



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
August 08, 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, August 8, 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 54957 TO CONDUCT AN 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) PRESENTATION**

- a. THE PUBLIC WORKS DIRECTOR WILL INTRODUCE MALINDA MITCHELL, PUBLIC WORKS ADMINISTRATIVE ASSISTANT AND RYAN HEIGHES, FLEET SERVICES SUPERVISOR FOR THE CITY OF SIGNAL HILL.

(12) CITY MANAGER REPORTS

- a. CONTRACT SERVICES AGREEMENT WITH STUDIO SPECTRUM, INC. FOR CITY COUNCIL CHAMBER AUDIO VISUAL IMPROVEMENT PROJECT

Summary:

The City Council will consider entering into a new Contract Services Agreement with Studio Spectrum, Inc. (Studio Spectrum) to purchase and install new video hardware and broadcast systems, City Council Chamber and control room equipment, and provide streaming video services, including closed captioning, for a not-to-exceed amount of \$198,088.79, in a form approved by the City Attorney; and authorize the City Manager to approve a contingency in the amount not to exceed 10%.

Recommendation:

Authorize the City Manager to enter into a three-year Agreement with Studio Spectrum to purchase and install new video hardware and broadcast systems, City Council Chamber and control room equipment, and provide streaming video services, including closed captioning, for a not-to-exceed amount of \$198,088.79, in a form approved by the City Attorney; and authorize the City Manager to approve a contingency in the amount not to exceed 10%.

- b. OVERVIEW OF THE SIGNAL HILL LEADERSHIP ACADEMY

Summary:

The City Manager's office developed the Signal Hill Leadership Academy (SHLA) to provide community members with an opportunity to gain in-depth insight into the workings of local government. This new community engagement initiative consists of a four-week leadership program aimed at providing community members with a comprehensive understanding of City government and encouraging active civic engagement. Through this academy, the City strives to make City functions more transparent and accessible to our Signal Hill residents and community members. SHLA will run for four weeks, commencing on Thursday, September 28, 2023, and concluding with a graduation ceremony at the City Council meeting of Tuesday, October 24, 2023.

Recommendation:

Receive and file.

(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. RESOLUTION DECLARING FINAL ACCEPTANCE OF THE SPRING STREET BICYCLE LANE GAP CLOSURE PROJECT (PROJECT NO. 90.18003) PURSUANT TO THE PUBLIC WORKS CONTRACT WITH SEQUEL CONTRACTORS, INC.

Summary:

Sequel Contractors, Inc. (SCI) completed the work for the Spring Street Bicycle Lane Gap Closure Project ("Project"), to the satisfaction of the Public Works Department and in accordance with the project plans and specifications. The Project was funded by a federal Active Transportation Plan Grant and included various improvements to the public right-of-way on Spring Street between Atlantic Avenue and Junipero Avenue including pavement rehabilitation, addition of new Class II bicycle lanes, street lighting, and other improvements. The final cost of the construction contract with SCI was \$1,899,150.49. Staff is recommending final acceptance of the work performed by SCI and issuance of final payment.

Recommendations:

1. 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 PLANS AND SPECIFICATIONS FOR THE SPRING STREET BICYCLE LANE GAP CLOSURE PROJECT (PROJECT NO. 90.18003) IN THE CITY OF SIGNAL HILL, IN ACCORDANCE WITH THE CONTRACT ENTERED INTO BETWEEN SEQUEL CONTRACTORS, INC. AND THE CITY OF SIGNAL HILL.

2. Authorize the Finance Department to release retention withheld from SCI on the project. The City may release the retention amount, totaling \$94,958, 30 days from the date the adopted resolution is recorded with the Los Angeles County, or 90 days after the last day of work on the project, whichever date occurs sooner.

- b. AMENDMENT TO THE RIGHT-OF-ENTRY PERMIT FOR HERITAGE POINT PARK

Summary:

The City Council will consider authorizing the City Manager to execute the First Amendment to the Right-of-Entry Permit between the City of Signal Hill and the City of Long Beach related to a property generally located on the west side of

Cherry Avenue and south of East Burnett Street. The property is owned by the City of Long Beach and is being used as part of Heritage Point Park.

Recommendation:

Authorize the City Manager to execute the First Amendment to the Right-of-Entry Permit between the City of Signal Hill and the City of Long Beach, for a term of one year, in a form approved by the City Attorney.

c. CONTRACT AMENDMENT REGISTER DATED AUGUST 8, 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:

Desi Alvarez dba MCM Management Co.: Project management services for Well 10 Construction project (95.18011). Amendment No. 3 extends the term by four months through November 30, 2023, and increases compensation by \$16,000. The revised total not-to exceed contract amount is \$441,000.

Project Partners, Inc.: Professional water utility consulting support services for the Water Superintendent. Amendment No. 2 increases compensation by \$101,600. The revised total not-to-exceed amount is \$201,600.

AKM Consulting Engineers: On-call water engineering services for Temple Reservoir. Amendment No. 4 extends the term by one year through July 11, 2024.

Recommendation:

Authorize the Contract Amendment Register dated August 8, 2023.

d. FEE WAIVER REQUEST FOR THE FRIENDS OF SIGNAL HILL LIBRARY BOOK SALE

Summary:

The Friends of Signal Hill Library (FOSHL) is proposing to host a book sale fundraiser event on Thursday, October 12, 2023. FOSHL is requesting a waiver

of fees for the use of Signal Hill Library Community Room, City staff costs, and supplies for the set up and breakdown of their book sale. Additionally, FOSHL is requesting permission to promote their event by hanging banners on the Signal Point Terrace and at Hill Street and Temple Avenue.

Recommendation:

Staff recommends that City Council review and approve a waiver of fees for use of Signal Hill Library Community Room, City staff costs, supplies, and allow FOSHL to display their banners for book sale promotion.

- e. FEE AND ALCOHOL PROHIBITION WAIVER REQUEST FOR THE SIGNAL HILL COMMUNITY FOUNDATION ANNUAL FUNDRAISING EVENT

Summary:

The Signal Hill Community Foundation (SHCF) is proposing to host its annual fall fundraiser event on Friday, October 13, 2023. SHCF is requesting a waiver of fees for the use of the Signal Point Terrace, including staff fees, and a waiver of the alcohol prohibition on City property and live music policy. The SHCF secured an off-site, private venue as its primary space for this event, and would like to secure the City venue as an alternate.

Recommendation:

Staff recommends that City Council approve the request for the waiver of fees for use of the Signal Point Terrace, City staff costs, and supplies; and waive the policy to allow live music and alcohol on City property for this annual fundraising event.

- f. WARRANT REGISTER DATED AUGUST 8, 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 August 8, 2023.

- g. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of July 25, 2023.

Recommendation:

Approve the meeting minutes.

(14) COUNCIL AGENDA--NEW BUSINESS

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

(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 22, 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.