



## 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  
January 24, 2023

\* \* \* Pursuant to Government Code Section 54953 (as amended by AB 361) and City Council Resolution No. 2020-03-6557, this meeting will be conducted using a hybrid meeting format in which members of the City Council, members of the public, and City staff may physically attend the meeting or virtually participate by audio and/or video. To protect members of the City Council, members of the public, and City staff, face masks are encouraged but not required. The City will evaluate the current circumstances before each meeting to decide if it is safe to change COVID-19 safety protocols. \* \* \*

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 or listen to 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 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.):**

- In-person: Council Chambers of City Hall, 2175 Cherry Avenue, Signal Hill, California.
- Visit <https://zoom.us/j/88147936648> on your desktop computer or laptop and enter passcode: 374778; or
- Visit [www.zoom.us](http://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](mailto:cityclerk@cityofsignalhill.org) not later than 5:00 p.m. on Tuesday, January 24, 2023. Written comments will be provided electronically to City Council and attached to the meeting minutes. Written comments will not 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 \$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 HANSEN  
VICE MAYOR WOODS  
COUNCIL MEMBER COPELAND  
COUNCIL MEMBER JONES  
COUNCIL MEMBER WILSON

**(3) CLOSED SESSION**

- A CLOSED SESSION WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54957 REGARDING PUBLIC EMPLOYEE APPOINTMENT.

TITLE: INTERIM CHIEF OF POLICE

- A CLOSED SESSION WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54957.6, CONFERENCE WITH LABOR NEGOTIATORS.

AGENCY DESIGNATED REPRESENTATIVES: CITY MANAGER AND CITY ATTORNEY

EMPLOYEE ORGANIZATION: SIGNAL HILL POLICE OFFICERS ASSOCIATION

c. A CLOSED SESSION WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54957.6, CONFERENCE WITH LABOR NEGOTIATORS.

AGENCY DESIGNATED REPRESENTATIVES: CITY MANAGER AND CITY ATTORNEY

EMPLOYEE ORGANIZATION: SIGNAL HILL EMPLOYEES' ASSOCIATION

d. A CLOSED SESSION WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(2).

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION. SIGNIFICANT EXPOSURE TO LITIGATION.

NUMBER OF POTENTIAL CASES: 1

(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. SIGNAL HILL HAS BEEN PRESENTED WITH THE GATEWAY CITIES 2022 ENERGY ACTION AWARD AT THE GOLD LEVEL. NANCY PFEFFER, EXECUTIVE DIRECTOR OF THE GATEWAY CITIES COUNCIL OF GOVERNMENTS, WILL MAKE THE PRESENTATION.

b. THE COMMUNITY SERVICES DEPARTMENT WILL PROVIDE A BRIEF OVERVIEW OF THE UPCOMING LIBRARY PROGRAMS AND EVENTS FOR BLACK HISTORY MONTH.

**(12) PUBLIC HEARING**

- a. PUBLIC HEARING - RESOLUTION APPROVING THE PROPOSED USE OF FISCAL YEAR (FY) 2023-24 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS

**Summary:**

Form of Notice: Notice was published in the Signal Tribune newspaper per Government Code Section 65091(a)(4) and posted in accordance with Signal Hill Municipal Code Section 1.08.010 on Friday, January 6, 2023.

The City Council will conduct a public hearing and consider proposed uses for the City's FY 2023-24 CDBG funding allocation. The Los Angeles County Development Authority (LACDA) estimates the City will receive approximately \$86,190 to use on CDBG projects and programs.

Staff is proposing to allocate the funding for two purposes: (1) continuation of the City's Food Distribution Programs and (2) construction of Americans with Disabilities Act (ADA) Streets and Sidewalk Improvements. If approved, the Council is required to adopt a resolution affirming the use of CDBG funds for the projects.

**Recommendations:**

1. Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING THE CITY'S PROPOSED COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS FOR FISCAL YEAR 2023-24

2. Approve the CDBG estimated allocation for FY 2023-24 in the amount of \$86,190 and the proposed expenditures.

**(13) CITY MANAGER REPORTS**

- a. ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR FISCAL YEAR 2021-22

**Summary:**

The Annual Comprehensive Financial Report (ACFR) is an independently audited summary report of the financial transactions of the City for Fiscal Year (FY) 2021-22, providing relevant financial information to the City Council, citizens, current and future employees, grant entities, creditors, bond investors, rating agencies, and other interested parties. This audit is performed in compliance with City Charter requirements with the results presented to the City

Council for review.

The audit was completed by the City's independent auditor, CliftonLarsonAllen LLP, Certified Public Accountants, which issued an unqualified opinion audit report, otherwise known as a "clean opinion," finding nothing of material concern in the City's internal controls, financial, and bookkeeping practices. The independent auditor's unmodified report provides assurance that the ACFR, and the audited information within, present fairly the City's financial position for the fiscal year ending June 30, 2022.

As part of this report, staff recommends appropriating the General Fund Operating Surplus of \$8.6 million. Staff recognizes the need to maintain ongoing financial stability by applying conservative budgeting practices. To that end, staff recommends allocating most of the budget surplus to replenishing and augmenting reserve funds. In addition, staff recommends allocating funding to the City's Capital Improvement Projects fund. The recommended allocations also include funding for improvements related to deferred maintenance of City Hall, a stipend allocation, as well as funding to evaluate ongoing operational staffing needs.

Recommendations:

1. Receive and file the City's ACFR for FY 2021-22.
2. Approve the proposed appropriations and reserve transfers from FY 2021-22 to FY 2022-23 operating budget and reserve balances utilizing the current FY 2021-22 General Fund operating surplus of \$8.6 million and the Library Reserve fund.
3. Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING APPROPRIATIONS FROM THE FISCAL YEAR 2021-22 GENERAL FUND OPERATING SURPLUS AND CURRENT YEAR APPROPRIATION ADJUSTMENTS, AMENDING THE FISCAL YEAR 2022-23 BUDGET

4. Direct staff to distribute copies of the ACFR for FY 2021-22 as required, as well as to the Office of the City Clerk to be placed on file for the general public and posted on the City's website.
- b. SCHEDULING A BUDGET WORKSHOP

Summary:

The City Council will consider dates for its budget workshop covering Fiscal Year (FY) 2023-24, the second year of the biennial budget for FY 2022-24.

Recommendation:

Select a date for the annual budget workshop.

c. 2022 ANNUAL REVIEW OF CONDITIONAL USE PERMITS

Summary:

Annually, the Community Development Department conducts a review of properties with active Conditional Use Permits (CUPs). The CUP Annual Review is a tool to confirm compliance with CUP conditions of approval by performing site inspections to verify compliance, site maintenance, and operations. Staff will present the findings of the 2022 CUP Annual Review.

Recommendation:

Receive and file.

**(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. CONTINUANCE OF THE PROCLAMATION OF THE EXISTENCE OF A LOCAL EMERGENCY IN RESPONSE TO COVID-19 AND FINDINGS RELATED TO AB 361 EXEMPTING THE CITY FROM BROWN ACT TELECONFERENCING RULES

Summary:

The City Council will consider the continuance of the proclamation of the existence of a local emergency in response to the current public health crisis related to COVID-19. The City Council will also consider whether to continue to hold virtual meetings of all City legislative bodies, as allowed by Assembly Bill (AB) 361.

Recommendations:

1. Receive and file report regarding the continuance of the existence of a local emergency in response to COVID-19.
2. Direct all City legislative bodies to continue to hold meetings virtually and determine that such meetings are exempt from the Brown Act teleconferencing rules based on the following findings set forth in AB 361:
  - a. There is a statewide state of emergency in effect in response to the COVID-19 pandemic; and
  - b. State or local officials have imposed or recommended measures to promote social distancing.
3. Direct staff, no later than 30 days after the City Council approves the recommended action, to report back on the state-proclaimed state of emergency so that City Council may reconsider the circumstances of the emergency and, if appropriate, make findings to continue to hold virtual meetings of City legislative bodies pursuant to AB 361.

b. ACCEPTANCE OF U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY PROJECT FUNDING GRANT FOR THE CIVIC CENTER PARKING LOT IMPROVEMENT PROJECT (90.20003)

Summary:

The Department of Housing and Urban Development (HUD), Office of Economic Development, Congressional Grants Division has made available grants for the Economic Development Initiative for the purposes of Community Project Funding in the Consolidated Appropriations Act, effective March 15, 2022. The grant will be used for the construction of improvements to the parking lot at the Civic Center north of Hill Street (Project). Adoption of this resolution provides the City's acceptance of the grant funds and authorizes the City Manager to execute the grant agreement and all necessary documents to receive and expend awarded grant funds on the Project.

Recommendations:

1. Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, ACCEPTING GRANT FUNDS FROM THE HOUSING AND URBAN DEVELOPMENT OFFICE OF ECONOMIC DEVELOPMENT FOR THE CIVIC CENTER PARKING LOT IMPROVEMENT PROJECT

2. Authorize the City Manager to execute and administer the grant agreement and all necessary documents to receive and expend awarded grant funds.

c. CONTRACT AMENDMENT REGISTER DATED JANUARY 24, 2023

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:

- 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.

One contract amendment is being presented for City Council consideration - Mariposa Landscapes, Inc. provides landscape and irrigation maintenance services for City parks and landscaped medians. The change order is for additional replacement of dead plants and repairs to irrigation, not in the original scope of the contract and a new not-to-exceed amount.

Recommendation:

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Authorize the Contract Amendment Register dated January 24, 2023.

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 on the report. The monthly transaction report provides the changes in investments for the prior month.

Recommendation:

Receive and file.

e. WARRANT REGISTER DATED JANUARY 24, 2023

Summary:

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

Recommendation:

Authorize payment of the Warrant Register dated January 24, 2023.

f. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of January 10, 2023 and Special Meeting of January 12, 2023.

Recommendation:

Approve the meeting minutes.

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

COUNCIL MEMBER WILSON

COUNCIL MEMBER JONES

COUNCIL MEMBER COPELAND

VICE MAYOR WOODS

MAYOR HANSEN

a. VICE MAYOR WOODS WILL REPORT ON HER ATTENDANCE AT THE CALIFORNIA CONTRACT CITIES ASSOCIATION LEGISLATIVE TOUR JANUARY 9-11, 2023.

**(16) ADJOURNMENT**

Tonight's meeting will be adjourned to the next regular meeting of the Signal Hill City Council to be held on Tuesday, February 14, 2023, at 7:00 p.m. (hybrid meeting format,

including in-person, and video and teleconference participation options). 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.