



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
January 14, 2025**

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 during the 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, January 14, 2025. 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 \$794.40 per month. City Clerk and City Treasurer are compensated \$482.04 per month.

(1) **CALL TO ORDER – 7:00 P.M.**

(2) **ROLL CALL**

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

(3) **RECONVENE REGULAR MEETING – 7:00 P.M.**

(4) **PLEDGE OF ALLEGIANCE**

(5) **PUBLIC BUSINESS FROM THE FLOOR ON ITEMS NOT LISTED ON THE AGENDA
(SPEAKERS WILL BE GIVEN THREE MINUTES FOR EACH DISTINCT ITEM)**

(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 JONES WILL THEN RECOGNIZE THE STUDENT.
- b. THE CITY MANAGER WILL INTRODUCE MARTHA BAEZ, 2024 EMPLOYEE OF THE YEAR.
- c. ACTING CHIEF OF POLICE, BRAD KENNEALLY, WILL INTRODUCE AND SWEAR IN KELLY COSTELLO, A NEW POLICE OFFICER FOR THE CITY.
- d. PRESENTATION OF THE NEW SPOTLIGHT ON SMALL BUSINESS VIDEO SERIES FEATURING NAGA CAFÉ KHMER STREET FOOD.

(7) **PUBLIC HEARINGS**

- a. PUBLIC HEARING - INTRODUCTION OF AN ORDINANCE GRANTING A PIPELINE FRANCHISE TO CRIMSON CALIFORNIA PIPELINE, L.P.

Summary:

Franchises are legal agreements wherein a local jurisdiction provides a utility with a right to serve customers within its boundaries. Crimson California Pipeline, L.P. (Crimson), a division of Crimson Midstream, Limited Liability Corporation is requesting to renew an existing pipeline franchise to operate its facilities within the City's right-of-way. At the City Council meeting of December 10, 2024, the City Council adopted a resolution declaring its intent to grant a 15-year franchise to Crimson and set a public hearing for January 14, 2025.

After reviewing the company's emergency response plan, insurance coverage, financial statements, and conducting additional due diligence with the City Attorney's Office, staff recommends the City Council adopt the proposed Ordinance extending the existing franchise with Crimson.

Form of Notice: Notice was published in the Signal Tribune newspaper on January 3, 2025. The City posted 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 January 3, 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.

Recommendation:

Introduce the following ordinance, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, GRANTING A FRANCHISE TO CRIMSON CALIFORNIA PIPELINE, L.P. AND THE INTERESTS, RIGHTS, PRIVILEGES, AND DUTIES TO LAY AND USE PIPES AND APPURTENANCES FOR TRANSMITTING AND DISTRIBUTING OIL AND PETROLEUM PRODUCTS FOR ANY AND ALL LAWFUL PURPOSES UNDER AND ALONG THE PUBLIC STREETS, WAYS, ALLEYS, AND PLACES, AS THE SAME NOW OR MAY HEREAFTER EXIST, WITHIN THIS CITY.

- b. PUBLIC HEARING - INTRODUCTION OF AN ORDINANCE GRANTING A PIPELINE FRANCHISE TO CARDINAL PIPELINE, L.P.

Summary:

Franchises are legal agreements wherein a local jurisdiction provides a utility with a right to serve customers within its boundaries. Cardinal Pipeline, L.P. (Cardinal), a division of Crimson Midstream, Limited Liability Corporation is requesting to renew an existing pipeline franchise to operate its facilities within the City's right-of-way. At the City Council meeting of December 10, 2024, the City Council adopted a resolution declaring its intent to grant a 15-year franchise to Cardinal and set a public hearing for January 14, 2025. After reviewing the company's emergency response plan, insurance coverage, financial statements, and conducting additional due diligence with the City Attorney's Office, staff recommends the City Council adopt the proposed Ordinance extending the existing franchise with Cardinal.

Form of Notice: Notice was published in the Signal Tribune newspaper on

January 3, 2025. Notice was posted 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 January 3, 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.

Recommendation:

Introduce the following ordinance, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, GRANTING A FRANCHISE TO CARDINAL PIPELINE, L.P. AND THE INTERESTS, RIGHTS, PRIVILEGES, AND DUTIES TO LAY AND USE PIPES AND APPURTENANCES FOR TRANSMITTING AND DISTRIBUTING OIL AND PETROLEUM PRODUCTS FOR ANY AND ALL LAWFUL PURPOSES UNDER AND ALONG THE PUBLIC STREETS, WAYS, ALLEYS, AND PLACES, AS THE SAME NOW OR MAY HEREAFTER EXIST, WITHIN THIS CITY.

(8) CITY MANAGER REPORTS

a. COUNCIL APPOINTMENTS TO VARIOUS ORGANIZATIONS

Summary:

The City Council actively participates in various intergovernmental committees and organizations that support the City's objectives. Following the recent City Council reorganization, the City Council will consider appointments to various committees and organizations.

Recommendation:

Adopt the resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING RESOLUTION NO. 2024-01-6775, CONFIRMING THE APPOINTMENT OF DELEGATES AND ALTERNATES AS OFFICIAL REPRESENTATIVES OF THE CITY

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.

- b. PROFESSIONAL SERVICES AGREEMENT WITH TANDEM SOLUTIONS TO UPDATE CITY EMERGENCY OPERATIONS PLAN AND DEVELOP A CRISIS COMMUNICATIONS ANNEX

Summary:

In 2024, City staff issued a Request for Proposals to select a qualified professional consulting firm to undertake a comprehensive update to the City's Emergency Operations Plan and develop a Crisis Communications Annex. Broadly defined, the Emergency Operations Plan is a detailed document that outlines how a city will respond to and manage various types of emergencies or disasters. The plan is developed and updated with consideration to other citywide operations and response plans including the General Plan and Hazard Mitigation Plan. The Crisis Communications Annex would be developed as a supplemental document to the Emergency Operations Plan and be used to outline the flow of communications and information during an emergency or disaster and include points of contact and industry best practices.

After a comprehensive and competitive process, staff recommends the City Council award a contract to Tandem Solutions, which would update the Emergency Operations Plan and the development of the Crisis Communications Annex. The City Council will consider authorizing the City Manager to execute a Professional Services Agreement with Tandem Solutions to provide professional services for the update to the City Emergency Operations Plan and the development of a Crisis Communications Annex, for a not-to-exceed amount of \$35,000.

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. 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 Professional Services Agreement with Tandem Solutions, for a total not-to-exceed amount of \$35,000.

(9) 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. ANNUAL REVIEW OF INSTITUTIONAL PERMITS

Summary:

Chapter 8.16 of the Signal Hill Municipal Code requires an annual review of institutional permits by the City Council. A total of five organizations applied for institutional permits for 2025 including: Cole Vocational Services: 2798 Junipero Avenue; Courtyard Care Center: 1880 Dawson Avenue; Dungarvin California, LLC: 695 E. 27th Street; Las Brisas Childcare Center: 2399 California Avenue, Suite A; and Unlimited Quest: 3350 Olive Avenue.

The City's review process for an institutional permit requires multiple City department inspections and a review of online reports from the State and Federal inspections. Staff recommends the City Council adopt the resolution approving the five annual permits for calendar year 2025, based on the results of the detailed review process.

Strategic Plan Goal(s):

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

Recommendation:

Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING THE ANNUAL INSTITUTIONAL PERMITS FOR 2025 FOR COLE VOCATIONAL SERVICES, COURTYARD CARE CENTER, DUNGARVIN CALIFORNIA LLC, LAS BRISAS CHILDCARE CENTER, AND UNLIMITED QUEST

b. ANNUAL REPORT ON DEVELOPMENT IMPACT FEES FOR FISCAL YEAR (FY) 2023-24

Summary:

In accordance California Government Code, Section 66006, the City is required to report on the status of Development Impact Fees (DIFs), including the collection of revenue and expenditures of these funds. This report summarizes the required annual financial information for Fiscal Year 2023-2024.

Strategic Plan Goals:

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

Recommendation:

Receive and file the annual financial report findings relating to the Traffic Impact Fees, Park and Recreation Impact Fees, and the Water System Impact Fees required under the California Mitigation Act (AB 1600).

c. CONTRACT AMENDMENT REGISTERED DATED JANUARY 14, 2025

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) Ocean Blue Environmental Services, Incorporated: On-Call Environmental Emergency Response services. The proposed First Amendment would extend the term through January 11, 2028, and increase the contract not-to-exceed amount to \$191,634.
- 2) CLIPA, LLC dba Celebration Holiday Studio: Holiday light decorations and installation. The proposed First Amendment would extend the term through July 31, 2025, with no additional compensation.
- 3) City of Long Beach: Radio Tower Transmitter Facility: The Second Amendment would amend Permit No. 35440 and outline the shared responsibilities and costs for services related to the annual holiday lighting of the Transmitter Facility and increase the not-to-exceed amount by six-thousand thousand dollars (\$6,000.00) per year for the installation and removal of lights from the Transmitter Facility.

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 January 14, 2025.
- 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 a list of 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 JANUARY 14, 2025

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 January 14, 2025.

- f. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of December 10, 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.

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

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

(11) **ADJOURNMENT**

Tonight's meeting will be adjourned in honor and memory of Signal Hill Police Chief Wayne Byerley and Civil Service Commissioner Paul Patterson. The next regular meeting of the Signal Hill City Council to be held on Tuesday, January 28, 2025, 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.