



## 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  
March 12, 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 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, March 12, 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. A STUDENT REPRESENTATIVE FROM ALVARADO ELEMENTARY 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. CHIEF BYERLEY WILL INTRODUCE BRAD KENNEALLY, POLICE CAPTAIN FOR THE CITY OF SIGNAL HILL.
- c. PUBLIC WORKS DIRECTOR THOMAS BEKELE WILL INTRODUCE CELESTE GODOY, ADMINISTRATIVE ASSISTANT, AND FAVIAN REAL, WATER MAINTENANCE WORKER I, FOR THE CITY OF SIGNAL HILL.
- d. THE PUBLIC WORKS DEPARTMENT WILL PRESENT A PROJECT STATUS UPDATE FOR THE FY 2023-2024 SIDEWALK REPAIR PROJECT.

**(7) CITY MANAGER REPORTS**

- a. 2023 GENERAL PLAN ANNUAL PROGRESS REPORT

Summary:

California Government Code Section 65400 mandates that cities prepare, and submit to their legislative bodies, a General Plan Annual Progress Report (GPAPR) for the previous calendar year. The GPAPR tracks the progress of the City's implementation of the General Plan programs with an emphasis on the implementation of the Housing Element. Cities must submit the GPAPR to the Governor's Office of Planning and Research and the State Department of Housing and Community Development (HCD) by April 1st of each year along

with the Housing Successor Annual Report (SB 341 report) regarding the low and moderate-income housing asset fund which must be submitted to HCD annually.

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. 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.
- 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 staff to submit the Signal Hill General Plan Annual Progress Report for calendar year 2023 to the Governor's Office of Planning and Research and to the State Department of Housing and Community Development.

**(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. CONTRACT SERVICES AGREEMENTS FOR ON-CALL SERVICES - BUILDING SAFETY PLAN CHECK AND PROFESSIONAL STAFFING SERVICES

Summary:

The City Council will consider authorizing the City Manager to execute four (4) on-call Contract Services Agreements with qualified firms (CSG Consultants, Inc, Interwest Consulting Group, Inc, Shums Coda Associates, and TRB + Associates, Inc) to provide on-call Building Safety plan check and professional staffing services, for a not-to-exceed annual amount of \$200,000 each. The Community Development Department utilizes these services to provide development related services to residents and businesses, thereby accomplishing its annual goals as defined by the City Council in the approved annual Operating Budget.

Strategic Plan Goal(s):

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. 5 High Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendations:

1. Authorize the City Manager to enter into a four-year Contract Services Agreement, with two additional one-year extensions, with CSG Consultants, Incorporated, to provide on-call Building Safety plan check and professional staffing services, for a not-to-exceed amount of \$200,000 annually, in a form approved by the City Attorney.
  2. Authorize the City Manager to enter into a four-year Contract Services Agreement, with two additional one-year extensions, with Interwest Consulting Group, Incorporated, to provide on-call Building Safety plan check and professional services, for a not-to-exceed amount of \$200,000 annually, in a form approved by the City Attorney.
  3. Authorize the City Manager to enter into a four-year Contract Services Agreement, with two additional one-year extensions, with Shums Coda Associates, to provide on-call Building Safety plan check and professional staffing services, for a not-to-exceed amount of \$200,000 annually, in a form approved by the City Attorney.
  4. Authorize the City Manager to enter into a four-year Contract Services Agreement, with two additional one-year extensions, with TRB+ Associates, Incorporated, to provide on-call Building Safety plan check and professional staffing services, for a not-to-exceed amount of \$200,000 annually, in a form approved by the City Attorney.
- b. FEE AND ALCOHOL PROHIBITION WAIVER REQUESTS FOR THE SIGNAL HILL COMMUNITY FOUNDATION ANNUAL GALA FUNDRAISING EVENT

Summary:

The City Council will consider a waiver request from the Signal Hill Community Foundation (SHCF) for facility fees and alcohol use for its annual Gala Fundraiser event, to be held at the Signal Hill Public Library on Friday, October 18, 2024. The SHCF is requesting a waiver of rental and staff fees for the use of the Community Room and Zinnia Courtyard. The City's adopted policy states

that no alcohol may be consumed on City property unless the City Council grants a waiver. The SHCF is requesting a waiver based on established guidelines, in consideration of the planned annual fall fundraising event.

Strategic Plan Objective(s):

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

Recommendations:

Staff recommends the City Council approve the Signal Hill Community Foundation's request for:

1. A requested exemption to the City Policy 4.15 prohibiting alcohol on City property; and
  2. A waiver of fees for the use of the Signal Hill Library Community Room and Zinnia Courtyard.
- c. PROPOSED ACCEPTANCE OF THE EMERGENCY MANAGEMENT PERFORMANCE (EMPG) 22 GRANT AND ADOPTION OF RESOLUTION APPROVING BUDGET AMENDMENT

Summary:

The United States Department of Homeland Security (DHS) implements grant programs that support the DHS/Federal Emergency Management Agency. The focus of these grants is to enhance resiliency and preparedness for emergencies. The City has been awarded the Emergency Management Performance Grant (EMPG) 22 funding in the amount of \$97,150. The grant funding would be used to offset City costs to upgrade the Emergency Operations Center and resources and supplies related to emergency management functions and outreach. Staff recommends the City Council authorize the City Manager to accept the grant and adopt a resolution authorizing a budget adjustment to increase grant revenue by \$97,150 and related expenditures.

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.

Recommendations:

1. Authorize the City Manager to accept grant funding through the Emergency Management Performance Grant (EMPG) 22 grant.

2. Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA AMENDING THE ADOPTED BUDGET AND AUTHORIZING BUDGET APPROPRIATIONS FOR FISCAL YEAR 2023-24

- d. PROPOSED ACCEPTANCE OF THE STATE HOMELAND SECURITY PROGRAM (SHSP) 22 GRANT AND ADOPTION OF RESOLUTION APPROVING BUDGET AMENDMENT

Summary:

The United States Department of Homeland Security (DHS) implements grant programs that support the DHS/Federal Emergency Management Agency. The focus of these grants is to enhance resiliency to emergencies and enhance preparedness. The City has been awarded the State Homeland Security Program (SHSP) 22 grant in the amount of \$45,577. The awarded SHSP 22 grant funding will be used to offset the Police Department's costs for the upgrade of a security video server. Staff recommends the City Council authorize the City Manager to accept the grant and adopt a resolution authorizing a budget adjustment to increase grant revenue by \$45,577 and related expenditures.

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 and increasing emergency preparedness.

Recommendations:

1. Authorize the City Manager to accept grant funding through the State Homeland Security Program 22 grant.

2. Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA AMENDING THE ADOPTED BUDGET AND AUTHORIZING BUDGET APPROPRIATIONS FOR FISCAL YEAR 2023-24

- e. RESOLUTION APPROVING THE FILING OF AN APPLICATION FOR THE LOS ANGELES COUNTY MEASURE A GRANT FOR THE HILLBROOK PARK IMPROVEMENT PROJECT

Summary:

The Los Angeles County Regional Park and Open Space District (RPOSD) is responsible for implementing and administering the Los Angeles County Safe, Clean Neighborhood Parks, and Beaches Measure 2016 (Measure A). Measure A was developed to meet current and future park needs throughout Los Angeles County and reflects the findings of the Countywide Parks and Recreation Needs Assessment completed in 2016. Voters approved Measure A in 2016 which includes both formula-based allocations to agencies throughout the study area as well as competitive grants open to public agencies, non-profit organizations, and schools.

The City is eligible to apply for Measure A grants funds in the amount of \$225,000. If awarded, staff would utilize this grant for the Hillbrook Park Improvement Project. To apply for the formula-based allocation funds, the RPOSD requires the City to adopt a resolution. Staff recommends the City Council adopt a resolution authorizing staff to apply for the Measure A Grant Annual Allocation Program for the Hillbrook Park Improvement Project.

Strategic Plan Goal(s):

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

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

Recommendations:

1. Adopt a resolution, entitled:

RESOLUTION OF THE CITY OF SIGNAL HILL APPROVING THE FILING OF AN APPLICATION FOR GRANT FUNDS FROM THE LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT FOR MEASURE A FUNDING FOR THE HILLBROOK PARK IMPROVEMENT PROJECT

2. Authorize the City Manager to accept grant funding from the Measure A Annual Allocation Grant Program, and appoint the City Manager/Public Works Director, or designee to execute and submit all documents including, but not limited to applications, agreements, and amendments for completion of the Project.

f. CONTINUANCE OF THE PROCLAMATION OF THE EXISTENCE OF A LOCAL EMERGENCY IN RESPONSE TO THE FEBRUARY 2024 WINTER STORMS AND REAFFIRMING EMERGENCY CONDITIONS REQUIRING EMERGENCY ACTION TO COMPLETE EMERGENCY REPAIRS AT PANORAMA PROMENADE AND MOLINO AVENUE AND 20TH STREET

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 22050, to continue emergency storm damage repairs at the Panorama Promenade Trail and Molino Avenue and 20th Street.

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 the 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, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, DECLARING THE NEED TO CONTINUE THE EMERGENCY CONTRACTING AUTHORITY DELEGATED TO THE CITY MANAGER, OR HIS DESIGNEE(S), PURSUANT TO PUBLIC CONTRACT CODE SECTION 22050

- g. CONTRACT AMENDMENT REGISTER DATED MARCH 12, 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
- City Manager has reviewed and approved each amendment for streamlined processing.

There is one contract amendment being presented for City Council consideration are as follows:

Architerra Incorporated dba Architerra Design Group - Design consultant services agreement. The proposed Amendment No. 2 would extend the term through October 30, 2024. There is no proposed change to the compensation.

Strategic Plan Goal(s):

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

Recommendation:

Authorize the Contract Amendment Register dated March 12, 2024.

h. WARRANT REGISTER DATED MARCH 12, 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 March 12, 2024.

i. 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.

**(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, March 26, 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.