



## 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  
October 22, 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, October 22, 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 CLOSED SESSION WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54957 REGARDING PUBLIC EMPLOYEE APPOINTMENT.

TITLE: DEPUTY CITY MANAGER

(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. THE CITY OF LONG BEACH, LONG BEACH ANIMAL CARE SERVICES STAFF WILL INTRODUCE A PET AVAILABLE FOR ADOPTION.
- b. THE SUSTAINABLE CITY COMMITTEE HAS AWARDED A SUSTAINABILITY AWARD TO THE HEIGHTS AT SIGNAL HILL, LOCATED AT 2201 EAST 21ST STREET FOR THEIR COMMON AREA REMODEL. THE PROJECT INCLUDED REMOVING THE WATER-AND-ENERGY CONSUMING SWIMMING POOL AND REPLACING IT WITH A BBQ AREA, PATIO, DROUGHT TOLERANT LANDSCAPING, AND A STORMWATER CAPTURE FEATURE. COMMITTEE CHAIR SONIA SAVOULIAN WILL PRESENT THE AWARD.
- c. THE PUBLIC WORKS DEPARTMENT WILL PROVIDE A PRESENTATION TITLED “PUBLIC WORKS DEPARTMENT - STATUS UPDATE ON VARIOUS FY 24-25 CIP PROJECTS.”

**(12) CITY MANAGER REPORTS**

- a. PROJECT APPROVAL AND ENVIRONMENTAL DOCUMENTS FOR EAST BURNETT STREET HISTORICAL DISTRICT PEDESTRIAN AND BIKE ENHANCEMENT PROJECT

Summary:

The City Council will consider authorizing the City Manager to enter into a Professional Consultant Services Agreement with Catalyst Environmental Solutions Corporation for the Project Approval and Environmental Documents (PA&ED) phase of the East Burnett Street Historical District Pedestrian and Bike Enhancement Project. This project includes the installation of sidewalks between Gaviota Avenue and Cherry Avenue, a Class 2 Bike Lane between Walnut Avenue and Dawson Avenue, and various roadway amenities and improvements. The PA&ED process would involve analyzing potential environmental impacts and preparing the necessary environmental documentation. The planned enhancements would promote safer, more popular, and healthier travel options along East Burnett Street. If approved by the City Council, work is scheduled to begin in November 2024 and be completed by May 2025.

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 enter into a Professional Consultant Services Agreement with Catalyst Environmental Solutions Corporation to provide PA&ED for the East Burnett Street Historical District Pedestrian and Bike Enhancement Project, for a term of six-months and a not-to-exceed contract amount of \$147,260.00, in a form approved by the City Attorney; and
2. Authorize the Public Works Director to utilize a project contingency of up to 10% (\$14,726.00) and approve up to a 180-calendar day term extension to accommodate any unforeseen conditions. The proposed contingency brings the total construction budget to \$161,986.00.

**(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. **AMENDMENT TO AGREEMENT WITH INFINITY TECHNOLOGIES FOR INFORMATION TECHNOLOGY (IT) MANAGEMENT SERVICES**

Summary:

In December 2022, the City of Signal Hill entered into a Professional Services Agreement with Infinity Technologies to administer the City's computer, technology, and cybersecurity needs. Infinity Technologies' day-to-day duties include safeguarding the City's computer networks, upgrading devices, and providing help desk service to employees. The current contract provides the City with 32 hours of support per week (totaling 4 days) at a rate of \$14,980 per month, or \$179,760 per year. Throughout the term of the agreement, staff has continued evaluating the City's technological needs. Infinity Technologies has helped the City modernize its IT infrastructure by deploying new technology to increase cybersecurity, enhancing the City's server infrastructure, and implementing a new phone system. Infinity Technologies also supported the Police Department by upgrading the radio system, body worn cameras, and in-car Police vehicle computers. After two years of service and based on the City's evolving needs and operational experience, staff recommends an increase to the annual contract amount. The proposed adjustment would reflect an increase in service levels to 40 hours (5 days per week) and extend the contract term through December 1, 2028. The proposed adjustment would increase the annual contract by \$42,240, bringing the total to \$222,000 per year.

Strategic Plan Goal(s):

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.

Recommendations:

1. Authorize the City Manager, or designee, to execute the First Amendment to the agreement with Infinity Technologies increasing the base rate to \$222,000 per year and extending the Contract term to December 1, 2028, with an effective date of November 1, 2024.

2. 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 2024-25.

- b. FIRST AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING WITH THE LOS ANGELES GATEWAY REGION INTEGRATED REGIONAL WATER MANAGEMENT JOINT POWERS AUTHORITY FOR THE DOMINGUEZ CHANNEL AND LOS ANGELES AND LONG BEACH HARBOR WATERS TOXIC POLLUTANTS TOTAL MAXIMUM DAILY LOADS

Summary:

The Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority is a watershed-based coalition. GWMA is comprised of various cities, water agencies and a port which are responsible for coordinating the regional watershed needs of 2 million people in the Gateway Region located in Southeastern Los Angeles County. The City Council will consider approving the First Amendment to the Memorandum of Understanding with the Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority for administration and cost sharing of the Harbors Waters Toxic Pollutants Total Maximum Daily Loads compliance monitoring and reporting plan.

Strategic Plan Goals(s):

- Goal No. 2 Community Safety: Maintaining 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.

Recommendation:

Authorize the City Manager to execute the First Amendment to the Memorandum of Understanding between the City and the Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority (GWMA) for administration and cost sharing to implement the coordinated compliance, monitoring, and reporting plan (CCRMP) for the Dominguez Channel and Los Angeles and Long Beach Harbors Waters Toxic Pollutants Total Maximum Daily Loads. The proposed amendment would extend the term of the MOU through December 31, 2029, and allow the City to continue coordinating with other responsible agencies on regional watershed objectives.

- c. CONTRACT AMENDMENT REGISTER DATED OCTOBER 22, 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.

There are three contract amendments for City Council consideration as follows:

- 1) Architerra Incorporated, dba Architerra Design Group: Design Consulting services for Hillbrook Park. The proposed Third Amendment would extend the term through January 28, 2025.
- 2) MAJ Engineering, Incorporated: Construction services for the ADA Curb Ramp Project. Change Order No. 2 would increase the contract by \$12,372 for a total contract amount of \$157,885. This increase is \$8,490 above the original compensation including the 10% contingency. This adjustment is necessary to address unforeseen conditions during construction that required the removal of curb and gutter to accommodate required grades at new ADA curb ramps. Previously, Change Order No.1 extended the term through October 28, 2024, and increased the compensation by \$9,698.67.
- 3) Tetra Tech, Incorporated: Professional services for Well 10. The proposed Fifth Amendment would extend the term through May 23, 2025, and increase the compensation by \$5,000 for a total contract amount of \$480,000. The additional compensation is required to address new permit related comments from the Department of Drinking Water for Well 9.

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 October 22, 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 OCTOBER 22, 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 October 22, 2024.

- f. APPROVAL OF MEETING MINUTES

Summary:

Special Meeting of October 2, 2024.  
Regular Meeting of October 8, 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, November 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.