



**MINUTES OF A REGULAR MEETING  
SIGNAL HILL CITY COUNCIL**

March 9, 2021

A Regular Meeting of the Signal Hill City Council was held via video/teleconference on March 9, 2021 pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom.

**CALL TO ORDER – 6:02 P.M.**

**ROLL CALL**

PRESENT: MAYOR WILSON  
VICE MAYOR JONES  
COUNCIL MEMBER COPELAND

ABSENT: COUNCIL MEMBER HANSEN  
COUNCIL MEMBER WOODS

**CLOSED SESSION**

- a. A closed session was held pursuant to Government Code Section 54956.8, conference with real property negotiators.

Property: 3177 California Avenue, Signal Hill (Target site)  
Agency negotiators: City Manager and interim City Attorney  
Negotiating parties: City of Signal Hill and Signal Hill Petroleum

- b. A closed session was held pursuant to Government Code Section 54957 to conduct public employee performance evaluations.

Titles: All Department Directors

**PUBLIC BUSINESS FROM THE FLOOR ON CLOSED SESSION ITEMS**

There was no public business from the floor.

**RECESS TO CLOSED SESSION AT 6:03 P.M.**

Council Member Woods entered closed session at 6:05 p.m.

**RECONVENE REGULAR MEETING AT 7:05 P.M.**

Mayor Wilson asked City Manager to provide meeting participation options.

City Manager provided meeting participation options.

### **ROLL CALL**

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

ABSENT: NONE

### **PLEDGE OF ALLEGIANCE**

Mayor Wilson led the audience in the Pledge of Allegiance.

### **MAYOR'S ANNOUNCEMENT**

Mayor Wilson announced he will call upon Council Members, City Clerk, City Treasurer, and members of the public one-by-one for questions or comments and a roll call vote will be conducted for each agenda item for transparency and clarity.

### **CLOSED SESSION REPORT**

Interim City Attorney reported there was no reportable action taken for closed session items.

### **CITY MANAGER COMMENTED ON PUBLIC COMMENT PROCEDURE**

### **PUBLIC BUSINESS FROM THE FLOOR ON ITEMS NOT LISTED ON THE AGENDA**

There was no public business from the floor.

### **COMMUNITY ANNOUNCEMENTS**

Mayor Wilson made the following announcements:

City of Long Beach is now accepting Signal Hill residents for COVID-19 vaccinations. To participate, Signal Hill residents must register at [longbeach.gov/vaxLB](https://longbeach.gov/vaxLB). Once registered, residents will receive instructions for booking an appointment when available.

Diversity Coalition Committee (DCC) meetings are held the second Wednesday of each month. The next DCC meeting will be held virtually on Wednesday, March 10 at 6:00 p.m. The DCC has also formed three subcommittees – the

Facilitation Subcommittee, the Education Subcommittee, and the Continuous Improvement Subcommittee. All are welcome to attend. Participation instructions can be found on the meeting agenda on the City website.

Residents can share feedback and give input to help refine the community's goals related to parks, recreation, and facility improvements over the next ten years. Join the Parks and Recreation Commission Meeting virtually on Wednesday, March 17 at 6:00 p.m. Feedback can be given during the meeting or through an electronic survey no later than 4:00 p.m. on March 17. Residents wishing to submit comments can email [comservices@cityofsignalhill.org](mailto:comservices@cityofsignalhill.org). Call 562-989-7330 for the survey link or meeting ID and passcode.

Virtual Book Club on Thursday, March 18 from 3:30 p.m. to 4:30 p.m. The selection is *The Book Woman of Troublesome Creek*. Books will be available for pick-up at the Library during curbside pickup hours. Call (562) 989-7323 for more information.

Virtual Youth Art Exhibit from March 10 to April 10 on the Community Services Facebook page. Call (562) 989-7330 or email [comservices@cityofsignalhill.org](mailto:comservices@cityofsignalhill.org) for questions and art exhibit link.

Vice Mayor Jones commented on the virtual youth art exhibit.

All-City Socially Distanced Mayor's Clean-Up on Saturday, April 24. Sign up at [tiny.cc/cleancitygreencity](http://tiny.cc/cleancitygreencity) and upload a photo of yourself participating in the event to be featured at a future City Council meeting. A limited number of grabbers, gloves, and trash bags are available for pick up. Call (562) 989-7340 for questions and to make an appointment for supplies pick-up.

Mayor Wilson asked a question regarding the Mayor's Clean-Up.

Community Development Director addressed the question posed by Mayor Wilson.

## **PRESENTATIONS**

- a. Mayor Wilson presented a proclamation to Peggy Sanders, representative for the American Red Cross, in recognition of "March is Red Cross Month."

Ms. Sanders thanked City Council for the recognition and commented on services the American Red Cross provides.

Council Member Copeland and City Clerk thanked and commented on the American Red Cross.

- b. American University Health Sciences (AUHS) student pharmacists – Oday Sarama, Vinh Ton, James Gibson, Summer Vo, and Karine Ivanyan made a presentation regarding the COVID-19 vaccination.

Mayor Wilson asked questions regarding the COVID-19 vaccination.

Mr. Ton addressed the questions posed by Mayor Wilson.

City Council and City Clerk thanked AUHS for the presentation and commented on the COVID-19 vaccination.

c. City Manager made a presentation about COVID-19-related community updates.

Mayor Wilson and Council Member Copeland commented on the COVID-19 vaccination.

## **CITY MANAGER REPORTS**

a. Senate Bill (SB) 1383 Compliance

City Manager introduced Kristine Guerrero, Public Affairs Manager and Legislative Director of the League of California Cities, and Public Works Director who presented the staff report.

Mayor Wilson and Council Member Woods asked questions regarding SB 1383.

Ms. Guerrero addressed the questions posed by Mayor Wilson and Council Member Woods.

Vice Mayor Jones invited Steve South, President of EDCO, to comment on SB 1383.

Mr. South commented on SB 1383.

Mayor Wilson invited the public to comment on the agenda item.

There was no public comment.

Council Member Hansen and Council Member Copeland volunteered to sit on the Solid Waste Subcommittee.

Mayor Wilson and Council Member Woods commented on SB 1383.

It was moved by COUNCIL MEMBER WOODS and seconded by VICE MAYOR JONES to receive and file a presentation on "Solid Waste and Recycling in California" as presented by staff from the League of California Cities and Public Works; and identify Council Member Copeland and Council Member Hansen to sit on a Solid Waste Subcommittee to develop recommendations related to solid waste rates.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

b. Schedule for Appointments to the Planning Commission, Parks and Recreation Commission, and Civil Service Commission

City Manager presented the staff report.

Council Member Copeland asked a question regarding the interview date.

City Manager addressed the question posed by Council Member Copeland.

Mayor Wilson invited the public to comment on the agenda item.

There was no public comment.

City Council discussed the interview date and time.

It was moved by COUNCIL MEMBER COPELAND and seconded by COUNCIL MEMBER WOODS to approve the proposed recruitment schedule and select the regular City Council Meeting of April 27, 2021 to conduct candidate interviews or call a special meeting on April 29, 2021 at 6:30 p.m. if the number of candidates is greater than 10.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

c. Annual Review of Institutional Permits

City Manager introduced Community Development Director who presented the staff report.

Mayor Wilson invited the public to comment on the agenda item.

There was no public comment.

It was moved by VICE MAYOR JONES and seconded by COUNCIL MEMBER COPELAND to waive further reading and adopt Resolution No. 2021-03-6607 approving the annual institutional permits for 2021 for Cole Vocational Services, Courtyard Care Center, Dungarvin California, LLC, and Las Brisas Child Care Center.

Interim City Attorney read the title of Resolution No. 2021-03-6607, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING THE ANNUAL INSTITUTIONAL PERMITS FOR 2021 FOR COLE VOCATIONAL SERVICES, COURTYARD CARE CENTER, DUNGARVIN CALIFORNIA, LLC, AND LAS BRISAS CHILD CARE CENTER

The following vote resulted:

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

NOES:           NONE

ABSENT:        NONE

ABSTAIN:       NONE

d. Resolution Adopting a List of Projects Funded by Senate Bill (SB) 1 – The Road Repair and Accountability Act for Fiscal Year 2021-22

City Manager introduced Public Works Contracts Manager who presented the staff report.

Mayor Wilson invited the public to comment on the agenda item.

There was no public comment.

Mayor Wilson commented and asked questions regarding SB 1 funding.

Public Works Contracts Manager addressed the questions posed by Mayor Wilson.

It was moved by VICE MAYOR JONES and seconded by COUNCIL MEMBER HANSEN to waive further reading and adopt Resolution No. 2021-03-6608 approving the list of projects for Fiscal Year 2021-22 to be funded by SB 1 – The Road Repair and Accountability Act.

Interim City Attorney read the title of Resolution No. 2021-03-6608, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL APPROVING THE LIST OF PROJECTS FOR FISCAL YEAR 2021-22 TO BE FUNDED BY SB 1 – THE ROAD REPAIR AND ACCOUNTABILITY ACT

The following vote resulted:

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

NOES:           NONE

ABSENT:        NONE

ABSTAIN:       NONE

e. COVID-19 Face Covering Awareness Campaign Cost Estimates

City Manager presented the staff report.

Mayor Wilson and Council Member Hansen asked questions regarding the campaign cost estimates.

City Manager addressed the questions posed by Mayor Wilson and Council Member Hansen.

Mayor Wilson invited the public to comment on the agenda item.

There was no public comment.

City Council and City Manager discussed the campaign components and cost estimates.

It was moved by COUNCIL MEMBER WOODS and seconded by COUNCIL MEMBER HANSEN directing staff regarding components of the COVID-19 Face Covering Awareness Campaign for implementation.

The following vote resulted:

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

NOES:           NONE

ABSENT:        NONE

ABSTAIN:       NONE

### **CONSENT CALENDAR**

- a. Amendment No. 3 to Contract Services Agreement for Extension of Custodial Maintenance Services with Commercial Building Management, Inc.

Summary: The City contracted with Commercial Building Management, Inc. (CBM), formerly known as Golden Touch Cleaning, for custodial maintenance services in 2017. The original agreement allows for the term to be extended for up to three additional one-year terms. Amendment No. 2 increased the contract term by one year. The proposed recommendation will exercise the option to extend the term of the current contract by two years and will request an additional two-month term be added to align the contract with the City's fiscal calendar, and will result in a new not-to-exceed contract amount of \$635,962.

Recommendation: Authorize the City Manager to execute Amendment No. 3 to the Contract Services Agreement with CBM for custodial maintenance services extending the term by two years and two months through June 30, 2023, and increasing the contract amount by \$287,322 for a new not-to-exceed contract amount of \$635,962.

- b. Contract Services Agreement with Ralph Andersen & Associates for Human Resources Consulting Services to Conduct a Compensation Study

Summary: The City Council will consider approving a Contract Services Agreement with Ralph Andersen & Associates to conduct a city-wide compensation study. The executed agreement allows for a three-year term with two additional one-year extensions with a not-to-exceed amount of \$26,880.

Recommendation: Authorize the City Manager to enter into a Contract Services Agreement with Ralph Andersen & Associates for the City of Signal Hill



Compensation Study, in the amount of \$26,880 for the 2021 city-wide compensation study of full-time and part-time classifications, subject to the interim City Attorney approval as to form.

c. Agreement for Professional Services – Human Health/Environmental Risk Assessment Review Services

Summary: The City requires professional services from the State of California Office of Environmental Health Hazard Assessment (OEHHA) for the review of human health/ environmental risk assessments on an on-call basis. These reviews are part of the City's environmental review process.

Recommendation: Authorize the City Manager to enter into an Agreement for Professional Services – Human Health/Environmental Risk Assessment Review (On-call) with OEHHA for a term of two years and a not-to-exceed contract amount of \$20,000.

d. Amendment No. 2 to Contract Services Agreement for 401 (a) and 457(b) Plan Consultant and Investment Advisor Services

Summary: The City Council has contracted with Shuster Advisory Group, LLC, formerly SFG Retirement Plan Consulting, LLC, for investment advisor and fiduciary services related to the City's 401(a) and 457(b). Tonight the City Council will consider authorizing Amendment No. 2 to the Contract Services Agreement to extend the term for an additional three years through April 1, 2024.

Recommendation: Authorize the City Manager to execute Amendment No. 2 to the Contract Services Agreement between the City of Signal Hill and Shuster Advisory Group, LLC as the plan consultant, investment advisor and fiduciary of the City's 401(a) and 457(b) plans in a form approved by the interim City Attorney.

e. Warrant Register Dated March 9, 2021

Summary: The Warrant Register is a listing of all general checks issued since the prior warrant register and warrants to be released upon City Council approval.

Recommendation: Authorize payment of Warrant Register dated March 9, 2021.

f. Minutes of the Following Meeting

Regular Meeting of February 23, 2021.

Recommendation: Approve.

It was moved by COUNCIL MEMBER HANSEN and seconded by COUNCIL MEMBER COPELAND to approve the Consent Calendar.

The following vote resulted:

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

NOES:       NONE

ABSENT:     NONE

ABSTAIN:    NONE

### **COUNCIL AGENDA--NEW BUSINESS**

Council Member Woods commented on refurbishing the Unity Monument for the 20<sup>th</sup> anniversary of 9/11; and the cost to reopen the Library after hours.

Council Member Hansen requested City Manager include City reopening timeline in the COVID-19-related community updates presentation.

Vice Mayor Jones commented on the Healthcare Heroes commemorative flag, Concerts in the Park, the Unity Monument, and the City's upcoming 100<sup>th</sup> anniversary; and reported his attendance at the virtual League of California Cities General Membership Meeting on March 4, 2021.

Council Member Hansen commented on the Unity Monument and the Long Beach Unified School District's survey, and reminded residents of daylight savings time.

Mayor Wilson commented on daylight savings time, and his meeting with State Senator Lena Gonzalez regarding homelessness and technology infrastructure.

City Manager commented on technology infrastructure.

Council Member Woods spoke in memory of longtime community volunteer Candace Yamagawa and asked to honor Ms. Yamagawa at the next City Council meeting.

### **ADJOURNMENT**

It was moved by VICE MAYOR JONES and seconded by COUNCIL MEMBER WOODS to adjourn tonight's meeting in memory of longtime community volunteer Candace Yamagawa. The next regular meeting of the Signal Hill City Council will be held on Tuesday, March 23, 2021, at 7:00 p.m. via video and teleconference. Instructions to participate in the meeting will be provided on the meeting agenda.

The following vote resulted:

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

NOES:       NONE

ABSENT:     NONE

ABSTAIN:    NONE

MAYOR WILSON adjourned the meeting at 9:29 p.m.

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EDWARD H.J. WILSON  
MAYOR

Attest:

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CARMEN R. BROOKS  
CITY CLERK