



CITY OF SIGNAL HILL

2175 Cherry Avenue ♦ Signal Hill, CA 90755-3799

THE CITY OF SIGNAL HILL
WELCOMES YOU TO A REGULAR
CITY COUNCIL MEETING
July 13, 2021

* * *GOVERNOR'S EXECUTIVE ORDER N-29-20* * *
* *RE: CORONAVIRUS COVID-19* *

**THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE
GOVERNOR'S EXECUTIVE ORDER WHICH SUSPENDS CERTAIN
REQUIREMENTS OF THE RALPH M. BROWN ACT AND WILL BE HELD VIA
VIDEO/TELECONFERENCE**

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, as well as the opportunity to comment on each agenda item as it arises. 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.

In order to minimize the spread of the COVID-19 virus, this will be a virtual meeting.

To view or listen to 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 3 or Frontier FiOS Channel 38.
- Call (408) 638-0968 (audio only) and enter meeting ID: 881-4793-6648, press # when prompted to provide participant ID, and enter passcode: 374778. If you would like to make a public comment, please notify the meeting host by pressing *9 on the telephone keypad.

To view and participate (closed session at 6:00 p.m. and regular meeting at 7:00 p.m.):

- Visit <https://zoom.us/j/88147936648> on your desktop computer or laptop and enter passcode: 374778; or
- Visit www.zoom.us on your desktop computer or laptop, click on “Join a Meeting”, and enter meeting ID: 881-4793-6648 and passcode: 374778 when prompted; or
- Download the app from the app store if you are using a smart phone and enter meeting ID: 881-4793-6648 and passcode: 374778 when prompted.
- Please note that you will be placed in a “listen only” mode and your video feed will not be shared with the Council or public. If you would like to make a public comment, please notify the meeting host by raising your virtual hand (see hand icon at bottom of screen) and you will be invited to speak when the City Council is taking public comments. Please do not simultaneously use a microphone through Zoom and a cellphone/telephone. That combination results in audio problems for all participants.
- 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, July 13 and your comment will be read into the record.
- The City is not responsible for meeting disruptions or technical difficulties; however, if you are disconnected, please repeat the steps above.

The City of Signal Hill thanks you in advance for taking all precautions to prevent spreading the COVID-19 virus.

City Council Members are compensated \$694.14 per month. City Clerk and City Treasurer are compensated \$421.20 per month.

(1) CALL TO ORDER – 6:00 P.M.

(2) ROLL CALL

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

(3) CLOSED SESSION

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

Property: 1925 E. 21st Street, Signal Hill, APN: 7215-013-006

Agency negotiators: City Manager and City Attorney

Negotiating parties: City of Signal Hill and Carol Churchill

Under negotiation: Price and terms of payment for acquisition

b. A closed session will be held pursuant to Government Code Section 54956.9(d)(1), conference with legal counsel regarding existing litigation.

Number of cases: 1

Case Name: Mike Bubalo Construction Co., Inc. v. The City of Signal Hill

Case Number: Los Angeles Superior Court, Case No. 20STCV43549

- (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 THIS AGENDA
- (10) COMMUNITY ANNOUNCEMENTS
- (11) PRESENTATIONS
 - a. Mayor Wilson will present a proclamation to the Parks and Recreation Commission Chair, Tim Anhorn, in recognition of July as Parks Make Life Better!© Month.
 - b. City Manager will make a presentation about COVID-19-related community updates.
- (12) ORDINANCES
 - a. Second Reading and Adoption of Ordinance No. 2021-06-1521 and Ordinance No. 2021-06-1522 Adjusting Compensation for City Council Members, City Clerk, and City Treasurer and Ordinance No. 2021-06-1523 Authorizing an Increase in Health Benefits for Council Members and Ratifying Previously Authorized Benefits

Summary: Ordinance No. 2021-06-1521, Ordinance No. 2021-06-1522, and Ordinance No. 2021-06-1523 were introduced at the City Council meeting of June 22, 2021, and are now presented for second reading and adoption.

Recommendations: 1. Waive further reading and adopt Ordinance No. 2021-06-1521 adjusting compensation for City Council Members in accordance with State law. 2. Waive further reading and adopt Ordinance No. 2021-06-1522 adjusting compensation for City Clerk and City Treasurer in accordance with State law. 3. Waive further reading and adopt Ordinance No. 2021-06-1523 authorizing an

increase in health benefits for Council Members and ratifying previously authorized benefits.

b. Second Reading and Adoption of Ordinance No. 2021-06-1524 Amending the City's Purchasing Ordinance

Summary: Ordinance No. 2021-06-1524 was introduced at the City Council meeting of June 22, 2021, and is now presented for second reading and adoption.

Recommendation: Waive further reading and adopt Ordinance No. 2021-06-1524 amending the City's Purchasing Ordinance as set forth in Title 3 of the Signal Hill Municipal Code.

(13) CITY MANAGER REPORTS

a. Manual of Procedural Guidelines Workshop

Summary: At the May 27, 2021 Budget Workshop, the Council requested staff prepare an agenda item to review the current Manual of Procedural Guidelines, last adopted in 2017.

Recommendation: Provide staff with direction.

b. Future Agenda Item Consideration – Centennial Celebration Committee

Summary: In anticipation of the City's 100th anniversary of incorporation on April 22, 2024, Council Member Woods requested the placement of a discussion item regarding formation of a Centennial Celebration Committee on a future agenda.

Recommendation: Provide direction to staff regarding the placement of the requested item on a future agenda.

(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 or member of the audience for discussion.

a. Resolution Amending Records Retention Schedule

Summary: Annual review of the Records Retention Schedule has been completed. The changes to the Records Retention Schedule have been submitted by the City Clerk, approved by the City Attorney and now require City Council approval. This action would amend the Records Retention Schedule for the Administration, City Clerk, Community Development, Community Services, Economic Development, Finance, Personnel and Public Works departments.

Recommendation: Waive further reading and adopt a resolution amending the City's Records Retention Schedule previously adopted by Resolution No. 2020-10-6594, and repealing all prior resolutions.

b. Contract Amendment Register Dated July 13, 2021

Summary: The Contract Amendment Register is a listing of proposed contract amendments 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
- City Manager has reviewed and approved each amendment for streamlined processing.

All amendments have been prepared in a form approved by the City Attorney.

Recommendation: Authorize the Contract Amendment Register dated July 13, 2021.

c. Warrant Register Dated July 13, 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 July 13, 2021.

d. Minutes of the Following Meetings

Adjourned Regular Meeting of May 27, 2021 and Regular Meeting of June 22, 2021.

Recommendation: Approve.

(15) COUNCIL AGENDA--NEW BUSINESS

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

(16) ADJOURNMENT

Tonight's meeting will be adjourned to the next regular meeting of the Signal Hill City Council to be held on Tuesday, July 27, 2021, at 7:00 p.m. via video and teleconference. Instructions to participate in the meeting will be provided on the meeting agenda.

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.