
 2. Authorize the City Manager to approve a contingency in the amount not to exceed \$31,085 to match the City Council's appropriation of \$250,000.
- b. **CONSIDERATION OF ATTENDANCE CALENDAR**

Summary:

The City Council will consider the process to report an absence prior to a City Council meeting and consider establishing a City Council attendance calendar.

Recommendation:

Provide direction to staff.

(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. **CONTRACT AMENDMENT REGISTER DATED JULY 25, 2023**

Summary:

The Contract Amendment Register is a listing of proposed contract amendments and project change 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 reviewed and approved each amendment for streamlined processing.

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

FCG Consultants, Incorporated: Services for Spring Street Bicycle Lane Gap Closure project (90.18003). Amendment No. 2 extends the term by nine months through September 30, 2023, and increases the compensation by \$41,019.56

due to project delays and additional services. The revised total not-to-exceed contract amount is \$322,712.56.

Tetra Tech, Incorporated: Services for Well 10 Construction project (95.18011). Amendment No. 2 extends the term by 5 months through November 30, 2023, and increases the total compensation by \$17,000 to a new not-to-exceed contract amount of \$475,000 for additional services for permit information.

Architerra Incorporated dba Architerra Design Group: Professional design services for Hillbrook Park Renovation Design project (80.23007). Amendment No. 1 extends the term by 8 months through March 30, 2024, due to scheduling delays and to provide additional support services.

SWA Group, Incorporated: Professional architectural design services for the Citywide Median Landscape project (90.23006). Amendment No. 1 extends the term by 10 months through May 30, 2024, due to scheduling delays and provide additional support services; the amendment does not provide additional compensation.

Recommendation:

Authorize the Contract Amendment Register dated July 25, 2023.

b. RESOLUTION AMENDING THE CONFLICT OF INTEREST CODE

Summary:

Government Code Section 87300 et. seq. requires local governments review their respective conflict of interest code to determine its accuracy or make amendments as necessary. Currently, staff believes it is necessary to amend the City's Conflict of Interest Code to update the list of designated employees to ensure consistency with the recently updated City Council-approved Personnel Summary.

Recommendation:

Adopt the resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING RESOLUTION NO. 2021-09-6640, AMENDING THE CONFLICT OF INTEREST CODE FOR THE CITY OF SIGNAL HILL

c. RESOLUTION DESIGNATING AUTHORIZED AGENTS OF THE CITY OF SIGNAL HILL FOR CALIFORNIA'S OFFICE OF EMERGENCY SERVICES PUBLIC ASSISTANCE GRANTS

Summary:

The City of Signal Hill declared a local emergency in accordance with California Government Code 8630 and the Signal Hill Municipal Code in response to the

COVID-19 pandemic. Staff submitted an application requesting reimbursement for expenses related to the COVID-19 pandemic to the Federal Emergency Management Agency and the California Governor's Office of Emergency Services (Cal OES). Cal OES is requesting the City complete the Request for Public Assistance Application and Cal OES Form 130.

Recommendation:

Adopt the following resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, DESIGNATING THE CITY MANAGER, THE CHIEF OF POLICE, AND THE DEPUTY CITY MANAGER AS AUTHORIZED AGENTS TO EXECUTE APPLICATIONS ON BEHALF OF THE CITY OF SIGNAL HILL FOR THE PURPOSE OF OBTAINING POST-DISASTER ASSISTANCE GRANTS FROM CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES AND FEDERAL EMERGENCY MANAGEMENT AGENCY

d. 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.

e. WARRANT REGISTER DATED JULY 25, 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 July 25, 2023.

f. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of July 11, 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

(16) ADJOURNMENT

Tonight's meeting will be adjourned to the next regular meeting of the Signal Hill City Council to be held on Tuesday, August 8, 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.