



## CITY OF SIGNAL HILL

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2175 Cherry Avenue • Signal Hill, California 90755-3799

THE CITY OF SIGNAL HILL  
WELCOMES YOU TO A REGULAR  
CITY COUNCIL MEETING  
February 27, 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](http://www.cityofsignalhill.org).

**To view the meeting live at 7:00 p.m.:**

- City of Signal Hill website at [www.cityofsignalhill.org](http://www.cityofsignalhill.org), select the City Council Meetings Link from the home page.
- Charter Spectrum Channel 3 or Frontier FiOS Channel 38.

**To participate (closed session at 6:00 p.m. and regular meeting 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](mailto:cityclerk@cityofsignalhill.org) not later than 5:00 p.m. on Tuesday, February 27, 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 – 6:00 P.M.**

**(2) ROLL CALL**

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

**(3) CLOSED SESSION**

a. A CLOSED SESSION WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(2), AND GOVERNMENT CODE SECTION 54956.9(D)(4).

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

NUMBER OF POTENTIAL CASES: 3

**(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. A STUDENT REPRESENTATIVE FROM ALVARADO SCHOOL WILL PARTICIPATE IN THE CITY COUNCIL MEETING BY LEADING THE PLEDGE OF ALLEGIANCE AND CEREMONIOUSLY PRESIDING OVER THE MEETING WITH THE GAVEL. MAYOR WOODS WILL THEN ACKNOWLEDGE AND RECOGNIZE THE STUDENT.

b. THE SUSTAINABLE CITY COMMITTEE SELECTED THE PROMONTORY WEST BLUFF SKYLINE ESTATES HOMEOWNER'S ASSOCIATION TO RECEIVE THE SUSTAINABILITY AWARD FOR COORDINATING THE INSTALLATION OF RESIDENTIAL SOLAR SYSTEMS FOR HOMEOWNERS.

**(12) CITY MANAGER REPORTS**

- a. CONTINUANCE OF THE PROCLAMATION OF THE EXISTENCE OF A LOCAL EMERGENCY IN RESPONSE TO THE FEBRUARY 2024 WINTER STORMS, A RESOLUTION AUTHORIZING AN EMERGENCY PUBLIC WORKS CONTRACT FOR THE REPAIR WORK AT PANORAMA PROMENADE TRAIL AND MOLINO AVENUE AND 20TH STREET, AND APPROVAL OF GENERAL SERVICES AGREEMENT WITH ZIMPRICH ENGINEERING INCORPORATED

**Summary:**

The City Council will consider authorizing the City Manager to extend the proclamation of the existence of a local emergency in response to the February 2024 winter storms for 60 days. The City Council will also consider adopting a resolution, by four-fifths vote, authorizing the City Manager, or his designee, pursuant to Public Contract Code Section 20168 and 22050, to enter into an emergency Public Works contract for the storm damage repairs at the Panorama Promenade Trail and Molino Avenue and 20th Street. Staff also requests City Council approve a General Services Agreement with Zimprich Engineering Incorporated for a not-to-exceed amount of Four Hundred Thirty-One Thousand Nine Hundred Ten Dollar (\$431,910) for work pertaining to Panorama Promenade Trail and 20th and Molino Ave Slope immediate repair projects.

**Strategic Plan Goal(s):**

- Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.
- Goal No. 2 Community Safety: Maintain community safety by supporting public safety services and increasing emergency preparedness.
- Goal No. 4 Infrastructure: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

**Recommendations:**

1. Authorize the City Manager to extend proclamation of the existence of a local emergency in response to the February 2024 winter storms for 60 days.
2. Adopt a resolution, by four-fifths vote, to find that the public interest and necessity demand the immediate expenditure of public money to safeguard life, health, or property and that the City may take immediate action required by the emergency, including procuring the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts to complete the emergency repair, to be completed within the scope of the agreement with the contractor, for the

storm damage at the Panorama Promenade Trail and Molino Avenue and 20th Street.

Adopt a resolution, entitled,

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, DECLARING AUTHORITY TO THE CITY MANAGER, OR HIS DESIGNEE(S), PURSUANT TO PUBLIC CONTRACT SECTION 20168 AND 22050 TO ENTER INTO AN EMERGENCY PUBLIC WORKS CONTRACT

3. Authorize the City Manager to enter into a General Services Agreement with Zimprich Engineering Incorporated for a not-to-exceed amount of Four Hundred Thirty-One Thousand Nine Hundred Ten Dollars (\$431,910) for work pertaining to Panorama Promenade Trail and 20th and Molino Avenue Slope emergency repair projects.
- b. HILLBROOK PARK IMPROVEMENT PROJECT (PROJECT NO. 80.23007)

Summary:

In February 2021, the City Council approved the 2021 Parks and Recreation Master Plan and authorized staff to create a Prioritization and Implementation Plan (PIP), which included the renovation and redesign of Hillbrook Park. On January 25, 2024, the City issued a Notice Inviting Bids for the Hillbrook Park Improvements Project. The Hillbrook Park Project has an adopted Budget of \$1,520,000, including design costs. Community feedback suggested adding an enhanced playground structure and shade structures. Staff also successfully received funding to add water conservation and sustainability elements which are eligible for funding through the Metropolitan Water District. While the additional improvements increase the overall project budget, staff believes the updated project elements would enhance the overall user experience at the park. Staff is requesting the City Council award a Public Works Contract to Green Giant Landscaping Incorporated, the lowest responsible bidder, for a total not-to-exceed amount of \$1,859,000 and adopt a budget resolution increasing the budget for the Hillbrook Park Improvements.

Strategic Plan Goal(s):

Goal No. 4 Infrastructure: Maintain and improve the public infrastructure.

Goal No. 5 High-Functioning Government: Ensure an enhanced quality of life for the residents.

Recommendations:

1. Authorize the City Manager to enter into a Public Works Contract with Green Giant Landscaping, Incorporated, for the construction of the Hillbrook Park Improvement Project (Project No. 80.23007), for a term of 120 working days and a not-to-exceed contract amount of \$1,799,000 in a form approved by

the City Attorney.

2. Authorize a contingency of \$60,000 to accommodate additional scope of work, changes, or any unforeseen conditions, to be utilized if approved by the Public Works Director, for a total construction budget of \$1,859,000.
3. Authorize the City Manager to execute the Member Agency Administered Program Reimbursement Agreement in a form approved by the City Attorney.
4. Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF SIGNAL HILL, CALIFORNIA AMENDING THE ADOPTED BUDGET AND AUTHORIZING BUDGET APPROPRIATIONS FOR FISCAL YEAR 2023-24 TO INCREASE THE CAPITAL IMPROVEMENT PROJECT AND RECORD NEW FUNDING SOURCES.

- c. AUTHORIZATION TO RELEASE REQUEST FOR PROPOSALS FOR CITYWIDE ON-CALL GRANT WRITING SERVICES

Summary:

The City Council will consider the proposed release of a Request for Proposals (RFP) to provide citywide on-call grant writing services. The scope of work includes a comprehensive process from the initial identification submission of applications for grant opportunities to fulfilling progress report requirements. The RFP establishes a detailed plan for the firm selection process and timelines, including desired expertise and qualifications. The City's goal is to establish a list of multiple on-call firms to support City Departments by providing technical expertise and support for new grant opportunities. If approved by the City Council, staff would release the RFP by March 1, 2024.

Strategic Plan Goal(s):

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

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

Goal No. 4: Maintain and improve the public infrastructure.

Recommendation:

Authorize the City Manager to issue an RFP for citywide on-call grant writing services and solicit proposals from qualified consultants.

- d. FISCAL YEAR 2023-24 MID-YEAR BUDGET REVIEW

Summary:

The City Council will conduct a mid-year budget review regarding the City's financial position based on the first six months of the fiscal year as of December 31, 2023, and consider adopting a resolution approving proposed budget adjustments. The proposed changes to the current fiscal year budget include proposed reclassifications of existing appropriations in the Vehicle and Equipment Fund and the Water Fund as well as new appropriations in the Lighting and Landscaping District Fund and the General Fund.

Strategic Plan Goal(s):

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

and resilience.

Goal No. 4 Infrastructure: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

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

Recommendation:

Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING MID-YEAR BUDGET APPROPRIATIONS AND AMENDING THE FISCAL YEAR 2023-24 ANNUAL OPERATING AND CAPITAL BUDGET

**(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. PUBLIC WORKS CONTRACT WITH PALP, INCORPORATED, DBA EXCEL PAVING COMPANY (EXCEL PAVING) FOR THE PAVEMENT MANAGEMENT PROGRAM - CHERRY AVENUE AND JESSIE NELSON CIRCLE IMPROVEMENTS PROJECT

Summary:

The City Council will consider entering into a Public Works Contract with Excel Paving for the construction of the Cherry Avenue and Jessie Nelson Circle Improvements Project. The Project includes the repair of approximately 85,000 square feet of asphalt pavement on Cherry Avenue between Hill Street and Burnett Street. The pavement repair strategies for the Project consists of street reconstruction and 2" grind and overlay, the application of approximately 13,300 square feet of Type II slurry seal coating, on Jessie Nelson Circle, and the

restoration of traffic striping and markings.

Strategic Plan Goal(s):

Goal No. 4 Infrastructure: Maintain and improve the City's physical infrastructure, water system and recreational spaces.

Recommendations:

1. Authorize the City Manager to enter into a Public Works Contract with Excel Paving for the construction of the Cherry Avenue and Jessie Nelson Circle Improvements Project, for a term of 21 calendar days and a not-to-exceed contract amount of \$321,876.60, in a form approved by the City Attorney.
2. Authorize a contingency of 10% (\$32,188) and up to a 30-calendar day extension to accommodate additional scope of work and changed or unforeseen conditions, to be utilized if approved by the Public Works Director, for a total construction budget of \$354,064.60.

b. RESOLUTION APPROVING A LIST OF PROJECTS FUNDED BY SENATE BILL 1 (THE ROAD REPAIR AND ACCOUNTABILITY ACT) FOR FISCAL YEAR 2024-25

Summary:

Based on statewide revenue projections from the California Department of Finance, the City's allocation for funding under the Road Repair and Accountability Act is expected to be approximately \$301,043 FY 2024-25. To remain eligible for funding in future fiscal years, agencies must provide a proposed list of projects to the California Transportation Commission by May 1 of each year. The City Council will consider adopting a resolution to incorporate a list of projects funded by Senate Bill 1 (Road Repair and Accountability Act) for Fiscal Year (FY) 2024-25.

Strategic Plan Goal(s):

Goal No. 4 Infrastructure: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

Recommendation:

Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING THE LIST OF PROJECTS FOR FISCAL YEAR 2024-25 PROPOSED TO BE FUNDED BY SENATE BILL 1

c. AWARD OF CONTRACT FOR THE 100TH CENTENNIAL CELEBRATION EVENT DRONE SHOW

Summary:

The City is celebrating 100 years of incorporation this year. In January 2022, the City Council created the Centennial Celebration Committee, comprised of two City Council members, one member from the Planning Commission, one member from the Parks and Recreation Commission, and one alternate member from the Planning Commission, to plan and organize various events and festivities throughout the 2024 calendar year to commemorate the occasion. The Committee, with staff support, planned a Centennial Celebration Event on Saturday, April 27, 2024. To conclude the day's activities, the event will feature a captivating drone show for all to enjoy. On January 31, 2024, staff released a Request for Proposals for a customized outdoor drone light show. The City received three responsive proposals. Following review of the proposals, staff recommends approval of an agreement with Firefly Drone Shows in a not-to-exceed amount of \$60,000.

Strategic Plan Goal(s):

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

Recommendation:

Authorize the City Manager to enter into a Professional Services Agreement, in a form approved by the City Attorney, with Firefly Drone Shows for a not-to-exceed amount of \$60,000 to provide a customized outdoor drone light show for the City's Centennial Celebration event on Saturday, April 27, 2024.

## d. CONTRACT AMENDMENT REGISTER DATED FEBRUARY 27, 2024

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.

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

Desi Alvarez dba MCM Management - Project management services for the Well 10 Project (95.18011). The proposed Amendment No. 4 would extend the term by 180 calendar days through May 28, 2024.

Tetra Tech - Professional services for Well 8 Demolition and Well 10

Construction Project. The proposed Amendment No. 3 would extend the term through May 28, 2024.

Moffat & Nichol - Professional and construction support services for the Fuel Canopy Replacement Project. The proposed Amendment No. 1 would extend the term through June 30, 2024.

Fifth Asset Incorporated, dba Debtbook - Renewing professional financial management software services for the City's leases and subscriptions initiative. The three-year agreement with DebtBook's software-as-a-service for lease and subscription management totals \$43,200, with a 5% annual fee increase. Effective from March 31, 2024, to March 31, 2027.

Gov Invest - Professional Services related to pension advisory The proposed Amendments No. 1 and 2 would increase compensation by \$20,200 for additional pension investing services and for GASB 68 and GASB 75 valuation services. The revised total not-to-exceed contract amount would total \$70,172.60.

Bob Hall & Associates - Professional Services. The proposed Amendment No. 1 would increase the compensation by \$15,000 for additional recruitment services for the Deputy Finance Director position. Amendment No. 1 would also extend the term through August 11, 2025. The revised total not-to-exceed contract amount is \$75,000.

Recommendation:

Authorize the Contract Amendment Register dated February 27, 2024.

e. 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 in 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.

f. WARRANT REGISTER DATED FEBRUARY 27, 2024

Summary:

The Warrant Register is a listing of all general disbursements issued since the prior warrant register, and warrants to be released subject to 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 February 27, 2024.

g. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of February 13, 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:

Approve the meeting minutes.

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

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

**(15) ADJOURNMENT**

Tonight's meeting will be adjourned to the next regular meeting of the Signal Hill City Council to be held on Tuesday, March 12, 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.