



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal
Hill, California 90755-3799

STAFF REPORT

10/28/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: MATTHEW RICHARDSON
CITY ATTORNEY**

**SUBJECT: ADOPT A RESOLUTION DESIGNATING THE COMMUNITY ROOM OF THE SIGNAL
HILL PUBLIC LIBRARY AS THE LOCATION OF MEETINGS FOR THE CITY
COUNCIL AND OTHER LEGISLATIVE BODIES TEMPORARILY DURING
REMODELING OF CITY HALL**

Summary:

The City of Signal Hill has designated the Council Chamber of the City Hall as the location of meetings of the City Council, and of certain other legislative bodies of the City. The ongoing remodeling of City Hall will prevent meetings from being held there temporarily. Accordingly, pursuant to the authority granted to the City by Government Code section 54954, and the City's Code and governing documents, staff recommends that the City Council adopt a Resolution designating the Community Room of the Signal Hill Public Library, as the meeting location for the City Council, and other legislative bodies, on a temporary basis until construction of City Hall has been completed and the Council Chamber reopens.

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.

Recommendation:

Adopt a Resolution, entitled:

A RESOLUTION OF THE CITY OF SIGNAL HILL, CALIFORNIA, TO DESIGNATE THE

COMMUNITY ROOM OF THE SIGNAL HILL PUBLIC LIBRARY AS THE LOCATION OF MEETINGS FOR THE CITY COUNCIL AND OTHER LEGISLATIVE BODIES TEMPORARILY DURING REMODELING OF CITY HALL

Fiscal Impact:

Designation of the Community Room at the Signal Hill Public Library as the temporary meeting location for the City Council and other legislative bodies during City Hall's remodeling is expected to incur minimal indirect costs, along with additional expenses for recording and broadcasting meetings and IT support. While direct costs remain uncertain, staff estimates that these additional expenses can be absorbed within the current budget, with no adverse impact on the current fiscal year budget.

Background & Analysis:

California Government Code Section 54954 ("Section 54954") which is codified in the Ralph M. Brown Act (Gov. Code §§ 54950 *et seq.*) governs, in part, the location of regular meetings of legislative bodies of a local agency. Section 54954 requires each legislative body of a local agency to provide by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by that body, the time and place for its regular meetings.

In accordance with Section 54954(a), the City has designated Council Chambers of City Hall located at 2175 Cherry Avenue within the City as the regular meeting location, pursuant to Signal Hill Municipal Code ("SHMC") Section 2.08.010. The City has similarly designated the same meeting location for all formal meetings of the Planning Commission pursuant to SHMC §2.36.030.

For the City Council, the City has designated the Council Chambers of City Hall as the location of regular meetings in its other governing materials. Specifically, Section 309 (Places of Meetings) of the City's Charter provides that, unless otherwise provided by ordinance or resolution of the City Council, all meetings of the City Council shall be held in the Council Chambers of the City Hall. Further, Section 3.1 of Article III of the City's "Manual of Procedural Guidelines for the Conduct of City Council and Constituent Body/Commission Meetings" ("Manual") also states that, unless otherwise specified by a resolution or ordinance applicable to a legislative body of the City, the regular meetings of the City Council shall be held at City Hall, "or at such other locations as the Legislative Body may from time to time designate by resolution, in the order of adjournment, or in the notice or call of any special meeting."

City Hall, including its Council Chambers, is currently undergoing renovations that prevent meetings from being held there. The remodel is expected to be completed in February 2026. Accordingly, the City desires to temporarily change the location of City Council meetings and of the City's other legislative bodies from City Hall to the Community Room of the Signal Hill Public Library located at 1800 E Hill Street, Signal Hill, California, 90755.

The proposed Resolution (Attachment A) provides that the change in location will continue to be in effect until construction of City Hall has been completed and Council Chambers reopen.

Reviewed for Fiscal Impact:

10/28/2025

Siamlu Cox

Attachment:

A. Resolution