



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
January 09, 2024

The City of Signal Hill appreciates your attendance. Citizen interest provides the Council and Agency with valuable information regarding issues of the community. Meetings are held on the 2nd and 4th Tuesday of every month.

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 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.

To participate at 7:00 p.m.:

- In-person Participation: Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, California.
- 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, January 9, 2024. Written comments will be provided electronically to City Council and attached to the meeting minutes. Written comments will not be read into the record.

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

(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. CHIEF BYERLEY WILL INTRODUCE AND SWEAR IN ADRIAN RAYON AND REESE PROULX, NEW POLICE OFFICERS FOR THE CITY OF SIGNAL HILL.
- b. CHIEF BYERLEY WILL INTRODUCE REBECCA LOPEZ, EMERGENCY MANAGEMENT COORDINATOR FOR THE CITY OF SIGNAL HILL.
- c. THE PARKS, RECREATION AND LIBRARY SERVICES DEPARTMENT STAFF WILL PROVIDE AN OVERVIEW OF THE CITY OF SIGNAL HILL CENTENNIAL CELEBRATION.

(7) **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. 2023-01-6719, CONFIRMING THE APPOINTMENT OF DELEGATES AND ALTERNATES AS OFFICIAL REPRESENTATIVES OF THE CITY

Strategic Plan Goal(s):

Goal No. 5 High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

b. 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 applied for institutional permits for 2024 (Cole Vocational Services: 2798 Junipero Avenue; Courtyard Care Center: 1880 Dawson Avenue; Dungarvin California, LLC: 695 E. 27th Street; Las Brisas Childcare Center: 2399 California Avenue, Suite A; and Unlimited Quest: 3350 Olive Avenue).

The City's review process for an institutional permit requires multiple City department inspections and a review of online reports from State and Federal inspections. Based on the results of the review process, staff recommends City Council adoption of the resolution approving the annual permits for calendar year 2024.

Strategic Plan Goal(s):

Goal No. 2 Community Safety: Maintain community safety by supporting public safety services and increasing emergency preparedness.

Recommendation:

Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING THE ANNUAL INSTITUTIONAL PERMITS FOR 2024 FOR COLE VOCATIONAL SERVICES, COURTYARD CARE CENTER, DUNGARVIN CALIFORNIA LLC, LAS BRISAS CHILDCARE CENTER, AND UNLIMITED QUEST

(8) 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. ANNUAL REPORT ON DEVELOPMENT IMPACT FEES FOR FISCAL YEAR (FY) 2022-23

Summary:

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 annual financial information for FY 2022-23.

Strategic Plan Goals:

- Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.
- Goal No. 3 Economic & Downtown Development: Improve the local economy, support local businesses, and create a vibrant downtown core.
- Goal No. 4 Infrastructure: maintain and improve the City's physical infrastructure, water system, and recreational spaces.

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).

b. CONTRACT AMENDMENT REGISTER DATED JANUARY 9, 2024

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
- The City Manager reviewed and approved each amendment for streamlined processing.

The contract amendment being presented for City Council consideration is as follows:

TalentZok for professional temporary staffing services. Amendment No. 1 extends the term through January 31, 2025, and proposes a scope of service/fee for a temporary employee (Accounts Payable Specialist) in the Finance Department. There is no increase in the compensation as set forth in the original agreement. Staff anticipates a new permanent employee will be hired by June 30, 2024.

Strategic Plan Goal(s):

- Goal No. 5 High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Authorize the Contract Amendment Register dated January 9, 2024.

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.

Strategic Goal(s):

Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.

Recommendation:

Receive and file.

d. WARRANT REGISTER DATED JANUARY 9, 2024

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.

Strategic Plan Goal(s):

Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.

Recommendation:

Authorize payment of the Warrant Register dated January 9, 2024.

e. APPROVAL OF MEETING MINUTES

Summary:

Special Meeting of December 5, 2023.
Regular Meeting of December 12, 2023.

Recommendation:

Approve the meeting minutes.

(9) COUNCIL AGENDA--NEW BUSINESS

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

(10) ADJOURNMENT

Tonight's meeting will be adjourned to the next regular meeting of the Signal Hill City Council to be held on Tuesday, January 23, 2024, at 7:00 p.m., in the Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, CA 90755.

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.