



## 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  
May 28, 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 74 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, May 28, 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 54957.6, CONFERENCE WITH LABOR NEGOTIATORS.

AGENCY DESIGNATED REPRESENTATIVE: MAYOR AND CITY MANAGER.  
REPRESENTED EMPLOYEES: ALL EMPLOYEES.  
EMPLOYEE ORGANIZATIONS: SIGNAL HILL EMPLOYEES' ASSOCIATION  
AND SIGNAL HILL POLICE OFFICER'S ASSOCIATION.

- b. A CLOSED SESSION WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(2).

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION  
SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO GOVERNMENT  
CODE SECTION 54956.9(D)(2)

NUMBER OF POTENTIAL CASES: 1

(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 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. THE CITY COUNCIL WILL RECOGNIZE THE SPONSORS FOR THE CITY CENTENNIAL.
  - c. MAYOR WOODS WILL PRESENT A PROCLAMATION TO CITY CLERK DARITZA GONZALEZ AND SENIOR DEPUTY CITY CLERK KIM BOLES IN RECOGNITION OF PROFESSIONAL MUNICIPAL CLERKS WEEK, MAY 5 THROUGH MAY 11, 2024.
  - d. MAYOR WOODS WILL PRESENT A PROCLAMATION TO THE COMMUNITY DEVELOPMENT DEPARTMENT BUILDING SAFETY DIVISION IN RECOGNITION OF MAY AS NATIONAL BUILDING SAFETY MONTH.
  - e. MAYOR WOODS WILL PRESENT A PROCLAMATION TO THE SIGNAL HILL PUBLIC WORKS STAFF IN RECOGNITION OF PUBLIC WORKS WEEK, MAY 20-24, 2024.

**(12) PUBLIC HEARINGS**

- a. PUBLIC HEARING - INTRODUCTION OF ORDINANCES TO ADJUST CITY COUNCIL, CITY CLERK, AND CITY TREASURER COMPENSATION, AND A RESOLUTION ADOPTING A POLICY IMPLEMENTING A PROCEDURE FOR THE PERIODIC REVIEW OF CITY COUNCIL, CITY CLERK, AND CITY TREASURER COMPENSATION ADJUSTMENT

Summary:

At the City Council meeting of April 9, 2024, the City Council directed staff to prepare an adjustment to compensation for the City Council, City Clerk, and City Treasurer. Additionally, the City Council requested a draft policy to review future adjustments on a regular basis to align with the two-year budget cycle, and the City's General Municipal Elections in even-numbered years. The City Council will consider adjusting compensation levels for members of the City Council, City Clerk, and City Treasurer and review the draft policy addressing future compensation adjustments.

Form of Notice: The City published the notice in the Signal Tribune newspaper on May 17, 2024. The City published the notice in accordance with Signal Hill Municipal Code Section 1.08.010 at City Hall, the Signal Hill Public Library, Discovery Well Park, and Reservoir Park on or before May 17, 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.

Recommendations:

1. Introduce an Ordinance, entitled:

AN ORDINANCE OF THE CITY COUNCIL, OF THE CITY OF SIGNAL HILL, CALIFORNIA, ADJUSTING COMPENSATION FOR CITY COUNCIL MEMBERS IN ACCORDANCE WITH STATE LAW

2. Introduce an Ordinance, entitled:

AN ORDINANCE OF THE CITY COUNCIL, OF THE CITY OF SIGNAL HILL, CALIFORNIA, ADJUSTING COMPENSATION FOR CITY CLERK AND CITY TREASURER IN ACCORDANCE WITH STATE LAW

3. Adopt a Resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL, OF THE CITY OF SIGNAL HILL, CALIFORNIA, ADOPTING A POLICY IMPLEMENTING A PROCEDURE FOR THE PERIODIC REVIEW OF CITY COUNCIL, CITY CLERK, AND CITY TREASURER COMPENSATION ADJUSTMENTS

**(13) CITY MANAGER REPORTS**

- a. A RESOLUTION DESIGNATING AUTHORIZED GRANT AGENTS FOR THE FEDERAL EMERGENCY MANAGEMENT AGENCY AND THE GOVERNOR'S OFFICE

Summary:

In response to the early February 2024 winter storms, the City declared a local emergency in accordance with California Government Code 8625 and the Signal Hill Municipal Code. Subsequently, staff submitted an application to the Governor's Office of Emergency Services (CalOES) and Federal Emergency Management Agency FEMA requesting reimbursement for emergency expenses related to the storm. As part of this process, CalOES Form 130 requires the City to designate staff authorized to engage with FEMA and CalOES regarding the assistance and grants applied for by the City. The City Council will consider adopting a Resolution to designate staff by title as authorized grant agents for FEMA and CalOES.

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.

**(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. RESOLUTION DECLARING FINAL ACCEPTANCE OF A PAVEMENT MANAGEMENT PROGRAM RELATED TO IMPROVEMENTS ON CHERRY AVENUE AND JESSIE NELSON CIRCLE PURSUANT TO A PUBLIC WORKS CONTRACT WITH EXCEL PAVING COMPANY

Summary:

The Project is part of the City's ongoing efforts to incorporate various pavement repair strategies. This Project included the repair of approximately 83,000 square feet of pavement repairs on Cherry Avenue between Hill Street and Burnett Street, and approximately 17,600 square feet, of Type II slurry seal coating, on Jessie Nelson Circle and Hilltop Park parking lot. The Project included the restoration of traffic striping and markings. PALP, Incorporated, dba Excel Paving Company (Excel), completed the work for the Pavement Management Program to the satisfaction of the Public Works Department and in accordance with the project specifications. Staff recommends the City Council adopt a resolution declaring final acceptance of the work performed by Excel.

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 OF SIGNAL HILL, CALIFORNIA, DECLARING WORK TO BE COMPLETED IN CONFORMANCE WITH THE PLAN SPECIFICATIONS FOR PAVEMENT MANAGEMENT PROGRAM - CHERRY AVENUE AND JESSIE NELSON CIRCLE IMPROVEMENTS PROJECT, IN ACCORDANCE WITH THE CONTRACT ENTERED INTO BETWEEN PALP, INCORPORATED DBA EXCEL PAVING COMPANY AND THE CITY OF SIGNAL HILL.

- b. APPROVE A FEE WAIVER REQUEST FROM THE SPRINGS OF HOPE GRIEF CARE CENTER (SPRINGS OF HOPE) FOR A PRIVATE MEMORIAL EVENT

Summary:

Staff received a request from the Springs of Hope Grief Care Center (Springs of HOPE) for a facility fee waiver in the amount of \$1,185 for the use of the Signal Hill Library Community Room, Signal Hill Park Open Space, and Picnic Shelter

No. 3. The City Council will consider a waiver request from Springs of HOPE for facility and staff fees.

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:

Staff recommends the City Council approve the Springs of Hope's request for the waiver of fees for the use of the Signal Hill Library Community Room, Signal Hill Park Open Space, and Picnic Shelter No. 3.

c. CONTRACT AMENDMENT REGISTER DATED MAY 28, 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 has reviewed and approved each amendment for streamlined processing.

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

- 1) Desi Alvarez dba MCM Management - Project management services for the Well 10 Project (95.18011). The proposed Amendment No. 5 would extend the term by 180 calendar days through November 24, 2024.
- 2) Tetra Tech - Professional services for Well 8 Demolition and Well 10 Construction Project (95.18011). The proposed Amendment No. 4 would extend the term through November 24, 2024.
- 3) SWA Group, Incorporated - Professional Architectural Design Services for Citywide Median Landscape and Irrigation Design Project (90.23006). The proposed Amendment No. 2 would increase the compensation by \$4,320 for additional survey, renderings, and landscape recommendations. Amendment No. 2 would also extend the contract through June 30, 2024. The revised total not-to-exceed contract amount is \$179,000.
- 4) Ron's Maintenance, Incorporated - Agreement for catch basin cleaning services. The proposed Amendment No. 2 would extend the term by 30

calendar days through July 30, 2024.

- 5) Imperial County Office of Education (ICOE) Assignment and Amendment - Amendment to the agreement with Columbia Telecommunications Corporation (CTC Technologies) for Corporation for Education Network Initiatives in California (CENIC). The proposed Amendment would appoint ICOE to assume the rights and responsibilities and assigns the CENIC high-speed broadband fiber network to ICOE.

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 May 28, 2024.

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 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.

e. WARRANT REGISTER DATED MAY 28, 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 May 28, 2024.

f. APPROVAL OF MEETING MINUTES

Summary:

Special Meeting of May 14, 2024 and Regular Meeting of May 14, 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.

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

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

- a. MAYOR WOODS AND VICE MAYOR WILSON WILL REPORT ON THEIR ATTENDANCE AT THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS REGIONAL CONFERENCE AND GENERAL ASSEMBLY ON MAY 1-3 2024; AND MAYOR WOODS AND VICE MAYOR WILSON WILL REPORT ON THEIR ATTENDANCE AT THE CALIFORNIA CONTRACT CITIES ANNUAL MUNICIPAL SEMINAR ON MAY 15-19, 2024.

**(16) ADJOURNMENT**

Tonight's meeting will be adjourned to the next regular meeting of the Signal Hill City Council to be held on Tuesday, June 11, 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.