



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
September 10, 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 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 not later than 5:00 p.m. on Tuesday, September 10, 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 TO CONDUCT PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS.

TITLES: CITY MANAGER AND CITY ATTORNEY.

(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**

(12) **PUBLIC HEARINGS**

- a. PUBLIC HEARING - CONDUCT A TAX EQUITY AND FISCAL RESPONSIBILITY ACT (TEFRA) HEARING, TO ADOPT A RESOLUTION APPROVING THE ISSUANCE OF A NOT TO EXCEED TOTAL OF \$7,000,000.00 OF CALIFORNIA ENTERPRISE DEVELOPMENT AUTHORITY REVENUE BONDS FOR THE BENEFIT OF EDCO WASTE & RECYCLING SERVICES, INCORPORATED, EDCO DISPOSAL CORPORATION, EDCO WASTE SERVICES LLC, EDCO TRANSPORT SERVICES, LLC, AND/OR A RELATED ENTITY FOR THE PURPOSE OF FINANCING, REFINANCING, AND/OR REIMBURSING THE COST OF SOLID WASTE DISPOSAL FACILITIES

Summary:

Following the recent City Council approval of the EDCO Waste and Recycling Facility (EDCO) Conditional Use Permit to expand its waste operations, EDCO intends to invest in its facility by purchasing additional large capacity haul trucks at an average unit cost of \$425,000. The State developed a tax-exempt program to finance such expenditures for waste transfer facilities, which involves the issuance of tax-exempt bonds by the California Enterprise Development Authority (the Authority). This program requires a public hearing to provide an opportunity for the public to be informed about the proposed use of the tax-exempt funds. While these public hearings have historically taken place in Sacramento, recently updated regulations require public hearings to take place in the region, or locality where the operations occur. Therefore, in accordance with the Tax Equity and Fiscal Responsibility Act (TEFRA), the City Council will consider adopting a resolution to enable the issuance of tax-exempt revenue bonds in a not-to-exceed amount of \$7,000,000 to EDCO.

Form of Notice: The City published the notice in the Signal Tribune newspaper on August 30, 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 August 30, 2024, and was published on the California Enterprise Development Authority web site.

Strategic Plan Goal(s):

Goal No. 3 Improve the local economy, support local businesses, and create a vibrant downtown core.

Recommendation:

Adopt a Resolution approving the proposed issuance of the bonds by the Authority to finance, refinance, and/or reimburse the cost of solid waste disposal facilities, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING THE ISSUANCE OF A NOT-TO-EXCEED TOTAL OF \$7,000,000 OF CALIFORNIA ENTERPRISE DEVELOPMENT AUTHORITY REVENUE BONDS FOR THE BENEFIT OF EDCO WASTE & RECYCLING SERVICES, INCORPORATED, EDCO DISPOSAL CORPORATION, EDCO WASTE SERVICES LLC, EDCO TRANSPORT SERVICES, LLC AND/OR A RELATED ENTITY FOR THE PURPOSE OF FINANCING, REFINANCING, AND/OR REIMBURSING THE COST OF SOLID WASTE DISPOSAL FACILITIES, PROVIDING THE TERMS AND CONDITIONS FOR SUCH BONDS AND OTHER MATTERS RELATING THERETO HEREIN SPECIFIED

- b. PUBLIC HEARING- A RESOLUTION TO ESTABLISH A VENDING IMPOUNDMENT FEE RELATING TO UNPERMITTED SIDEWALK VENDORS THEREBY AMENDING THE UNIFORM SCHEDULE OF SERVICE FEES AND CHARGES 2024-04-6794

Summary:

Consistent with State law, the City adopts a resolution approving adjustments to its Schedule of Fees and Charges, based on annual changes in the Consumer Price Index (CPI). In other instances, operational needs dictate the City establish new fees to address updates to the Municipal Code based on City Council direction. The City Council adopted Ordinance No. 2024-07-1550 at its regular meeting on Tuesday, August 27, 2024. The primary purpose of Ordinance No. 2024-07-1550 is to amend Chapter 5.06 pertaining to sidewalk vending and Chapter 12.14 related to the storage of personal property on public property. Following the City Council adoption Ordinance No. 2024-07-1550, staff recommends an impound fee, by separate resolution, to address the cost of impound activities related to sidewalk vending. The recommended fee amount is \$658 based on a study of the probable cost based on the City's cost of service. The proposed amendment to the City's fee schedule would ensure the City recovers the cost of staff time associated with impounding equipment as necessary.

Notice was published in the Signal Tribune newspaper per Government Code Section 65091(a) (4) on August 30, 2024; and posted in accordance with Signal Hill Municipal Code Section 1.08.010 on or before August 30, 2024.

Strategic Plan Goal(s):

- Goal No. 1 Financial Stability: Endure 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 Community Safety: Maintain community safety by supporting public safety services and increasing emergency preparedness.

Recommendation:

Adopt the resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING RESOLUTION NO. 2024-04-6794, AMENDING THE UNIFORM SCHEDULE OF SERVICE FEES AND CHARGES

(13) CITY MANAGER REPORTS

- a. SIGNAL HILL GENERAL FUND RESERVE POLICY

Summary:

The City Council will consider adopting a General Fund Reserve Policy to formalize the City's financial reserve targets and reserve criteria and pre-commit

the City to prudent decisions about reserves. The City's prudent fiscal practices have enabled the City to achieve and maintain a positive, long-term stable financial condition; the City's current reserve funded status is approximately 92% of General Fund expenditures. During the budget adoption for the Fiscal Years (FY) 2024-2026, the City Council expressed an interest in revisiting the City's reserve targets and establishing a formal General Fund Reserve Policy to ensure continued long-term fiscal stability. The proposed General Fund Reserve Policy would formalize the City's management of reserve funds associated with both unplanned and planned activities to ensure funding availability on a long-term basis for both scenarios.

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:

Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, ADOPTING A GENERAL FUND RESERVE POLICY FOR THE CITY OF SIGNAL HILL.

(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. ADOPTION OF A RESOLUTION TERMINATING THE CITY MANAGER'S PROCLAMATION OF THE EXISTENCE OF A LOCAL EMERGENCY IN RESPONSE TO 2024 FEBRUARY WINTER STORMS

Summary:

On February 4, 2024, Governor Newsom proclaimed a State of Emergency for

eight counties in Southern California, including Los Angeles County, as a series of winter storms began impacting much of the State with high winds, damaging rain, and heavy snowfall. On February 6, 2024, the City of Signal Hill experienced significant damage to the Panorama Promenade and Molino Avenue and 20th Street. On February 7, 2024, the City Manager, in his role as the Director of Emergency Services, signed a proclamation of a local emergency in response to the February 2024 winter storm activity, which the City Council adopted at its February 13, 2024, meeting. On April 15, 2024, President Biden approved a Major Disaster Declaration for California and made available Federal disaster assistance to supplement recovery efforts for the areas affected by the February 2024 winter storms.

The City has completed all emergency work related to the February 2024 winter storms at both Panorama Promenade and Molino Avenue and 20th Street. Staff is currently working with Federal Emergency Management Agency (FEMA) and California Governor's Office of Emergency Services (CalOES) to obtain funding assistance for all completed emergency work projects and develop a permanent mitigation solution for Panorama Promenade slope.

Staff recommends the City Council consider adopting a proposed Resolution terminating the proclamation of the existence of a local emergency in response to the 2024 February winter storms.

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 Infrastructure: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

Recommendation:

Adopt the resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, TERMINATING THE PROCLAMATION OF THE EXISTENCE OF A LOCAL EMERGENCY BY THE CITY MANAGER OF THE CITY OF SIGNAL HILL, AS DIRECTOR OF EMERGENCY SERVICES

- b. RESOLUTION APPROVING A REVISED RECORDS MANAGEMENT PROGRAM AND ADOPTING A REVISED RECORDS RETENTION SCHEDULE FOR THE RETENTION AND DESTRUCTION OF OBSOLETE RECORDS

Summary:

The City last amended its Records Management Program (Program) in 2001.

Staff worked with the City Attorney to revise the Program, updating the language and moving towards digitizing records. Additionally, staff recently completed the annual review of the Records Retention Schedule (Schedule). Staff submitted proposed Schedule changes to the City Clerk and the City Attorney. Staff is now presenting the updated Schedule to the City Council for approval; the proposed action would amend the Schedule for the Personnel and Police Departments.

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:

Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING A REVISED RECORDS MANAGEMENT PROGRAM AND ADOPTING AN AMENDED RECORDS RETENTION SCHEDULE FOR THE RETENTION AND DESTRUCTION OF OBSOLETE RECORDS

- c. CONTRACT SERVICES AGREEMENT WITH GRANICUS, LIMITED LIABILITY CORPORATION (GRANICUS) FOR ELECTRONIC AGENDA MANAGEMENT AND VIDEO STREAMING SERVICES

Summary:

The City contracts with Granicus, for the electronic agenda management of public meetings and video streaming of City Council Meetings. Granicus has provided video streaming services to the City for the past 19 years. In 2021, the City added Legistar an electronic agenda management system to the service, enabling the City to automate the entire agenda preparation and publication process. Staff is recommending the City enter into a new Professional Contract Services Agreement with Granicus for a three-year period for a not-to-exceed amount totaling \$115,451. The proposed contract would allow the City to continue providing electronic agenda management and video streaming services for the public

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 City Manager to enter into a three-year Contract Services

Agreement with Granicus, for a total not-to-exceed amount of \$115,451.40.

d. CONTRACT AMENDMENT REGISTER DATED SEPTEMBER 10, 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:

- The City Council authorized funds with 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.

Staff is presenting one contract amendment for City Council consideration as follows:

- 1) Dudek: Consulting services for the Water Master Plan and Rate Study. The proposed First Amendment would extend the term through April 30, 2025.

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 September 10, 2024.

e. WARRANT REGISTER DATED SEPTEMBER 10, 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 September 10, 2024.

f. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of August 27, 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

(16) ADJOURNMENT

Tonight's meeting will be adjourned to the next regular meeting of the Signal Hill City Council to be held on Tuesday, September 24, 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.