



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
July 08, 2025

The City of Signal Hill appreciates your attendance. Public interest provides the Council and Agency with valuable information regarding issues of the community. Regular meetings are held on the 2nd and 4th Tuesday of every month.

Regular 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 (closed session at 6:00 p.m. and 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, July 8, 2025. Written comments will be provided electronically to the 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 – 6:00 P.M.**

(2) **ROLL CALL**

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

(3) **CLOSED SESSION**

- a. A CLOSED SESSION WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54957(B)(1) TO CONDUCT A PUBLIC EMPLOYEE PERFORMANCE EVALUATION.

TITLE: CITY ATTORNEY

(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) **PRESENTATIONS**

- a. LIBRARIAN GELLI NOCON WILL PRESENT ON THE SCHEDULED PROGRAMMING TO COMMEMORATE WOMEN'S EQUALITY DAY.
- b. MAYOR JONES WILL PRESENT A PROCLAMATION TO THE PARKS, RECREATION, AND LIBRARY SERVICES DEPARTMENT STAFF IN RECOGNITION OF JULY AS PARKS MAKE LIFE BETTER MONTH.
- c. A REPRESENTATIVE FROM THE CHILDREN'S CLINIC WILL PROVIDE AN OVERVIEW OF THE SERVICES THAT THE ORGANIZATION PROVIDES TO SIGNAL HILL RESIDENTS.

(11) CITY MANAGER REPORTS**a. EXCLUSIVE NEGOTIATION AGREEMENT WITH RED MOUNTAIN GROUP**Summary:

Red Mountain Group, based in Santa Ana, California, is a private real estate investment, development, and redevelopment firm with a national portfolio of over 5 million square feet. The developer specializes in revitalizing underutilized commercial and retail properties and has a strong track record of working with cities to support long-term economic development and commercial corridor reinvestment. The developer proposed two concepts to redevelop properties on Cherry Street. Staff collaborated with Red Mountain Group to prepare the proposed Exclusive Negotiation Agreement (ENA) which outlines the terms, conditions, and project milestones for the exclusive negotiation period. The ENA sets a defined timeframe for Red Mountain Group to complete specific performance tasks, such as due diligence and preliminary design efforts. If these requirements are met, the City and Red Mountain Group would then negotiate a Disposition and Development Agreement. Staff recommends the City Council approve the proposed ENA, substantially in the form presented, to initiate negotiations with Red Mountain Group for the potential development of the Cherry Property sites.

Strategic Plan Goal(s):

- Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.
- Goal No. 3 Economic 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, waste system, and recreational spaces.

Recommendation:

Staff recommends the City Council approve the Exclusive Negotiation Agreement (ENA) between the City of Signal Hill and Red Mountain Group substantially in the form presented for the development of the Cherry Site, located on Cherry Avenue between Willow Street and 27th Street, comprised of multiple parcels, totaling approximately 1.98 acres, and authorize the City Manager to execute the ENA.

b. PUBLIC WORKS CONTRACT WITH KORMEX CONSTRUCTION, INC. FOR THE WILLOW MEDIAN IMPROVEMENTS PROJECT

Summary:

The 2023-2028 Strategic Plan for the City of Signal Hill prioritizes the completion of the Citywide Median Project to enhance the aesthetics of the City's major arterial roadways. On January 10, 2023, the City Council approved a design services agreement with SWA Group (SWA) to prepare landscape and irrigation plans for all traffic medians citywide. SWA completed the design plans in December 2024, providing updated landscaping and irrigation concepts for implementation throughout the City. The plans are organized by individual medians to support phased funding and construction, with a focus on prioritizing medians along major arterial corridors and those in greatest need of improvement. Among the plans identified the medians on Willow Street as a high-priority area for enhancement.

Following a comprehensive and competitive bidding process, staff recommends that the City Council award a contract to Kormex Construction, Inc., the lowest responsive bidder, for a term of 90 calendar days and a not-to-exceed budget of \$478,156.50. Staff further recommends that the City Council authorize the City Manager to execute a Public Works Contract with Kormex Construction, Inc. and authorize the City Manager to execute the Member Agency Administered Program Reimbursement Agreement to accept a \$70,000 grant to be utilized toward the project. If approved by the City Council, the construction of the Willow Median Improvements Project would start in July 2025, with completion anticipated by October 2025.

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 communications, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendations:

1. Authorize the City Manager to enter into a Public Works Contract with Kormex Construction, Inc. for the construction of the Willow Median Improvements Project for a term of 90 calendar days and a not-to-exceed contract amount of \$478,156.50, in a form approved by the City Attorney.
2. Authorize a contingency of \$47,815.65 and up to a 30-calendar day extension to accommodate additional scope of work and changes or unforeseen conditions, to be utilized if approved by the Public Works Director, for a total construction budget of \$525,972.15.

3. Authorize the City Manager to execute the Member Agency Administered Program (MAAP) Reimbursement Agreement in a form approved by the City Attorney.
4. Adopt a Resolution appropriating \$290,972.15, with \$70,000 from MAAP funds and \$220,972.15 from the Capital Improvement Project reserve, to fully fund the Willow Median Improvements Project, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING THE ADOPTED BUDGET AND AUTHORIZING BUDGET APPROPRIATIONS FOR FISCAL YEAR 2025-26.

c. THIRD AMENDMENT TO THE CITY MANAGER EMPLOYMENT AGREEMENT

Summary:

On December 13, 2022, the City Council approved a City Manager Employment Agreement with Carlo Tomaino. The City Council evaluates the City Manager's performance on an annual basis. Mr. Tomaino has successfully and satisfactorily performed his service to the City, and the City Council approved Amendment One and Amendment Two on July 25, 2023, and September 24, 2024, respectively. The City Council conducted its annual review of the City Manager on June 10, 2025, and will consider a Third Amendment to the City Manager's Employment Agreement.

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.

Recommendations:

1. Approve the Third Amendment to the Employment Agreement for the City Manager, in a form approved by the City Attorney;
2. Adopt a Resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING AND ADOPTING A CITY-WIDE PAY SCHEDULE AS REQUIRED BY THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS), AND REPEALING ALL PRIOR RESOLUTIONS

3. Adopt a Resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING AND ADOPTING SALARIES AND BENEFITS

FOR MANAGEMENT PERSONNEL, AND REPEALING ALL PRIOR RESOLUTIONS.

- d. DISCUSSION OF PURPOSE AND SUPPORT REQUIREMENTS FOR THE SUSTAINABLE CITY COMMITTEE AND DIVERSITY COALITION COMMITTEE

Summary:

At the City Council meeting of May 13, 2025, Mayor Jones received support from Council Member Woods to enable further discussion to review the formation guidelines, staff resources and budget requirements, and other details of the Sustainable City Committee (SCC) and Diversity Coalition Committee (DCC). In response to the City Council's direction, staff developed this report to outline the differences between commissions and committees, explain the formation and purpose of the SCC and DCC, and present estimates of staff resources dedicated to supporting each committee.

The SCC and DCC advance City initiatives related to environmental sustainability and community diversity. Each committee meets regularly and carries out programs aligned with its mission. Staff calculated that supporting both committees requires approximately 764 staff hours per year, with an estimated cost of \$80,536 as well as an additional \$10,000 in annual program expenses for the DCC. To further facilitate City Council discussion, staff reviewed examples from other cities and included a sample set of bylaws from the City of Santa Cruz to assist the Council in considering whether to formalize, modify, or reaffirm the structure and responsibilities of these committees.

Staff recommends that the City Council review the information presented in this report and provide further direction. The City Council may also wish to discuss whether the current structure and scope of each committee remain appropriate or if the City Council desires to refine its direction to better align with City priorities and available resources. Potential options for further consideration include reaffirming the current committee structure, revising membership or meeting frequency, adopting formal bylaws, or transitioning certain efforts into City-led programs.

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:

Discuss the proposed City Council request and provide direction to staff as desired.

(12) 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. **MAINTENANCE SERVICES AGREEMENT WITH CCS FACILITY SERVICES FOR CUSTODIAL MAINTENANCE SERVICES**

Summary:

Custodial maintenance services are a vital resource in supporting the health, safety, and functionality of City-owned facilities including the Signal Hill Public Library, City Hall, Youth Center, Police Department, and City parks. The 2023-2028 City of Signal Hill Strategic Plan identifies maintenance of City assets as a key objective to ensure that these facilities remain well-equipped to support municipal operations and continue to serve both the public and City staff effectively.

In alignment with the City's Purchasing Guidelines, staff conducted a formal competitive bidding process and recommends the City Council award a one-year Maintenance Services Agreement to CCS Facility Services, the lowest responsible bidder, in the amount of \$255,126. The scope of work includes janitorial services at City facilities, pressure washing playground surfaces at City parks, and on-call custodial support for special City events. If approved by the City Council, the agreement would begin on September 1, 2025.

Strategic Plan Goal(s):

Goal No. 4 Infrastructure: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

Recommendations:

1. Authorize the City Manager to enter into a Maintenance Services Agreement with CCS Facility Services to provide citywide custodial maintenance services, in a form approved by the City Attorney, with an annual contract amount of \$255,126 and allowing up to a maximum of two optional one-year term extensions.
2. Adopt a Resolution appropriating \$37,063 to Account No. 100-92-5521, entitled:

A RESOLUTION OF THE CITY COUNCIL OF SIGNAL HILL, CALIFORNIA, AMENDING THE ADOPTED FISCAL YEAR 2024-2025 BUDGET AND AUTHORIZING BUDGET APPROPRIATIONS FOR THE FISCAL YEAR 2025-26.

- b. FINAL ACCEPTANCE OF THE HILLBROOK PARK IMPROVEMENT PROJECT (PROJECT NO. 80.23007) PURSUANT TO THE PUBLIC WORKS CONTRACT WITH GREEN GIANT LANDSCAPING, INCORPORATED

Summary:

In February 2021, the City Council approved the 2021 Parks and Recreation Master Plan and authorized staff to create a Prioritization and Implementation Plan (PIP), which included the renovation and redesign of Hillbrook Park. On February 27, 2024, the City Council awarded a contract to Green Giant Landscaping, Incorporated, for the Hillbrook Park Improvement Project after an extensive community outreach effort. Staff also successfully received supplemental funding for the park project to add water conservation and sustainability elements, which are eligible for funding through the Metropolitan Water District. The contractor has performed the scope of work in compliance with the project plans and specifications and to the satisfaction of the Public Works Department. Staff is requesting the City Council declare final acceptance of the project as completed through a Public Works Contract with Green Giant Landscaping, Incorporated, for a final contract amount of \$1,785,401.21 and to direct staff to record a notice of completion with the Los Angeles County Recorder's office and thereafter process the retention release on the contract.

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.

Recommendations:

1. Accept the work in conformance with the plans and specifications for the Hillbrook Park Improvement Project in accordance with the contract entered into between the Green Giant Landscaping, Incorporated and the City of Signal Hill and authorize the City Manager to execute the Notice of Completion; and
2. Direct staff to record the Notice of Completion with the Los Angeles County Registrar-Recorder's office.

- c. FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH RCS INVESTIGATIONS & CONSULTING, LLC FOR POLICE DEPARTMENT BACKGROUND AND PERSONNEL INVESTIGATIONS

Summary:

In December 2024, the City approved a new service agreement with RCS Investigations & Consulting, LLC (RCS), for a two-year term beginning July 1, 2024, and ending June 30, 2026, with an annual not-to-exceed amount of \$50,000. The service agreement also allows for three one-year extensions. The Police Department relies on and maintains a working relationship with RCS for applicant backgrounds. The RCS team collaborates closely with the Police Department's hiring manager, providing regular updates regarding on-going investigations and backgrounds. RCS also proactively informs the hiring manager when they determine a candidate does not align with the Department's standards and requirements. RCS also conducts internal affairs investigations, which is an important component of any law enforcement agency. These investigations are necessary to review incidents for conformance with the Police Department's policies and practices, ensuring the Police Department continues operating at the highest professional and ethical standards. Due to increased recruitment needs and hiring activity, along with pending personnel investigations, staff is requesting the annual not-to-exceed amount be increased to \$100,000 to reflect the current level of effort and demand for these services.

Strategic Plan Goal(s):

- 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.

Recommendations:

1. Authorize the City Manager to execute the First Amendment to the RCS Investigations & Consulting, LLC Contract Services Agreement.
2. Adopt a Resolution appropriating \$50,000 to Account No. 100-74-5400, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING THE ADOPTED BUDGET AND AUTHORIZING BUDGET APPROPRIATIONS FOR FISCAL YEAR 2025-26.

d. CONTRACT AMENDMENT REGISTER DATED JULY 8, 2025

Summary:

The attached 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.
- The City Manager reviewed and approved each amendment for processing.

There are eight contract amendments for City Council consideration as follows:

1. Gentry General Engineering, Incorporated, First Amendment for Street and Alley Construction, Maintenance and Immediate Repair Services, increasing the contract amount by \$100,000 for a new not-to-exceed amount of \$550,000.
2. John L. Hunter & Associates, Incorporated, Second Amendment for Professional Environmental Engineering Consulting Services, increasing the contract amount by \$105,000, for a new not-to-exceed amount of \$473,500.
3. Engineering Solutions Services, First Amendment for Professional Grant Writing and Management Services, extending the term through June 30, 2026.
4. Evan Brooks and Associates, First Amendment for Professional Grant Writing and Management Services, extending the term through June 30, 2026.
5. Global Urban Strategies, First Amendment for Professional Grant Writing and Management Services, extending the term through June 30, 2026.
6. Land CM, First Amendment for Professional Grant Writing and Management Services, extending the term through June 30, 2026.
7. Townsend Public Affairs, First Amendment for Professional Grant Writing and Management Services, extending the term through June 30, 2026.
8. Villa Civil, First Amendment for Professional Grant Writing and Management Services, extending the term through June 30, 2026.

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 July 8, 2025.

e. APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of June 24, 2025.

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.

f. WARRANT REGISTER PRESENTED JULY 8, 2025

Summary:

The Warrant Register is a listing of all general disbursements issued since the prior warrant register to be approved by the City Council.

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 Registers presented July 8, 2025.

(13) COUNCIL AGENDA--NEW BUSINESS

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

(14) ADJOURNMENT

Tonight's meeting will be adjourned to the next Regular meeting of the Signal Hill City Council to be held on Tuesday, August 26, 2025, at 7:00 p.m., in the Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, CA 90755.

PUBLIC 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.



CITY OF SIGNAL HILL
STAFF REPORT

2175 Cherry Avenue • Signal
Hill, California 90755-3799

7/8/2025

AGENDA ITEM

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

**FROM: CARLO TOMAINO
CITY MANAGER**

SUBJECT: CLOSED SESSION - PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Summary:

A closed session will be held pursuant to Government Code Section 54957(b)(1) to conduct a public employee performance evaluation.

Title: City Attorney

Recommendation:

Recess prior to adjournment of tonight's meeting to conduct a closed session.



CITY OF SIGNAL HILL
STAFF REPORT

2175 Cherry Avenue • Signal
Hill, California 90755-3799

7/8/2025

AGENDA ITEM

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

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: YVETTE E. AGUILAR
DEPUTY CITY MANAGER/PARKS, RECREATION AND LIBRARY SERVICES
DIRECTOR**

SUBJECT: WOMEN'S EQUALITY DAY

Summary:

Librarian Gelli Nocon will present on the scheduled programming to commemorate Women's Equality Day.



CITY OF SIGNAL HILL
STAFF REPORT

2175 Cherry Avenue • Signal
Hill, California 90755-3799

7/8/2025

AGENDA ITEM

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

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: YVETTE E. AGUILAR
DEPUTY CITY MANAGER/PARKS, RECREATION AND LIBRARY SERVICES
DIRECTOR**

SUBJECT: PARKS MAKE LIFE BETTER MONTH PRESENTATION

Summary:

Mayor Jones will present a proclamation to the Parks, Recreation, and Library Services Department staff in recognition of July as Parks Make Life Better Month.



CITY OF SIGNAL HILL
STAFF REPORT

2175 Cherry Avenue • Signal
Hill, California 90755-3799

7/8/2025

AGENDA ITEM

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

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: YVETTE E. AGUILAR
DEPUTY CITY MANAGER/PARKS, RECREATION AND LIBRARY SERVICES
DIRECTOR**

SUBJECT: THE CHILDREN'S CLINIC

Summary:

A representative from The Children's Clinic will provide an overview of the services that the organization provides to Signal Hill residents.



CITY OF SIGNAL HILL
STAFF REPORT

2175 Cherry Avenue • Signal
Hill, California 90755-3799

7/8/2025

AGENDA ITEM

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

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: ALFA LOPEZ
ASSISTANT TO THE CITY MANAGER/
ECONOMIC DEVELOPMENT MANAGER**

SUBJECT: EXCLUSIVE NEGOTIATION AGREEMENT WITH RED MOUNTAIN GROUP

Summary:

Red Mountain Group, based in Santa Ana, California, is a private real estate investment, development, and redevelopment firm with a national portfolio of over 5 million square feet. The developer specializes in revitalizing underutilized commercial and retail properties and has a strong track record of working with cities to support long-term economic development and commercial corridor reinvestment. The developer proposed two concepts to redevelop properties on Cherry Street. Staff collaborated with Red Mountain Group to prepare the proposed Exclusive Negotiation Agreement (ENA) which outlines the terms, conditions, and project milestones for the exclusive negotiation period. The ENA sets a defined timeframe for Red Mountain Group to complete specific performance tasks, such as due diligence and preliminary design efforts. If these requirements are met, the City and Red Mountain Group would then negotiate a Disposition and Development Agreement. Staff recommends the City Council approve the proposed ENA, substantially in the form presented, to initiate negotiations with Red Mountain Group for the potential development of the Cherry Property sites.

Strategic Plan Goal(s):

- Goal No. 1 Financial Stability: Ensure the City's long-term financial stability and resilience.
- Goal No. 3 Economic 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, waste system, and recreational spaces.

Recommendation:

Staff recommends the City Council approve the Exclusive Negotiation Agreement (ENA) between the City of Signal Hill and Red Mountain Group substantially in the form presented for the development of the Cherry Site, located on Cherry Avenue between Willow Street and 27th Street, comprised of multiple parcels, totaling approximately 1.98 acres, and authorize the City Manager to execute the ENA.

Fiscal Impact:

There is no fiscal impact associated with the recommended action. The intended property developer, Red Mountain Group, funds all costs associated with work during the proposed exclusive negotiation period.

Background:

The Signal Hill Redevelopment Agency acquired various properties between 2010 and 2011. The State of California dissolved all redevelopment agencies with the passage of ABX1 26 and ABX1 27. As part of the dissolution process, the City of Signal Hill became the Successor Agency for these properties. In 2012, AB 1484 established new procedures for the disposition and transfer of former redevelopment properties, including the requirement for a Long-Range Property Management Plan (LRPMP) to be approved by the Successor Agency, the local Oversight Board, and the California Department of Finance (DOF). On February 20, 2015, the DOF approved the LRPMP which included the transfer of the Cherry properties by the Agency to the City for future development purposes.

The Cherry Site is properties located on Cherry Avenue between Willow Street and 27th Street and is comprised of multiple parcels. In total, the Cherry Site consists of approximately 1.98 acres and is more specifically described in the attached exhibit (Attachment A). The Cherry Site has historically supported a wide range of uses, including various automobile-related uses, including service and repair facilities, metal fabrication, automobile manufacturing, and dealership operations. The site has also been used for surface parking and commercial purposes, including office, restaurant, retail, and storage uses, such as the former Giant Grinder Deli. Due to its past use for oil operations, the Cherry Site has a total of six wells, five wells classified as plugged, and one well classified as idle.

Analysis:

Red Mountain Group, based in Santa Ana, California, is a private real estate investment, development, and redevelopment firm with a national portfolio of over 5 million square feet. The company specializes in revitalizing underutilized commercial and retail properties and has a strong track record of working with cities to support long-term economic development and commercial corridor reinvestment. Red Mountain Group has shared preliminary ideas and potential conceptual plans for the Cherry Site, with the first proposed concept featuring a high-end specialty convenience market as a potential anchor tenant paired with an electric vehicle charging station. The second option proposed by the developer envisions a 10,000-square-foot mixed-use building that would accommodate a variety of retail pads, eateries, and neighborhood-serving businesses. Both concepts would create a walkable commercial center that brings diverse amenities to the community and supports small business opportunities.

While both concepts remain in an early exploration phase, these reflect a forward-thinking approach to activating the site with high-quality commercial uses. The proposed ENA would secure the Cherry Site for Red Mountain Group for 120 days, allowing the developer to conduct due diligence, evaluate environmental conditions, and critically assess market demand and engage potential tenants. The ENA outlines mutual performance requirements to ensure meaningful progress toward project entitlement and development. If approved, Red Mountain Group would proceed with detailed environmental assessments and a cost analysis related site remediation before advancing to the design and entitlement phase.

The City is not obligated to reimburse Red Mountain Group for costs incurred during the exclusive negotiation period, including expenses related to engineering, architecture, legal, financial, or planning consultants. Additionally, all costs associated with formal project submittals and the preparation of environmental documents under the California Environmental Quality Act (CEQA) would be the sole responsibility of Red Mountain Group. If the developer successfully completes the performance milestones outlined in the ENA, the City and Red Mountain Group would enter negotiations for a Disposition and Development Agreement (DDA). As with any complex development effort, the ENA allows flexibility to extend the negotiation period if unforeseen or exigent circumstances arise.

As part of the terms of the ENA, Red Mountain Group would provide the City with a detailed financial plan for the development of the property. For the City Council's information, staff is highlighting key clauses of the ENA. Staff has attached the ENA, as prepared by the City Attorney's Office, to this report (Attachment B).

- Deposit: A \$10,000 deposit to be utilized to defray third-party costs during the Negotiation Period; examples of reasonable costs include consultant and attorney fees.
- Developer Paid Costs: All fees or expenses of engineers, architects, financial consultants, legal planning or other consultants or contractors, retained by the Developer for any study, analysis, evaluation, report, schedule, estimate, environmental review, planning and/or design activities, drawings, specifications or other activity or matter relating to the property.
- Evidence of Financing: Within the time set forth in the schedule, Red Mountain Group shall provide the sources and uses of funds and financial pro-forma for the development.
- Due Diligence and Environmental Review: Red Mountain Group will begin performing due diligence, and any preliminary environmental review legally required under the California Environmental Quality Act. The developer is responsible for all costs related to the environmental process.
- Disposition and Development Agreement (DDA): City and Red Mountain Group shall negotiate the terms of an DDA or other form of agreement(s) for the development of the properties with a mixed-use development.

The effective date of the ENA marks the starting point for a clear timeline outlined in the proposed project schedule. The full scope of Red Mountain Group's responsibilities under the ENA are outlined

7/8/2025

within the Schedule of Performance (Exhibit B of the ENA).

Conclusion:

Revitalizing the Cherry Site would provide a significant benefit to the Cherry Avenue commercial corridor, transforming a collection of vacant and blighted parcels into a productive, revenue-generating destination. The proposed development has the potential to enhance neighborhood character, increase foot traffic, generate local tax revenue, and contribute to the City's broader economic development goals, offering a marked improvement over the site's current underutilized condition.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachments:

- A. Exhibit A-Parcel Map
- B. Red Mountain Group Exclusive Negotiation Agreement

EXHIBIT "A"
LEGAL DESCRIPTION OF THE PROPERTY

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF SIGNAL HILL, IN THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

PARCEL 1:

LOT(S) 23 AND 24 IN BLOCK 8 OF HILLSIDE ADDITION, IN THE CITY OF SIGNAL HILL, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 10, PAGE 200, OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

EXCEPT THEREFROM TWO (2 PERCENT) OF ALL OIL, GAS, MINERALS, AND HYDROCARBON SUBSTANCES, BELOW A DEPTH OF 500 FEET, WITHOUT THE RIGHT OF SURFACE ENTRY, AS RESERVED IN DEEDS OF RECORD.

PARCEL 2:

LOT(S) 25 AND 26, BLOCK 8 OF HILLSIDE ADDITION, IN THE CITY OF SIGNAL HILL, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 10, PAGE 200, OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

EXCEPT SUBSURFACE OIL AND MINERAL RIGHTS, AS RESERVED IN A DEED RECORDED SEPTEMBER 12, 1978, AS INSTRUMENT NO. 78-1006721 OF OFFICIAL RECORDS.

PARCEL 3:

LOT(S) 27, 28, 29 AND 30, IN BLOCK 8 OF HILLSIDE ADDITION, IN THE CITY OF SIGNAL HILL, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 10, PAGE 200 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

EXCEPT ALL SUBSURFACE OIL, GAS, MINERALS AND OTHER HYDROCARBON SUBSTANCES PREVIOUSLY RESERVED IN A DEED RECORDED SEPTEMBER 13, 1977 AS INSTRUMENT NO. 77-1002474 OF OFFICIAL RECORDS.

PARCEL 4:

LOT(S) 1 TO 10 INCLUSIVE AND 39 TO 48 INCLUSIVE, IN BLOCK 12 OF THE HILLSIDE ADDITION, IN THE CITY OF SIGNAL HILL, IN THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 10, PAGE 200 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

EXCEPT FROM SAID LOT(S) 3 AND 4, 3788 PERCENT 4.2046 PERCENT OF ALL OIL, GAS AND OTHER HYDROCARBON SUBSTANCES AND MINERALS ON, IN OR UNDER, OR WHICH MAY AT ANY TIME BE ON, IN OR UNDER SAID LAND.

EXCEPT FROM LOT(S) 5, 6, 7, 8, 9, 10, 39, 40, 41 AND 42 AN UNDIVIDED ONE-HALF INTEREST IN ALL OIL, GAS, MINERALS AND OTHER HYDROCARBON SUBSTANCES, WITHOUT THE RIGHT OF SURFACE ENTRY, AS RESERVED BY MARVIN E. REYNOLDS, AS EXECUTOR OF THE LAST WILL AND TESTAMENT OF GRACE M. VESSELS, DECEASED, IN A DEED RECORDED SEPTEMBER 2, 1976 AS INSTRUMENT NO. 211.

ALSO EXCEPT FROM LOT(S) 5, 6, 7, 8, 9, 10, 39, 40, 41 AND 42 AN UNDIVIDED ONE-HALF INTEREST IN ALL OIL, GAS, MINERALS AND OTHER HYDROCARBON SUBSTANCES, WITHOUT RIGHT OF SURFACE ENTRY. AS RESERVED BY M09020ILDRED DOROTHY VESSELS, AS

EXECUTRIX OF THE LAST WILL AND TESTAMENT OF FRANK VESSELS, JR. DECEASED, IN A DEED RECORDED SEPTEMBER 2, 1976 AS INSTRUMENT NO. 212.

EXCEPT FROM LOT(S) 43, 44, 45 AND 46, ALL OIL, GAS, MINERALS AND OTHER HYDROCARBON SUBSTANCES WITHOUT THE RIGHT OF SURFACE ENTRY, AS RESERVED BY MILDRED DOROTHY VESSELS, AS EXECUTRIX OF THE LAST WILL AND TESTAMENT OF FRANK VESSELS, JR., DECEASED, IN A DEED RECORDED SEPTEMBER 2, 1976 AS INSTRUMENT NO. 212.

EXCEPT FROM LOT(S) 47 AND 48, ALL OIL, GAS AND OTHER HYDROCARBON SUBSTANCES IN, UNDER OR THAT MAY BE PRODUCED AND SAVED FROM THOSE PORTIONS OF THE SAID REAL LAND WITHOUT THE RIGHT OF SURFACE ENTRY, AS RESERVED BY RITA M. HANCOCK, A MARRIED WOMAN, BY DEED RECORDED APRIL 9, 1970 AS INSTRUMENT NO. 249.

APNs: 7212-014-900 to 7212-014-910, 7212-013-900, 7212-013-902;

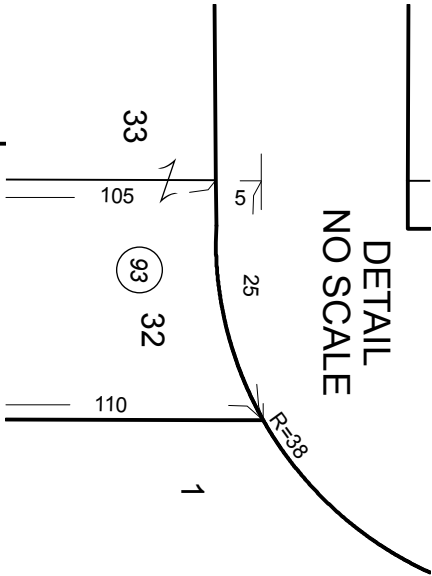


2020

MAPPING AND GIS
SERVICES
SCALE 1" = 60'

ALL 900 SERIES PARCELS ON THIS PAGE ARE
ASSESSED TO SIGNAL HILL REDEVELOPMENT
AGENCY UNLESS OTHERWISE NOTED.

DETAIL
NO SCALE



ST LOUIS

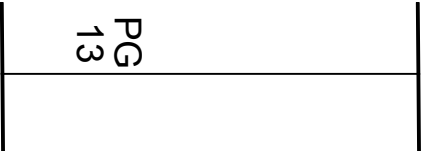
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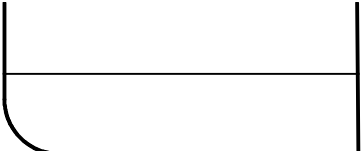
PG
13

BK
7214



27TH

WILLOW

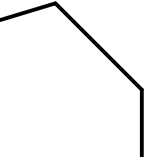


CHERRY

AVE



PG
11



THE CITY OF SIGNAL HILL
EXCLUSIVE NEGOTIATION AGREEMENT

(_____)

THIS EXCLUSIVE NEGOTIATION AGREEMENT (“Agreement”) is dated as of June 24, 2025, for reference purposes only, and is entered into by and between the City of Signal Hill, a public body corporate and politic (“City”) and RMRG Portfolio LLC, a California Limited Liability Company (“Developer”), to provide a specified period of time to attempt to negotiate a disposition and development agreement. The City and the Developer are sometimes referred to in this Agreement individually, as a “Party” and, collectively, as the “Parties.” This Agreement is entered into by the Parties with reference to the following recited facts (each, a “Recital”):

RECITALS

A. The City is the owner of that certain real property located at, 2650-2660 Cherry Avenue, Signal Hill (APNs _7212-013-900, 7212-013-902, 7212-014-900, 7212-014-901, 7212-014-902, 7212-014-903, 7212-014-904, 7212-014-905, 7212-014-906, 7212-014-907, 7212-014-908, 7212-014-909, 7212-014-910) and more specifically described in Exhibit A (“Property”); and

B. The property was acquired by the City pursuant to Reso 2021-10-6643. *Title Clarification: The Parties acknowledge that the City believes it acquired the Property from the Successor Agency for fair market value consistent with the Long Range Property Management Plan on August 8, 2019. The County Recorder is still showing the Property is held in the name of the Successor Agency. City will work diligently with the County Recorder and any other required public agency to resolve the title issue. If the City discovers the City is not the rightful owner of the Property, the City will notify Developer and either Party may terminate this Agreement without liability.*

The City has an interest in developing the Property and accepted development proposals from interested developers; and

C. The Developer has proposed the redevelopment of the Property as generally depicted in the conceptual site plan attached to this Agreement as Exhibit “B” and incorporated into this Agreement by this reference (“Project”); and

D. The intent of both the City and the Developer in entering into this Agreement is to establish a specific, limited period of time to negotiate regarding a future agreement between them governing the potential acquisition of the Property and development of the Project on the Property, all subject to mutually agreeable terms, conditions, covenants, restrictions and agreements to be negotiated and documented a future disposition and development agreement (“DDA”).

NOW, THEREFORE, IN VIEW OF THE GOALS AND OBJECTIVES OF THE CITY RELATING TO THE SALE AND DEVELOPMENT OF THE PROPERTY AND THE PROMISES OF THE CITY AND THE DEVELOPER SET FORTH IN THIS AGREEMENT, THE CITY AND THE DEVELOPER AGREE, AS FOLLOWS:

1. **Incorporation of Recitals.** The Recitals of fact set forth above are true and correct and are incorporated into this Agreement, in their entirety, by this reference.

2. Deposits.

(a) Concurrent with the Developer's execution of this Agreement, the Developer shall provide to the City a deposit in the amount of Ten Thousand Dollars (\$10,000) in immediately available funds ("Initial Deposit") to ensure that the Developer will proceed diligently and in good faith to fulfill its obligations under this Agreement during the Negotiation Period (as defined in Section 3(a)), as part of the consideration for the City's agreement not to negotiate with other persons during the Negotiation Period, and to defray certain costs of the City in pursuing the contemplated negotiations with the Developer during the Negotiation Period, pursuant to this Agreement. The City shall charge all costs (including staff time, consultant fees and attorney fees associated with review and implementation of this Agreement or preparing the DDA) against the Initial Deposit. Developer acknowledges that the Initial Deposit shall be in addition to those fees and expenses required by the City for any permit, other required entitlement or project processing. A portion of the Initial Deposit in an amount equal to One Hundred Dollars (\$100) shall immediately become non-refundable upon Developer's transfer of the Initial Deposit to the City under this Agreement as consideration for the City's agreement not to negotiate with other persons during the Negotiation Period.

(b) If during either the Negotiation Period or any Extension Period, the amount of funds available to the City from the Initial Deposit is exhausted, Developer shall deposit Five-Thousand dollars (\$5,000) in immediately available funds within five (5) business days of written request for the same by the City.

(c) Any funds remaining from the Initial Deposit at the expiration of this Agreement shall be handled as follows. If the parties enter into a DDA, any remaining funds shall be retained by the City and subtracted from the purchase price for the Property. If the parties fail to enter into a DDA, any remaining funds shall be returned to Developer.

3. Term of Agreement.

(a) The rights and duties of the City and the Developer established by this Agreement shall commence on the first date on which all of the following have occurred (the "Effective Date"): (1) execution of this Agreement by the authorized representative(s) of the Developer and delivery of such executed Agreement to the City, (2) payment of the Initial Deposit to the City by the Developer, in accordance with Section 2(a), (3) approval of this Agreement by the City governing body and execution of this Agreement by the authorized representative(s) of the City and (4) delivery of such fully executed Agreement to the Developer, the exact date of which shall be mutually agreed to by the Parties promptly after Developer's receipt of the fully executed Agreement from the City as evidenced in writing signed by their respective authorized representatives. The City shall deliver a fully executed counterpart original of this Agreement to the Developer, within ten (10) calendar days following the City governing body's approval of this Agreement, if approved, and the execution of this Agreement by the authorized representative(s) of the City. This Agreement shall continue in effect for the period of one hundred twenty (120) consecutive calendar days immediately following the Effective Date ("Negotiation Period"), subject to the limitations of Sections 3(b).

(b) The Negotiation Period may be extended upon the mutual written agreement of the City's City Manager and the Developer for no more than two (2) additional consecutive Sixty (60) calendar day periods. Notwithstanding the immediately preceding sentence or any other part of this

Agreement, in no event shall the Negotiation Period exceed Two Hundred and Forty (240) consecutive calendar days from the Effective Date.

(c) This Agreement shall automatically expire and be of no further force or effect at the end of the Negotiation Period, unless, prior to that time, both the City and the Developer approve and execute a DDA acceptable to both the City and the Developer, in their respective sole and absolute discretion, in which case this Agreement will terminate on the effective date of such DDA.

4. Negotiation of DDA.

(a) During the Negotiation Period, the City and the Developer shall proceed diligently and in good faith to negotiate a DDA between them. The City and the Developer shall generally cooperate with each other and supply such available documents and information as may be reasonably requested by the other to facilitate the conduct of the negotiations. Both the City and the Developer shall exercise commercially reasonable efforts to complete discussions relating to the terms and conditions of a DDA and such other matters, as may be mutually acceptable to both the City and the Developer, in their respective sole discretion. The exact terms and conditions of a DDA, if any, shall be determined during the course of these negotiations. Nothing in this Agreement shall be interpreted or construed to be a representation or agreement by either the City or the Developer that a mutually acceptable DDA will be produced from negotiations under this Agreement. Nothing in this Agreement shall impose any obligation on either Party to agree to a definitive DDA in the future. Nothing in this Agreement shall be interpreted or construed to be a guaranty, warranty or representation that any proposed DDA that may be negotiated by City staff and the Developer will be approved by the City governing body. The Developer acknowledges and agrees that the City's consideration of any DDA is subject to the sole and absolute discretion of the City governing body and all legally required public hearings, public meetings, notices, factual findings and other determinations required by law.

5. Restrictions Against Change in Ownership, Management and Control of Developer and Assignment of Agreement.

(a) The qualifications and identity of the Developer and its principals are of particular concern to the City. It is because of these qualifications and identity that the City has entered into this Agreement with the Developer. During the Negotiation Period, no voluntary or involuntary successor-in-interest of the Developer shall acquire any rights or powers under this Agreement, except as provided in Section 5(c).

(b) The Developer shall promptly notify the City in writing of any and all changes whatsoever in the identity of the business entities or individuals either comprising or in Control (as defined in Section 6(d)) of the Developer, as well as any and all changes in the interest or the degree of Control of the Developer by any such person, of which information the Developer or any of its shareholders, partners, members, directors, managers or officers are notified or may otherwise have knowledge or information. Upon the occurrence of any significant or material change, whether voluntary or involuntary, in ownership, management or Control of the Developer (other than such changes occasioned by the death or incapacity of any individual) that has not been approved by the City, prior to the time of such change, the City may terminate this Agreement, without liability to the Developer or any other person and refund any remaining deposit funds provided by the Developer to the pursuant to Section 2(a), above, by sending written notice of termination to the Developer, referencing this Section 5(b).

(c) The Developer may assign its rights under this Agreement to an Affiliate (as defined in Section 5(d)), on the condition that such Affiliate expressly assumes all of the obligations of the Developer under this Agreement in a writing reasonably satisfactory to the City, and further provided that RMRG Portfolio LLC and Michael H. Mugal at all times, shall control any such Affiliate and be responsible and obligated directly to the City for performance of the Developer's obligations under this Agreement.

(d) For the purposes of this Agreement, the term "Affiliate" means any person, directly or indirectly, controlling or controlled by or under common control with the Developer, whether by direct or indirect ownership of equity interests, by contract, or otherwise. For the purposes of this agreement, "Control" means possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of an entity, whether by ownership of equity interests, by contract, or otherwise.

6. Obligations to Review Draft Agreements and Attend Meetings.

(a) During the Negotiation Period, each Party shall diligently review and comment on draft versions of a DDA provided by the other Party and, if the terms and conditions of a DDA are agreed upon between City staff and the Developer, the Developer shall submit the DDA fully executed by the authorized representative(s) of the Developer to the City Manager for submission to the City governing body for review and approval or disapproval. Any future DDA shall consist of terms and conditions acceptable to both the Developer and the City governing body, in their respective sole and absolute discretion.

(b) During the Negotiation Period, the Developer shall also keep City staff advised on the progress of the Developer in performing its obligations under this Agreement, on a regular basis or as requested by City staff, including, without limitation, having one or more of the Developer's employees or consultants who are knowledgeable regarding this Agreement, the design and planning of the Project and the progress of negotiation of a DDA, such that such person(s) can meaningfully respond to City and/or City staff questions regarding the progress of the design and planning of the Project or the negotiation of a DDA, attend both: (1) periodic meetings with City staff, as reasonably scheduled and requested by City staff during the Negotiation Period, and (2) meetings of the City governing body, when reasonably requested to do so by City staff.

7. Developer to Pay All Costs and Expenses. All fees or expenses of engineers, architects, financial consultants, legal, planning or other consultants or contractors, retained by the Developer for any study, analysis, evaluation, report, schedule, estimate, environmental review, planning and/or design activities, drawings, specifications or other activity or matter relating to the Property or the Project or negotiation of a DDA that may be undertaken by the Developer during the Negotiation Period, pursuant to or in reliance upon this Agreement or in the Developer's discretion, regarding any matter relating to a DDA, the Property or the Project, shall be the sole responsibility of and undertaken at the sole cost and expense of the Developer and no such activity or matter shall be deemed to be undertaken for the benefit of, at the expense of or in reliance upon the City. The Developer shall also pay all fees, charges and costs, make all deposits and provide all bonds or other security associated with the submission to and processing by the City of any and all applications and other documents and information to be submitted to the City by the Developer pursuant to this Agreement or otherwise associated with the Project. The City shall not be obligated to pay or reimburse any expenses, fees, charges or costs incurred by the Developer in pursuit of any study, analysis, evaluation, report, schedule, estimate, environmental review, planning and/or design activities, drawings, specifications or other activity or matter relating to the Property or the Project or negotiation of a DDA that may be undertaken by the Developer during the

Negotiation Period, whether or not this Agreement is, eventually, terminated or extended or a DDA is entered into between the City and the Developer, in the future.

8. **City Not To Negotiate With Others.** During the Negotiation Period, the City and City staff shall not negotiate with any other person regarding the sale or redevelopment of the Property. The term “negotiate,” as used in this Agreement, means and refers to engaging in any discussions with a person other than the Developer, regardless of how initiated, with respect to the availability of the Property or that person’s redevelopment of the Property, without the Developer’s prior written consent. Developer acknowledges that City may receive and retain unsolicited offers regarding redevelopment of the Property, but shall not respond to (except as provided below) or entertain any offer or negotiate with the proponent of any such offer during the Negotiation Period; provided, however, that the City may notify such proponent that it is a party to an Exclusive Negotiating Agreement without providing any specific regarding the identity of Developer or the terms and conditions of this Agreement . Developer acknowledges that the City is a public agency and subject to the provisions of the California Public Records Act, Government Code Section 6254, et. seq. (the “Act”). The City shall use its best efforts to inform Developer of any request for information received pursuant to the Act. If Developer believes the information requested is confidential, Developer may pursuant a court order preventing the release of the requested information.

9. **Acknowledgments and Reservations.**

(a) The City and the Developer agree that, if this Agreement expires or is terminated for any reason, or a future DDA is not approved and executed by both the City and the Developer, for any reason, neither the City nor the Developer shall be under any obligation, nor have any liability to each other or any other person regarding the sale or other disposition of the Property or the redevelopment of the Project or the Property; provided, however, that in the event this Agreement terminates, the City shall return to the Developer within ten (10) business days of such termination any and all deposits due to be refunded pursuant to Section 2(a) of this Agreement.

(b) The Developer acknowledges and agrees that no provision of this Agreement shall be deemed to be an offer by the City, nor an acceptance by the City of any offer or proposal from the Developer for the City to convey any estate or interest in the Property to the Developer or for the City to provide any financial or other assistance to the Developer for redevelopment of the Project or the Property.

(c) The Developer acknowledges and agrees that the Developer has not acquired, nor will acquire, by virtue of the terms of this Agreement, any legal or equitable interest in real or personal property from the City.

(d) Certain development standards and design controls for the Project may be established between the Developer and the City, but it is understood and agreed between the City and the Developer that the Project and the redevelopment of the Property must conform to all City and other applicable governmental development, land use and architectural regulations and standards. Drawings, plans and specifications for the Project shall be subject to the approval of the City through the standard development application process for projects of this nature. Nothing in this Agreement shall be considered approval of any plans or specifications for the Project or of the Project itself by the City.

(e) The City reserves the right to reasonably obtain further available information and data to ascertain the ability and capacity of the Developer to acquire or lease, develop and operate the Property and/or the Project. The Developer acknowledges that it may be requested to make certain financial disclosures to the City, its staff, legal counsel or other consultants, as part of the financial due

diligence investigations of the City relating to the potential sale of the Property and redevelopment of the Project on the Property by the Developer and that any such disclosures may become public records. The City shall maintain the confidentiality of financial and other proprietary information of the Developer to the extent allowed by law, as determined by the City Attorney.

10. **Nondiscrimination.** The Developer shall not discriminate against nor segregate any person, or group of persons on account of race, color, creed, religion, sex, marital status, handicap, national origin or ancestry in undertaking its obligations under this Agreement.

11. **Limitation on Damages and Remedies.**

(a) THE DEVELOPER AND THE CITY ACKNOWLEDGE THAT IT IS EXTREMELY DIFFICULT AND IMPRACTICAL TO ASCERTAIN THE AMOUNT OF DAMAGES THAT WOULD BE SUFFERED BY THE DEVELOPER UPON THE BREACH OF THIS AGREEMENT BY THE CITY. HAVING MADE DILIGENT BUT UNSUCCESSFUL ATTEMPTS TO ASCERTAIN THE ACTUAL DAMAGES THE DEVELOPER WOULD SUFFER UPON THE BREACH OF THIS AGREEMENT BY THE CITY, THE DEVELOPER AND THE CITY AGREE THAT A REASONABLE ESTIMATE OF THE DEVELOPER'S DAMAGES IN SUCH EVENT IS _____ten thousand_____ DOLLARS (\$_10,000_____) (THE "LIQUIDATED DAMAGES AMOUNT"). THEREFORE, UPON THE BREACH OF THIS AGREEMENT BY THE CITY, THE CITY SHALL PAY THE LIQUIDATED DAMAGES AMOUNT TO THE DEVELOPER AND THIS AGREEMENT SHALL TERMINATE. RECEIPT OF THE LIQUIDATED DAMAGES AMOUNT SHALL BE THE DEVELOPER'S SOLE AND EXCLUSIVE REMEDY ARISING FROM ANY BREACH OF THIS AGREEMENT BY THE CITY.

Initials of Authorized
Representative of City

Initials of Authorized
Representative of Developer

(b) THE CITY AND THE DEVELOPER EACH ACKNOWLEDGE AND AGREE THAT THE CITY WOULD NOT HAVE ENTERED INTO THIS AGREEMENT, IF IT WERE TO BE LIABLE TO THE DEVELOPER FOR ANY MONETARY DAMAGES, MONETARY RECOVERY OR ANY REMEDY OTHER THAN TERMINATION OF THIS AGREEMENT AND PAYMENT OF THE LIQUIDATED DAMAGES AMOUNT. ACCORDINGLY, THE CITY AND THE DEVELOPER AGREE THAT THE DEVELOPER'S SOLE AND EXCLUSIVE RIGHT AND REMEDY UPON THE BREACH OF THIS AGREEMENT BY THE CITY IS TO TERMINATE THIS AGREEMENT AND RECEIVE THE LIQUIDATED DAMAGES AMOUNT.

(c) THE DEVELOPER ACKNOWLEDGES THAT IT IS AWARE OF THE MEANING AND LEGAL EFFECT OF CALIFORNIA CIVIL CODE SECTION 1542, WHICH PROVIDES:

A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS WHICH THE CREDITOR DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE, WHICH IF KNOWN BY HIM OR HER WOULD HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR.

(d) CALIFORNIA CIVIL CODE SECTION 1542 NOTWITHSTANDING, IT IS THE INTENTION OF THE DEVELOPER TO BE BOUND BY THE LIMITATION ON DAMAGES, RECOVERY AND REMEDIES SET FORTH IN THIS SECTION 11, AND THE DEVELOPER HEREBY RELEASES ANY AND ALL CLAIMS AGAINST THE CITY FOR MONETARY DAMAGES, MONETARY RECOVERY OR OTHER LEGAL OR EQUITABLE RELIEF RELATED TO ANY BREACH OF THIS AGREEMENT, EXCEPT RECEIPT OF THE LIQUIDATED DAMAGES AMOUNT, WHETHER OR NOT ANY SUCH RELEASED CLAIMS WERE KNOWN OR UNKNOWN TO THE DEVELOPER AS OF THE EFFECTIVE DATE OF THIS AGREEMENT. THE DEVELOPER SPECIFICALLY WAIVES THE BENEFITS OF CALIFORNIA CIVIL CODE SECTION 1542 AND ALL OTHER STATUTES AND JUDICIAL DECISIONS (WHETHER STATE OR FEDERAL) OF SIMILAR EFFECT WITH REGARD TO THE LIMITATIONS ON DAMAGES AND REMEDIES AND WAIVERS OF ANY SUCH DAMAGES AND REMEDIES CONTAINED IN THIS SECTION 11.

Initials of Authorized
Representative of City

Initials of Authorized
Representative of Developer

12. Default.

(a) Failure or delay by either Party to perform any material term or provision of this Agreement shall constitute a default under this Agreement. If the Party who receives notice of a default from the other Party cures, corrects or remedies the alleged default within fifteen (15) calendar days after receipt of written notice by the other Party specifying such default, such Party shall not be in default under this Agreement. The notice and cure period provided in the immediately preceding sentence shall not, under any circumstances, extend the Negotiation Period. If there are less than fifteen (15) days remaining in the Negotiation Period, the cure period allowed pursuant to this Section 12(a) shall be automatically reduced to the number of days remaining in the Negotiation Period.

(b) The Party claiming that a default has occurred shall give written notice of default to the Party claimed to be in default, specifying the alleged default. Delay in giving such notice shall not constitute a waiver of any default nor shall it change the time of default. However, the injured Party shall have no right to exercise any remedy for a default under this Agreement, without first delivering written notice of the default and allowing the applicable period to cure any such default as set forth in Section 12(a).

(c) Any failure or delay by a Party in asserting any of its rights or remedies as to any default shall not operate as a waiver of any default or of any rights or remedies associated with a default.

(d) If a default of either Party remains uncured for more than fifteen (15) calendar days following receipt of written notice of such default, a "breach" of this Agreement by the defaulting Party shall be deemed to have occurred. In the event of a breach of this Agreement, the sole and exclusive remedy of the Party who is not in default shall be to terminate this Agreement by serving written notice of termination on the Party in breach and, in the case of a breach by the City, the Developer shall also be entitled to receive the Liquidated Damages Amount.

(e) Notwithstanding anything to the contrary contained in this Agreement, in no event shall Developer be responsible for any consequential or punitive damages, and in the event of a default by Developer, Developer shall only be liable for any actual damages incurred by the City,

if any.

13. **Compliance with Law.** The Developer acknowledges that any future DDA, if approved by the governing body of the City, will require the Developer (among other things) to carry out the development of the Project in conformity with all applicable laws, including all applicable building, planning and zoning laws, environmental laws, safety laws and federal and state labor and wage laws.

14. **Press Releases.** The Developer agrees to obtain the approval of the City Manager or his or her designee or successor in function of any press releases Developer may propose relating to the redevelopment of the Property or negotiation of a DDA with the City, prior to publication. The rights and obligations in this provision shall not apply to leasing and marketing brochures and/or information distributed by email or placed online on a brokerage website or real estate website such as LoopNet.com.

15. **Notice.** All notices required under this Agreement shall be presented in person, by nationally recognized overnight delivery service or by facsimile and confirmed by first class certified or registered United States Mail, with return receipt requested, to the address and/or fax number for the Party set forth in this Section 15. Notice shall be deemed confirmed by United States Mail effective the third (3rd) business day after deposit with the United States Postal Service. Notice by personal service or nationally recognized overnight delivery service shall be effective upon delivery. Either Party may change its address for receipt of notices by notifying the other Party in writing. Delivery of notices to courtesy copy recipients shall not be required for valid notice to a Party

TO DEVELOPER:

RMRG Portfolio LLC

1234 E 17th Street

Santa Ana, CA 91724

Attn: Kyle Weichert

657-383-4212

kweichert@rmrginc.com

TO CITY:
City of Signal Hill
Carlo Tomaino, City Manager
2175 Cherry Avenue
Signal Hill, CA. 90755
(562) 989-7302

COPY TO:
Best Best & Krieger LLP
Attn: Matthew E. Richardson, Esq.
18101 Von Karman Ave., Suite 1000
Irvine, CA 92615
Facsimile: (949) 260-0972
Telephone: (949) 263-2600

16. **Warranty Against Payment of Consideration for Agreement.** The Developer warrants that it has not paid or given, and will not pay or give, any third party any money or other consideration for obtaining this Agreement. Third parties, for the purposes of this Section 16, shall not include persons to whom fees are paid for professional services, if rendered by attorneys, financial consultants, accountants, engineers, architects, brokers and other consultants, when such fees are considered necessary by the Developer.

17. **Acceptance of Agreement by Developer.** The Developer shall acknowledge its acceptance of this Agreement by delivering to the City three (3) original counterpart executed copies of this Agreement signed by the authorized representative(s) of the Developer.

18. **Counterpart Originals.** This Agreement may be executed by the City and the Developer in multiple counterpart originals, all of which together shall constitute a single agreement.

19. **No Third-Party Beneficiaries.** Nothing in this Agreement is intended to benefit any person or entity other than the City or the Developer.

20. **Governing Law.** The City and the Developer acknowledge and agree that this Agreement was negotiated, entered into and is to be fully performed in the City of Signal Hill, California. The City and the Developer agree that this Agreement shall be governed by, interpreted under, and construed and enforced in accordance with the laws of the State of California, without application of such laws' conflicts of laws principles.

21. **Waivers.** No waiver of any breach of any term or condition contained in this Agreement shall be deemed a waiver of any preceding or succeeding breach of such term or condition, or of any other term or condition contained in this Agreement. No extension of the time for performance of any obligation or act, no waiver of any term or condition of this Agreement, nor any modification of this Agreement shall be enforceable against the City or the Developer, unless made in writing and executed by both the City and the Developer.

22. **Construction.** Headings at the beginning of each section and sub-section of this Agreement are solely for the convenience of reference of the City and the Developer and are not a part of

this Agreement. Whenever required by the context of this Agreement, the singular shall include the plural and the masculine shall include the feminine and vice versa. This Agreement shall not be construed as if it had been prepared by one or the other of the City or the Developer, but rather as if both the City and the Developer prepared this Agreement. Unless otherwise indicated, all references to sections are to this Agreement. All exhibits referred to in this Agreement are attached to this Agreement and incorporated into this Agreement by this reference. If the date on which the City or the Developer is required to take any action pursuant to the terms of this Agreement is not a business day of the City, the action shall be taken on the next succeeding business day of the City.

24. **Attorneys' Fees.** If either Party hereto files any action or brings any action or proceeding against the other arising out of this Agreement, then the prevailing Party shall be entitled to recover as an element of its costs of suit, and not as damages, its reasonable attorneys' fees as fixed by the court, in such action or proceeding or in a separate action or proceeding brought to recover such attorneys' fees. For the purposes hereof the words "reasonable attorneys' fees" mean and include, in the case of either Party, salaries and expenses of the lawyers working for or employed by such Party (allocated on an hourly basis) to the extent they provide legal services to such Party in connection with the representation of that Party in any such matter.

[Signatures on following page]

THE CITY OF SIGNAL HILL
EXCLUSIVE NEGOTIATION AGREEMENT
(_____)

IN WITNESS WHEREOF, the City and the Developer have executed this Negotiation Agreement on the dates indicated next to each of the signatures of their authorized representatives, as appear below.

DEVELOPER:

Dated: _____

By: _____

Dated: _____

By: _____

CITY:

THE CITY OF SIGNAL HILL

By: _____

City Manager, Carlo Tomaino

Dated: _____

ATTEST:

By: _____
City Clerk

APPROVED AS TO FORM:
BEST BEST & KRIEGER, LLP

By: _____
City Attorney

EXHIBIT "A"
TO
NEGOTIATION AGREEMENT

Property Legal Description

EXHIBIT “B”
TO
NEGOTIATION AGREEMENT

Project Description

[To Be Attached Behind This Cover Page]



STAFF REPORT

7/8/2025

AGENDA ITEM

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

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: THOMAS BEKELE
PUBLIC WORKS DIRECTOR/CITY ENGINEER**

**SUBJECT: PUBLIC WORKS CONTRACT WITH KORMEX CONSTRUCTION, INC. FOR THE
WILLOW MEDIAN IMPROVEMENTS PROJECT**

Summary:

The 2023-2028 Strategic Plan for the City of Signal Hill prioritizes the completion of the Citywide Median Project to enhance the aesthetics of the City's major arterial roadways. On January 10, 2023, the City Council approved a design services agreement with SWA Group (SWA) to prepare landscape and irrigation plans for all traffic medians citywide. SWA completed the design plans in December 2024, providing updated landscaping and irrigation concepts for implementation throughout the City. The plans are organized by individual medians to support phased funding and construction, with a focus on prioritizing medians along major arterial corridors and those in greatest need of improvement. Among the plans identified the medians on Willow Street as a high-priority area for enhancement.

Following a comprehensive and competitive bidding process, staff recommends that the City Council award a contract to Kormex Construction, Inc., the lowest responsive bidder, for a term of 90 calendar days and a not-to-exceed budget of \$478,156.50. Staff further recommends that the City Council authorize the City Manager to execute a Public Works Contract with Kormex Construction, Inc. and authorize the City Manager to execute the Member Agency Administered Program Reimbursement Agreement to accept a \$70,000 grant to be utilized toward the project. If approved by the City Council, the construction of the Willow Median Improvements Project would start in July 2025, with completion anticipated by October 2025.

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 communications, recruitment,

retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendations:

1. Authorize the City Manager to enter into a Public Works Contract with Kormex Construction, Inc. for the construction of the Willow Median Improvements Project for a term of 90 calendar days and a not-to-exceed contract amount of \$478,156.50, in a form approved by the City Attorney.
2. Authorize a contingency of \$47,815.65 and up to a 30-calendar day extension to accommodate additional scope of work and changes or unforeseen conditions, to be utilized if approved by the Public Works Director, for a total construction budget of \$525,972.15.
3. Authorize the City Manager to execute the Member Agency Administered Program (MAAP) Reimbursement Agreement in a form approved by the City Attorney.
4. Adopt a Resolution appropriating \$290,972.15, with \$70,000 from MAAP funds and \$220,972.15 from the Capital Improvement Project reserve, to fully fund the Willow Median Improvements Project, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING THE ADOPTED BUDGET AND AUTHORIZING BUDGET APPROPRIATIONS FOR FISCAL YEAR 2025-26.

Fiscal Impact:

The FY 2025-26 Capital Improvement Program (CIP) budget allocated \$265,000 for the Annual Citywide Medians Project. Additionally, the Metropolitan Water District (MWD) approved \$70,000 in Member Agency Administered Program (MAAP) reimbursement funding for eligible water-efficient improvements within the Willow Median Improvements Project, contingent upon approval by the City Council.

The total estimated project budget for the Willow Median Improvements Project, which includes improvements at three medians, is \$555,972.15. To fully fund this initiative, staff requests an additional appropriation of \$290,972.15, with \$70,000 from MAAP funds and \$220,972.15 from the CIP reserve. This proposed appropriation would cover construction contracts, a 10% contingency for unforeseen conditions, and essential inspection and consultant support during the construction phase.

Description	Amount
Construction Contract with Kormex Construction, Inc.	\$478,156.50
10% Contingency	\$47,815.65
Inspection and Consultant Construction Support	\$30,000.00
Total Proposed Project Budget	\$555,972.15

Background:

The Public Works Department maintains approximately 35 miles of roadway and 43 landscaped traffic medians. The 2023-2028 Strategic Plan identifies completion of the Citywide Median Project as a priority to enhance the aesthetics of the City’s major arterial roadways which further supports the City’s efforts to maintain and improve public infrastructure throughout the community. The City is strategically accelerating its Citywide Medians Project to enhance three medians in Fiscal Year 2025-26, rather than the typical one-per-year approach. This strategy aims to leverage economies of scale, mitigate the impact of rising costs, and ensure the timely use of a grant for enhancing streetscape aesthetics, improving safety, and implementing sustainable landscaping. The City’s overall goals are to continue improving and beautifying the City’s most visible corridors with an aesthetically pleasing plant palette and lighting package to further complement these efforts.

On January 10, 2023, the City Council authorized a design services agreement with SWA to prepare updated landscape and irrigation plans for all City medians. The Citywide Median Landscape and Irrigation Design Project, finalized by SWA in December 2024, organizes improvements by individual medians to support a phased implementation and funding. The project prioritizes medians along major arterial streets and those in greatest need of improvement. The Citywide Median Landscape and Irrigation Design Project identifies the medians along Willow Street as a high priority area for enhancement.

The City completed the first phase of the Citywide Median Landscape and Irrigation Improvements Project during Fiscal Year 2023-2024 and included median enhancements along Cherry Avenue and Spring Street. The current project represents the second phase of this effort, with proposed improvements along Willow Street from Dawson Avenue to Temple Avenue.

Analysis:

The Willow Median Improvements Project includes planting approximately 800 shrubs and 11 palm trees, along with the installation of new irrigation systems and electrical upgrades across three medians totaling approximately 1,710 linear feet. The existing medians along Willow Street are limited in both aesthetics and functionality and do not incorporate water-efficient landscaping. The proposed improvements would enhance the overall streetscape appearance, improve visibility, and incorporate safety features by ensuring proper tree spacing in accordance with the City’s Street Tree Master Plan and utilizing shrubs that comply with City landscape standards. The proposed landscape design includes drought-tolerant and climate-adaptive plant species that have been specifically selected for their water-efficient properties and alignment with sustainable landscaping practices.

Consistent with the City's Purchasing Guidelines, contracts above a certain threshold require City Council approval. Upon completing design plans and specifications, on May 8, 2025, the City posted a Notice Inviting Bids at the City's public notice locations, sent the notice to subscribers through the City's website, and posted the information on PlanetBids via the City's portal. The following table lists the bids received by the bid due date of March 24, 2025:

Contractor	Base Bid	Additive Alternate Bid	Total Bid
------------	----------	---------------------------	-----------

Kormex Construction, Inc.	\$377,216.50	\$100,940.00	\$478,156.50
ZECO, Inc.	\$424,478.55	\$135,390.00	\$559,868.55
1st California Construction, Inc.	\$436,812.01	\$37,991.36	\$474,803.37
Estate Design and Construction	\$439,800.00	\$0.00	\$439,800.00
Marjani Builders, Inc.	\$453,703.00	\$144,460.00	\$598,163.00
Marina Landscape Inc.	\$546,011.65	\$137,677.50	\$683,689.15

In accordance with the California Public Contract Code 20103.8, when additive or deductive items are included in a bid, the solicitation must clearly state the basis of the award for determining the lowest bid. The contract documents for the Willow Median Improvements Project specified that the award would be based on the lowest responsible base bid. Kormex Construction, Inc. submitted the lowest responsible bid and provided all required documents prior to the deadline. Kormex Construction, Inc. submitted all required documents before the bid deadline. Staff verified that Kormex Construction, Inc. holds the necessary licenses to perform the proposed work under this contract. Staff also conducted reference checks on the company's listed projects in the Statement of Qualifications, confirming Kormex Construction, Inc. as the lowest responsive and responsible bidder. Public Works staff recommends including the additive alternate scope of work to provide electrical upgrades for lighting palm trees and monument signs. The additive alternate scope includes conduit installation, electrical wiring, lighting junction boxes, pull boxes, and panel assessments. Incorporating these electrical upgrades would ensure consistency with lighting installed in other newly improved medians throughout the City.

On May 12, 2025, MWD, through Central Basin Municipal Water District (CBMWD), approved funding under the MAAP to support water conservation components of the Willow Medians Improvement Project. The MAAP Expense Reimbursement Agreement between CBMWD and the City of Signal Hill authorizes reimbursement of up to \$70,000 for eligible water-efficient improvements such as drought-tolerant plantings and smart irrigation systems (Attachment B). To receive full reimbursement, the City must complete all qualifying work and submit all required documentation by October 20, 2025. Staff recommends proceeding with the MAAP Agreement to utilize available grant funds, minimize the City's expenses, and encourage long-term water efficiency in median landscaping.

Staff recommends the award of a contract to Kormex Construction, Inc. in the amount of \$478,156.50 for a term of 90 calendar days (Attachment A). As noted earlier, staff is requesting a budget adjustment to accelerate this project and worked with the Finance Department to prepare a Budget Resolution adjusting the Capital Improvement Projects Budget (Attachment C). Upon the City Council's approval, staff would issue a Notice to Proceed and begin coordinating with the contractor. If approved by the City Council, the construction of the Willow Median Improvements Project would start in July 2025, with completion anticipated by October 2025.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachments:

7/8/2025

- A. Contract with Kormex Construction, Inc.
- B. MAAP Agreement
- C. Budget Resolution

**SECTION 00500
CONTRACT**

THIS CONTRACT is made this 8th day of July, 2025, in the County of Los Angeles, State of California, by and between the City of Signal Hill hereinafter called City, and Kormex Construction, Inc., hereinafter called Contractor. City and the Contractor for the considerations stated herein agree as follows:

ARTICLE 1. SCOPE OF WORK. The Contractor shall perform all Work within the time stipulated the contract and shall provide all labor, materials, equipment, tools, utility services, and transportation to complete all of the Work required in strict compliance with the Contract Documents as specified in Article 5 below for the following Project:

Willow Street Median Landscaping Improvements Project

The Contractor and its surety shall be liable to City for any damages arising as a result of the Contractor's failure to comply with this obligation.

ARTICLE 2. TIME FOR COMPLETION. The Work shall be commenced on the date stated in City's Notice to Proceed. The Contractor shall complete all Work required by the Contract Documents within 90 calendar days from the commencement date stated in the Notice to Proceed. The contractor shall be responsible for submitting all contract documents required for the contract execution and issuance of the Notice to Proceed, including but not limited to payment and performance bonds, insurance documents and project schedule no later than fourteen (14) days after the date stated in the Notice of Award. By its signature hereunder, Contractor agrees the time for completion set forth above is adequate and reasonable to complete the Work.

ARTICLE 3. CONTRACT PRICE. City shall pay to the Contractor as full compensation for the performance of the Contract, subject to any additions or deductions as provided in the Contract Documents, and including all applicable taxes and costs, the sum of four hundred seventy eight thousand, one hundred and fifty six dollars and fifty cents (\$478,156.50). Payment shall be made as set forth in the General Conditions.

ARTICLE 4. LIQUIDATED DAMAGES. In accordance with Government Code section 53069.85, it is agreed that the Contractor will pay City the sum of \$1,500 for each and every calendar day of delay beyond the time prescribed in the Contract Documents for finishing the Work, as Liquidated Damages and not as a penalty or forfeiture. In the event that Liquidated Damages are not paid, the Contractor agrees City may deduct that amount from any money due or that may become due the Contractor under the Contract. This Article does not affect the City's rights to other damages or remedies specified in the Contract Documents or allowed by law.

ARTICLE 5. COMPONENT PARTS OF THE CONTRACT. The "Contract Documents" include the following:

- Notice Inviting Bids
- Instructions to Bidders
- Bid Form
- Contractor's Certificate Regarding Workers' Compensation
- Bid Bond

SECTION 00500
CONTRACT

Designation of Subcontractors
Information Required of Bidders
Noncollusion Declaration form
Iran Contracting Act Certification
Public Works Contractor Registration Certification
Fleet Compliance Certification
Contract
Performance Bond
Payment Bond
General Conditions
Special Conditions
Technical Specifications
Addenda
Plans and Drawings
Approved and fully executed change orders
Any other documents contained in or incorporated into the Contract

The Contactor shall complete the Work in strict accordance with all of the Contract Documents.

All of the Contract Documents are intended to be complementary. Work required by one of the Contract Documents and not by others shall be done as if required by all. This Contract shall supersede any prior agreement of the parties.

ARTICLE 6. PROVISIONS REQUIRED BY LAW. Each and every provision of law required to be included in these Contract Documents shall be deemed to be included in these Contract Documents. The Contractor shall comply with all requirements of applicable federal, state and local laws, rules and regulations, including, but not limited to, the provisions of the California Labor Code and California Public Contract Code which are applicable to this Project.

ARTICLE 7. INDEMNIFICATION. Contractor shall provide indemnification as set forth in the General Conditions.

ARTICLE 8. PREVAILING WAGES. Contractor shall be required to pay the prevailing rate of wages in accordance with the Labor Code which such rates shall be made available at City Hall or may be obtained online at <http://www.dir.ca.gov/dlsr>. and which must be posted at the job site.

IN WITNESS WHEREOF, this Contract has been duly executed by the above-named parties, on the day and year above written.

SECTION 00500
CONTRACT

****INSERT CONTRACTOR NAME****

CITY OF SIGNAL HILL

By Kormex Construction, Inc.

By _____

Name: Monick J. Lopez

Title: President

License No. _____

By _____

Attest:

Name: _____

Title: _____

Tina Knapp
Assistant City Clerk

(If Corporation, TWO SIGNATURES,
President **OR** Vice President **AND** Secretary
OR Treasurer REQUIRED)]

Approved as to Form:

Best Best & Krieger, LLP
City Attorney

END OF CONTRACT

**FY 24/25 - FY 25/26 Member Agency Administered Program
Expense Reimbursement Agreement Between
Central Basin Municipal Water District
And
The City of Signal Hill**

This Expense Reimbursement Agreement (“Agreement”), dated May 12, 2025, is made between Central Basin Municipal Water District (the “District”) and the City of Signal Hill (the “City”). The District and City may be collectively referred to as “Parties” and individually as “Party.”

Recitals:

- A. Metropolitan Water District (“Metropolitan”) gives its member agencies, including the District, funds to complete water conservation projects throughout its service area. The funds are active for the duration of one fiscal year and do not roll over to the next funding period;
- B. The District seeks to fund a turf replacement project to further water conservation;
- C. The City seeks to reduce potable water usage by approximately 60% through a turf replacement project focused on City medians;
- D. The District desires to reimburse the City’s turf replacement program with up to \$70,000 of the funds the District receives from Metropolitan for water conservation projects.

NOW, THEREFORE, in consideration of the mutual covenants contained in the Agreement the Parties agree as follows:

Agreement:

1. Funding and Project Description

1.1 The District will reimburse the City up to \$70,000 for the City’s Willow Street Median Improvement and Water Conservation Project (“Project”). Funding does not cover costs for labor.

1.2 This funding authorization is effective only for the designated period or until a new authorization is received and approved by the District.

1.3 The City will improve water conservation at City medians. Historically, medians have been planted with lush green grass/plants and maintained with traditional sprinkler systems, which do not align with the City’s current water conservation goals. The project will replace all existing landscaping with drought-tolerant plants and implement smart irrigation. The total project cost is \$367,677 and the City may submit invoices up to \$70,000 for any applicable water conservation activities which are highlighted in yellow in Figure 1.

Figure 1

Willow St Median Improvement and Water Conservation Project				
Mobilization	1	LS	\$ 12,000	\$ 12,000
Traffic Control	1	LS	\$ 7,500	\$ 7,500
Site demolition and Disposal	7560	SF	\$ 2	\$ 11,340
Clear and grub landscape area	5500	SF	\$ 1	\$ 6,875
Remove existing hardscape	5500	SF	\$ 6	\$ 30,250
Remove tree	6	EA	\$ 1,100	\$ 6,600
Protect (E) Tree	5	EA	\$ 300	\$ 1,500
Protect (E) concrete curb around	6520	LF	\$ 2	\$ 13,040
General site grading and fine grading	12062	SF	\$ 2	\$ 24,124
New entry sign	1	EA	\$ 5,500	\$ 5,500
Cut asphalt and repair to install irrigation control wires	2200	LF	\$ 15	\$ 33,000
Topsoil, fertilizer and grading	12062	SF	\$ 3	\$ 36,186
Trees, 36" box or Palm trees	6	EA	\$ 1,250	\$ 7,500
Shrubs	5560	SF	\$ 15	\$ 83,400
Seed	12062	SF	\$ 1	\$ 12,062
Irrigation with SMART controller	1	LS	\$ 75,000	\$ 75,000
3-month maintenance	3	EA	\$ 600	\$ 1,800
			Total	\$ 367,677

Items highlighted in yellow are considered water conservation items that are approved for use MWD funds.

2. Term: This Agreement is effective as of May 12, 2025, and shall be effective until October 30, 2025.

3. Reporting

3.1 By October 20, 2025, the City will provide the District documentation including invoices, the date the invoices were paid, plans, before photos, photos of work done (grading, installing SMART irrigation, addition of fertilizer/shrubs), updates, dates of work completed, and all other information related to the Project. In addition, an excel sheet must be provided with the following information:

- The installation address (address of medians that work was done),
- Smart water irrigation brand,
- Smart water irrigation model, and
- Associated price.

3.2 The City must notify the District of the date(s) of completion to allow the District to inspect the work done.

3.3 The District and the City will have meetings on an as-needed basis. Within 30 days of the City completing the Program, the City will provide the District with an estimate of the water savings due to project implementation.

4. Project Timeline: The Project will begin once this Agreement is executed, and Metropolitan's panel approves the pre-approval application. The Project must be completed by October 20, 2025. All documentation and invoices must be submitted by October 20, 2025.

5. Reimbursement

5.1 The District will reimburse the City up to \$70,000 for water conservation activities as described in section 1.3 that are completed by October 20, 2025. Reimbursement is also dependent on the receipt of the invoices by October 20, 2025, as required in section 3.1.

5.2 Reimbursement may take up to six months after the Program completion date of October 30, 2025, due to the need for Metropolitan to review the invoices and add a credit to the District's account.

6. Miscellaneous Provisions

6.1 NOTICE: Any communication required in this Agreement shall be in writing and will be deemed received upon 48 hours after deposit in any United States mail depository, first class postage prepaid, and addressed to the Party for whom intended, as follows:

If to City: _____ City of Signal Hill
2175 Cherry Avenue
Signal Hill, CA 90755
Attn: Thomas Bekele
Phone: (562) 989-7356
E-mail: tbekele@cityofsignalhill.org

If to District: _____ Central Basin Municipal Water District
P.O. Box 911579,
Los Angeles, CA 90091
Attn: Elaine Jeng General Manager
Phone: (323) 270-6954
E-mail: elainej@centralbasin.org

7.

7.1 FORCE MAJEURE: Any prevention, delay, nonperformance or stoppage due to any of the following causes shall excuse nonperformance for a period equal to such obligations imposed by this Agreement. The causes referred to above are strikes, walkouts, labor disputes, failure of power, irresistible superhuman cause, acts of public enemies of the State or United States, riots, insurrections, civil commotion, inability to obtain labor or material or reasonable substitutes for either, governmental restrictions or regulations or controls (except those reasonably foreseeable in

connection with the uses contemplated by this Agreement), casualties not contemplated by insurance provisions of this Agreement, or other causes beyond the reasonable control of the party obligated to perform.

7.2 GOVERNING LAW; VENUE: This Agreement shall be interpreted and governed according to the laws of the State of California. In the event of litigation between the Parties, venue, without exception, shall be in the Los Angeles County Superior Court of the State of California. If, and only if, applicable law requires that all or part of any such litigation be tried exclusively in federal court, venue, without exception, shall be in the Central District of California located in the City of Los Angeles, California.

7.3 SUCCESSORS AND ASSIGNS: This Agreement shall be binding on the successors and assigns of the Parties.

7.4 NO THIRD PARTY BENEFIT: There are no intended third party beneficiaries of any right or obligation assumed by the Parties. All rights and benefits under this Agreement inure exclusively to the Parties.

7.5 CONSTRUCTION OF AGREEMENT: This Agreement shall not be construed in favor of, or against, either Party but shall be construed as if the Parties prepared this Agreement together through a process of negotiation and with the advice of their respective attorneys.

7.6 SEVERABILITY: If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

7.7 AMENDMENT; MODIFICATION: No amendment, modification or supplement of this Agreement shall be valid or binding unless executed in writing and signed by both Parties, subject to District approval. The requirement for written amendments, modifications or supplements cannot be waived and any attempted waiver shall be void and invalid. No waiver of any term or condition of this Agreement shall be a continuing waiver thereof.

7.8 INCONSISTENCIES OR CONFLICTS: In the event of any conflict or inconsistency between the provisions of this Agreement and any of the exhibits attached hereto, the provisions of this Agreement shall control.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the date written below, effective as of the date written above ("Effective Date").

APPROVED:

Central Basin Municipal Water District City of Signal Hill

By: _____ By: _____

Elaine Jeng
Interim General Manager

Carlo Tomaino
City Manager

Date: _____

Date: _____

APPROVED AS TO FORM:

SECONDARY DESIGNEE

By: _____
Victor M. Ponto
Burke, Williams & Sorensen, LLP
General Counsel

By: _____
Thomas Bekele
Public Works Director

Date: _____

Date: _____

RESOLUTION NO. 2025-07-XXXX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SIGNAL HILL, CALIFORNIA, AMENDING THE ADOPTED
BUDGET AND AUTHORIZING BUDGET
APPROPRIATIONS FOR FISCAL YEAR 2025-26**

WHEREAS, the City Council approves the appropriation of funds for the purpose stated below.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SIGNAL
HILL, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. To authorize budget adjustment 26-003 of the FY 2025-26 Budget as follows:

Purpose: Willow Median Improvements Project

Fund	Dept	Object	Project	Description	Amount
1) Willow Median Improvements Project					
400	40	5894	90.26006.CIPR.113	City-wide Median Improvement – Annual Project	\$220,972.15
400	40	5894	90.26006.CIPG.240	City-wide Median Improvement – Annual Project	\$70,000.00
240	31	4363		Other Grants (revenue increase)	\$70,000.00
2) Transfer of funds to cover expenses					
113	99	7939		Transfer to Capital Projects	\$220,972.15
400	00	6946		Transfer from GF Reserve Funds	\$220,972.15
240	99	7939		Transfer to Capital Projects	\$70,000.00
400	00	6948		Transfer from Special Revenue	\$70,000.00

Section 2. To add the above-referenced adjustments to the Budget Adjustment Status Report (Exhibit A).

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Signal Hill, California, on this 8th day of July, 2025.

KEIR JONES
MAYOR

ATTEST:

DARITZA GONZALEZ
CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF SIGNAL HILL)

I, DARITZA GONZALEZ, City Clerk of the City of Signal Hill, California, hereby certify that Resolution No. 2025-07-XXXX was adopted at a regular meeting of the City Council of the City of Signal Hill held on the 8th day of July 2025 and that the same was adopted by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

DARITZA GONZALEZ
CITY CLERK

CITY OF SIGNAL HILL - SUMMARY OF BUDGET ADJUSTMENTS - FY 2025-26

Budget Adjustment #	Council Date	Description	Revenues	Expenditures	Capital Outlay	Transfers In	Transfers Out	Net Change
General Fund - 100								
		Adopted	38,418,037.53	37,735,806.60	682,230.93	1,250,540.00	1,622,770.93	-
		Adjusted	38,418,037.53	37,735,806.60	682,230.93	1,250,540.00	1,622,770.93	Total -
Capital Improvement Reserves - 113								
		Adopted	-	-	-	-	2,230,541.58	-
		Adjusted	-	-	-	-	2,230,541.58	Total -
Prop A - 202								
BA 26-002	6/24/2025	Increase Expenditures Budget for Proposition A Fund	321,190.00	320,375.38	-	-	-	(120,802.00)
		Adjusted	321,190.00	441,177.38	-	-	-	Total (120,802.00)
Capital Grants Fund - 240								
		Adopted	3,774,998.00	-	-	-	3,774,998.00	-
		Adjusted	3,774,998.00	-	-	-	3,774,998.00	Total -
Capital Improvements - CIP - 400								
		Adopted	-	-	13,609,635.02	13,609,635.02	-	-
		Adjusted	-	-	13,609,635.02	13,609,635.02	-	Total -
Water Operations Fund - 500								
BA 26-001	6/24/2025	Increase Project Budget for Gundry Reservoir Roof Replacement & Coating CIP	8,096,487.00	7,955,525.00	6,837,795.00	79,742.00	-	(1,765,577.00)
		Adjusted	8,096,487.00	7,955,525.00	8,603,372.00	79,742.00	-	Total (1,765,577.00)

Notes: If the net change is positive, there is an overall increase to the Fund Balance. If negative, there is an overall reduction to the Fund Balance.



STAFF REPORT

7/8/2025

AGENDA ITEM

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

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: YVETTE E. AGUILAR
DEPUTY CITY MANAGER/DIRECTOR OF PARKS, RECREATION AND LIBRARY
SERVICES**

SUBJECT: THIRD AMENDMENT TO THE CITY MANAGER EMPLOYMENT AGREEMENT

Summary:

On December 13, 2022, the City Council approved a City Manager Employment Agreement with Carlo Tomaino. The City Council evaluates the City Manager's performance on an annual basis. Mr. Tomaino has successfully and satisfactorily performed his service to the City, and the City Council approved Amendment One and Amendment Two on July 25, 2023, and September 24, 2024, respectively. The City Council conducted its annual review of the City Manager on June 10, 2025, and will consider a Third Amendment to the City Manager's Employment Agreement.

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.

Recommendations:

1. Approve the Third Amendment to the Employment Agreement for the City Manager, in a form approved by the City Attorney;
2. Adopt a Resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA,
APPROVING AND ADOPTING A CITY-WIDE PAY SCHEDULE AS REQUIRED BY THE
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS), AND REPEALING
ALL PRIOR RESOLUTIONS

3. Adopt a Resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING AND ADOPTING SALARIES AND BENEFITS FOR MANAGEMENT PERSONNEL, AND REPEALING ALL PRIOR RESOLUTIONS.

Fiscal Impact:

The adopted Fiscal Year 2025-26 budget appropriated sufficient funds to implement the initial term of this contract amendment. Any future increases will be addressed in the budget process and require approval by the City Council.

Background:

On December 13, 2022, the City Council approved a City Manager Employment Agreement with Carlo Tomaino. The City Council evaluates the City Manager's performance on an annual basis. Mr. Tomaino has successfully and satisfactorily performed his service to the City, and the City Council approved Amendment One and Amendment Two on July 25, 2023, and September 24, 2024, respectively.

The City Council conducted its annual review of the City Manager on June 10, 2025.

The responsibilities of the City Manager include:

- Providing for the day-to-day management of City functions in accordance with City Council policies, the Signal Hill Municipal Code, and City Charter provisions.
- Implementing the policies and directives of the City Council through the supervision and coordination of various City departments.
- Delivering municipal services to residents and businesses in a cost-effective manner that upholds and maintains a high quality of life.
- Ensuring that the City's interests are effectively represented in decisions made by other governmental agencies.
- Implementing and providing executive oversight of the City's Strategic Plan.

To evaluate the City Manager's performance in carrying out these and other responsibilities, the City Council completed an evaluation of the City Manager and reviewed the City's accomplishments under his leadership.

Analysis:

The City Council recognized the City Manager's exemplary performance and commended the City Manager on his leadership and notable accomplishments. The proposed amendment to the contract includes the following:

- An adjustment to the annual base salary to \$309,223.00 effective July 1, 2025, inclusive of the cost-of-living increase and salary adjustment for 2025.
- Annual salary adjustments to the base salary upon the completion of a satisfactory performance each year, with increases to base salary of 3% on July 1, 2026; 2% on July 1, 2027; 2% July 1, 2028; and 2% July 1, 2029.
- An adjustment to the Sick Leave accruals to 5.23 per pay period.
- An adjustment to vacation accrual to 5.23 hours per pay period.
- Sick Leave Sell Back of up to 150 hours annually.
- Sick Leave Cash Out upon termination.

Subject to approval by the City Council, the proposed Third Amendment would modify the City Manager's contract as noted above.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachments:

- A. Third Amendment to the City Manager Employee Agreement
- B. Resolution Approving City-Wide Pay Schedule
- C. Exhibit A - City-Wide Pay Schedule
- D. Resolution Approving Management Salary Ranges

CITY OF SIGNAL HILL

THIRD AMENDMENT TO THE CITY MANAGER EMPLOYMENT AGREEMENT

This THIRD AMENDMENT TO THE CITY MANAGER EMPLOYMENT AGREEMENT (hereinafter referred to as the "THIRD AMENDMENT") is entered into and made effective this 8th day of July, 2025, by and between the CITY OF SIGNAL HILL, a charter city and municipal corporation (hereinafter referred to as the "CITY") and CARLO TOMAINO, an individual (hereinafter referred to as "EMPLOYEE"). For purposes of this THIRD AMENDMENT, CITY and EMPLOYEE may be collectively referred to as the "Parties" or individually as a "Party."

RECITALS

WHEREAS, EMPLOYEE has been serving as the City Manager for CITY under the City Manager Employment Agreement entered into on December 13, 2023 (hereinafter "EMPLOYMENT AGREEMENT"), as amended by the First Amendment to the City Manager Employment Agreement entered into on August 22, 2023 (hereinafter "FIRST AMENDMENT") and the Second Amendment to the City Manager Employment Agreement entered into on September 24, 2024 (hereinafter "SECOND AMENDMENT"); and

WHEREAS, pursuant to Sections 2.2, 2.3 and 5.2 of the EMPLOYMENT AGREEMENT, as amended, the City Council conducted a performance evaluation of EMPLOYEE on June 10, 2025; and

WHEREAS, based on that performance evaluation and EMPLOYEE's service to CITY, CITY and EMPLOYEE now desire to amend the EMPLOYMENT AGREEMENT as amended, as set forth below while leaving all other terms and conditions of employment the same;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the CITY and EMPLOYEE hereby agree to the amendments of the following provisions of the EMPLOYMENT AGREEMENT, FIRST AMENDMENT and SECOND AMENDMENT as follows:

AGREEMENT

2.0 COMPENSATION AND REIMBURSEMENT

2.1 Base Salary. For the services rendered pursuant to this AGREEMENT, EMPLOYEE's annual base salary shall be Three Hundred Nine Thousand Two Hundred Twenty-Three Dollars (\$309,223) ("Base Salary"), retroactive to July 1, 2025 (inclusive of the cost-of-living increase and salary adjustment for 2025), which shall be paid on a pro-rated basis biweekly at the same time as other employees of the CITY are paid. Such Salary shall be subject to normal and proper withholdings as determined by state and federal law. It is the compensation philosophy of the City Council that the City Manager's compensation should be at least Seven and One-Half Percent (7.5%) higher than the next highest paid CITY employee, and therefore the City Council will consider an additional increase to EMPLOYEE's salary, at any time, if another CITY employee's salary is within 7.5% of EMPLOYEE's salary.

2.3 Salary Adjustment. Following the annual performance evaluation set forth in Section 5.2 hereof and the annual Salary review set forth above in Section 2.2, the City Council may increase EMPLOYEE's base salary and benefits package based on the results of those annual reviews. EMPLOYEE shall be eligible for the following increases to base salary: 3% on July 1, 2026; 2% on July 1, 2027, 2% July 1, 2028 and 2% July 1, 2029. These increases are not automatic, and require both a satisfactory evaluation and availability of CITY funding. Any adjustments in the base salary and/or benefits following the annual performance evaluation under Section 5.2 and review under Section 2.2 shall be at the sole discretion of the City Council. EMPLOYEE will also be eligible to receive those salary cost-of-living adjustments, which may be granted by the City Council under the terms of a Memorandum of Understanding with the Signal Hill Employees' Association, upon approval by the City Council. At EMPLOYEE's election, any salary adjustment approved by the City Council as a result of the annual performance evaluation set forth in Section 5.2, as well as any future increases, may be taken as an increase in vacation accrual rather than as a salary increase.

6.0 BENEFITS AND OTHER COMPENSATION

6.2 Management Benefits. For purposes of benefits, in accordance with Resolution 2025-06-6881, as may be amended by the City Council from time to time, the City Manager is considered a "management employee" for purposes of benefits and EMPLOYEE shall receive all benefits provided to other management employees, as they may be amended from time to time, except as those benefits are explicitly amended by the terms of this AGREEMENT. The current benefits include the following:

(a) Sick Leave: EMPLOYEE shall accrue sick leave at the accrual rate of 136 hours per year. Sick leave shall accrue at the rate of 5.23 hours per pay period. Sick leave must be used and deducted from accruals on a minute by minute basis for time missed from normal work hours which for purposes of this section are deemed to be normal City operating hours.

(b) Vacation Leave. EMPLOYEE shall accrue vacation at the accrual rate for management employees who have completed 10 years of employment with CITY (currently 136 hours per year). Vacation shall accrue at the rate of 5.23 hours per pay period. Vacation leave may only be accrued to a maximum of two times the yearly accrual, at which point vacation leave accrual will cease until the accrued hours fall below the maximum. Vacation leave must be used and deducted from accruals on a minute by minute basis for time missed from normal work hours which for purposes of this section are deemed to be normal City operating hours. Upon termination, for any reason, EMPLOYEE shall be entitled to one hundred percent (100%) of the unused vacation leave on the books then existing. Employee shall be eligible, after taking forty (40) hours of vacation leave or executive/personal leave, or a combination thereof during the prior 12 month period, to cash out leave in accordance with City policy.

6.8 Supplemental Benefits. The following additional benefits are provided to EMPLOYEE as the City Manager:

(c.) Sick Leave Sell Back. EMPLOYEE is entitled to sell back (cash out) sick leave up to 150 hours each year in June. EMPLOYEE must have at least 50 hours of sick leave remaining after the cash out.

(d.) Sick Leave Cash Out Upon Termination by City Council. If City Council terminates EMPLOYEE's employment for any reason, one hundred percent (100%) of the accrued sick leave will be cashed out and paid to EMPLOYEE.

IN WITNESS WHEREOF, the City of Signal Hill has caused this THIRD AMENDMENT to be signed and executed on its behalf by its Mayor, and duly attested by its officers thereunto duly authorized, and EMPLOYEE has signed and executed this AGREEMENT, all in triplicate.

CITY OF SIGNAL HILL

EMPLOYEE

Keir Jones
Mayor

Carlo Tomaino

ATTEST:

Tina Knapp
Assistant City Clerk

APPROVED AS TO FORM:

Best Best & Krieger LLP
City Attorney

RESOLUTION NO. 2025-07-XXXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING AND ADOPTING A CITY-WIDE PAY SCHEDULE AS REQUIRED BY THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS), AND REPEALING ALL PRIOR RESOLUTIONS

WHEREAS, the California Public Employees' Retirement System requires, by regulation, that the City Council approve and adopt a pay schedule for every employee position; and

WHEREAS, such pay schedule shall be available for public review; and

WHEREAS, posting of the pay schedule may be satisfied by listing on the employer's internet website.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, that the Salary Schedule effective July 1, 2025 (Exhibit A) shall be posted on the City website.

BE IT FURTHER RESOLVED, that such schedule shall be retained and available for public inspection for not less than five years.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Signal Hill, California, on this 8th day of July 2025.

KEIR JONES
MAYOR

ATTEST:

DARITZA GONZALEZ
CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)ss.
CITY OF SIGNAL HILL)

I, DARITZA GONZALEZ, City Clerk of the City of Signal Hill, California, do hereby certify that Resolution No. 2025-07-XXXX was adopted by the City Council of the City of Signal Hill, California, at a regular meeting held on the 8th day of July 2025, and that the same was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

DARITZA GONZALEZ
CITY CLERK

City of Signal Hill
Salary Schedule Effective July 1, 2025

Barg Unit	Position	Grade		Step A	Step B	Step C	Step D	Step E	Step F
SHEA	Account Specialist	13a	Hourly	24.718176	25.954366	27.252177	28.614409	30.045155	31.547291
			Annual	51,413.81	53,985.08	56,684.53	59,517.97	62,493.92	65,618.37
			Monthly	4,284.48	4,498.76	4,723.71	4,959.83	5,207.83	5,468.20
			Pay Period	1,977.45	2,076.35	2,180.17	2,289.15	2,403.61	2,523.78
SHEA	Account Specialist II	16	Hourly	27.145211	28.502692	29.927940	31.424191	32.995679	34.645554
			Annual	56,462.04	59,285.60	62,250.12	65,362.32	68,631.01	72,062.75
			Monthly	4,705.17	4,940.47	5,187.51	5,446.86	5,719.25	6,005.23
			Pay Period	2,171.62	2,280.22	2,394.24	2,513.94	2,639.65	2,771.64
SHEA	Accountant	31b	Hourly	39.657672	41.640765	43.723006	45.909184	48.204640	50.614849
			Annual	82,487.96	86,612.79	90,943.85	95,491.10	100,265.65	105,278.89
			Monthly	6,874.00	7,217.73	7,578.65	7,957.59	8,355.47	8,773.24
			Pay Period	3,172.61	3,331.26	3,497.84	3,672.73	3,856.37	4,049.19
SHEA	Administrative Assistant	21a	Hourly	29.788910	31.278883	32.842477	34.484400	36.208672	38.019512
			Annual	61,960.93	65,060.08	68,312.35	71,727.55	75,314.04	79,080.58
			Monthly	5,163.41	5,421.67	5,692.70	5,977.30	6,276.17	6,590.05
			Pay Period	2,383.11	2,502.31	2,627.40	2,758.75	2,896.69	3,041.56
SHEA	Administrative Assistant to the Police Chief	22a	Hourly	30.533825	32.060425	33.663380	35.346817	37.114036	38.969770
			Annual	63,510.36	66,685.69	70,019.83	73,521.38	77,197.19	81,057.12
			Monthly	5,292.53	5,557.14	5,834.99	6,126.78	6,433.10	6,754.76
			Pay Period	2,442.71	2,564.83	2,693.07	2,827.75	2,969.12	3,117.58
SHEA	Assistant Engineer	33b	Hourly	40.784059	42.823435	44.964771	47.212701	49.573362	52.052062
			Annual	84,830.84	89,072.74	93,526.72	98,202.42	103,112.59	108,268.29
			Monthly	7,069.24	7,422.73	7,793.89	8,183.53	8,592.72	9,022.36
			Pay Period	3,262.72	3,425.87	3,597.18	3,777.02	3,965.87	4,164.16

City of Signal Hill
Salary Schedule Effective July 1, 2025

Barg Unit Position		Grade		Step A	Step B	Step C	Step D	Step E	Step F
SHEA	Assistant Planner	27	Hourly	35.755294	37.543386	39.420017	41.391193	43.461051	45.633785
			Annual	74,371.01	78,090.24	81,993.63	86,093.68	90,398.99	94,918.27
			Monthly	6,197.58	6,507.52	6,832.80	7,174.47	7,533.25	7,909.86
			Pay Period	2,860.42	3,003.47	3,153.60	3,311.30	3,476.88	3,650.70
SHEA	Associate Engineer	40	Hourly	48.955799	51.403707	53.973701	56.672805	59.506033	62.481680
			Annual	101,828.06	106,919.71	112,265.30	117,879.43	123,772.55	129,961.89
			Monthly	8,485.67	8,909.98	9,355.44	9,823.29	10,314.38	10,830.16
			Pay Period	3,916.46	4,112.30	4,317.90	4,533.82	4,760.48	4,998.53
SHEA	Associate Planner	34b	Hourly	41.105568	43.161020	45.319227	47.584880	49.964162	52.462396
			Annual	85,499.58	89,774.92	94,263.99	98,976.55	103,925.46	109,121.78
			Monthly	7,124.97	7,481.24	7,855.33	8,248.05	8,660.45	9,093.48
			Pay Period	3,288.45	3,452.88	3,625.54	3,806.79	3,997.13	4,196.99
SHEA	City Librarian	32b	Hourly	41.157334	43.215373	45.376296	47.644802	50.027081	52.528464
			Annual	85,607.25	89,887.98	94,382.70	99,101.19	104,056.33	109,259.21
			Monthly	7,133.94	7,490.66	7,865.22	8,258.43	8,671.36	9,104.93
			Pay Period	3,292.59	3,457.23	3,630.10	3,811.58	4,002.17	4,202.28
SHEA	Code Enforcement Officer	Proposed	Hourly	35.048000	36.805600	38.646400	40.580800	42.608800	44.740800
			Annual	72,899.84	76,555.65	80,384.51	84,408.06	88,626.30	93,060.86
			Monthly	6,074.99	6,379.64	6,698.71	7,034.01	7,385.53	7,755.07
			Pay Period	2,803.84	2,944.45	3,091.71	3,246.46	3,408.70	3,579.26
SHEA	Communications Officer	32d	Hourly	42.759847	44.898025	47.143086	49.499918	51.974957	54.574367
			Annual	88,940.48	93,387.89	98,057.62	102,959.83	108,107.91	113,514.68
			Monthly	7,411.71	7,782.32	8,171.47	8,579.99	9,008.99	9,459.56
			Pay Period	3,420.79	3,591.84	3,771.45	3,959.99	4,158.00	4,365.95

City of Signal Hill
Salary Schedule Effective July 1, 2025

Barg Unit	Position	Grade		Step A	Step B	Step C	Step D	Step E	Step F
SHEA	Communications Specialist	24b	Hourly	32.060134	33.663141	35.346298	37.113613	38.969293	40.917758
			Annual	66,685.08	70,019.33	73,520.30	77,196.31	81,056.13	85,108.94
			Monthly	5,557.09	5,834.94	6,126.69	6,433.03	6,754.68	7,092.41
			Pay Period	2,564.81	2,693.05	2,827.70	2,969.09	3,117.54	3,273.42
SHEA	Community Services Supervisor	30	Hourly	38.095342	40.000325	41.999957	44.100118	46.305040	48.620466
			Annual	79,238.31	83,200.68	87,359.91	91,728.25	96,314.48	101,130.57
			Monthly	6,603.19	6,933.39	7,279.99	7,644.02	8,026.21	8,427.55
			Pay Period	3,047.63	3,200.03	3,360.00	3,528.01	3,704.40	3,889.64
SHEA	Dispatcher/Jailer	21c	Hourly	31.933711	33.530963	35.207136	36.967276	38.815696	40.756917
			Annual	66,422.12	69,744.40	73,230.84	76,891.94	80,736.65	84,774.39
			Monthly	5,535.18	5,812.03	6,102.57	6,407.66	6,728.05	7,064.53
			Pay Period	2,554.70	2,682.48	2,816.57	2,957.38	3,105.26	3,260.55
SHEA	Emergency Management Coordinator	36	Hourly	47.932411	50.329097	52.845746	55.488127	58.262567	61.175979
			Annual	99,699.41	104,684.52	109,919.15	115,415.30	121,186.14	127,246.04
			Monthly	8,308.28	8,723.71	9,159.93	9,617.94	10,098.84	10,603.84
			Pay Period	3,834.59	4,026.33	4,227.66	4,439.05	4,661.01	4,894.08
SHEA	Engineering Technician I	19	Hourly	30.508490	32.034277	33.635536	35.317712	37.083279	38.937910
			Annual	63,457.66	66,631.30	69,961.91	73,460.84	77,133.22	80,990.85
			Monthly	5,288.14	5,552.61	5,830.16	6,121.74	6,427.77	6,749.24
			Pay Period	2,440.68	2,562.74	2,690.84	2,825.42	2,966.66	3,115.03
SHEA	Engineering Technician II	22e	Hourly	33.556673	35.234408	36.996055	38.846152	40.788326	42.827778
			Annual	69,797.88	73,287.57	76,951.79	80,800.00	84,839.72	89,081.78
			Monthly	5,816.49	6,107.30	6,412.65	6,733.33	7,069.98	7,423.48
			Pay Period	2,684.53	2,818.75	2,959.68	3,107.69	3,263.07	3,426.22

City of Signal Hill
Salary Schedule Effective July 1, 2025

Barg Unit	Position	Grade		Step A	Step B	Step C	Step D	Step E	Step F
SHEA	Equipment Mechanic	18b	Hourly	28.298340	29.713163	31.199051	32.759037	34.397134	36.116868
			Annual	58,860.55	61,803.38	64,894.03	68,138.80	71,546.04	75,123.09
			Monthly	4,905.05	5,150.28	5,407.84	5,678.23	5,962.17	6,260.26
			Pay Period	2,263.87	2,377.05	2,495.92	2,620.72	2,751.77	2,889.35
SHEA	Executive Assistant/Deputy City Clerk	26a	Hourly	33.703584	35.388708	37.158293	39.016257	40.967330	43.015440
			Annual	70,103.45	73,608.51	77,289.25	81,153.81	85,212.05	89,472.12
			Monthly	5,841.95	6,134.04	6,440.77	6,762.82	7,101.00	7,456.01
			Pay Period	2,696.29	2,831.10	2,972.66	3,121.30	3,277.39	3,441.24
SHEA	Fleet Mechanic	22c	Hourly	31.113967	32.669574	34.302984	36.018406	37.819203	39.710196
			Annual	64,717.05	67,952.71	71,350.21	74,918.29	78,663.94	82,597.21
			Monthly	5,393.09	5,662.73	5,945.85	6,243.19	6,555.33	6,883.10
			Pay Period	2,489.12	2,613.57	2,744.24	2,881.47	3,025.54	3,176.82
SHEA	Fleet Services Supervisor	32c	Hourly	42.134478	44.241379	46.453606	48.775970	51.214809	53.775579
			Annual	87,639.71	92,022.07	96,623.50	101,454.02	106,526.80	111,853.20
			Monthly	7,303.31	7,668.51	8,051.96	8,454.50	8,877.23	9,321.10
			Pay Period	3,370.76	3,539.31	3,716.29	3,902.08	4,097.18	4,302.05
SHEA	Librarian	26b	Hourly	34.714692	36.450369	38.273042	40.186744	42.196350	44.305903
			Annual	72,206.56	75,816.77	79,607.93	83,588.43	87,768.41	92,156.28
			Monthly	6,017.21	6,318.06	6,633.99	6,965.70	7,314.03	7,679.69
			Pay Period	2,777.18	2,916.03	3,061.84	3,214.94	3,375.71	3,544.47
SHEA	Library Assistant	10	Hourly	25.836891	27.128411	28.485290	29.909531	31.404970	32.974921
			Annual	53,740.73	56,427.10	59,249.40	62,211.82	65,322.34	68,587.84
			Monthly	4,478.39	4,702.26	4,937.45	5,184.32	5,443.53	5,715.65
			Pay Period	2,066.95	2,170.27	2,278.82	2,392.76	2,512.40	2,637.99

City of Signal Hill
Salary Schedule Effective July 1, 2025

Barg Unit	Position	Grade		Step A	Step B	Step C	Step D	Step E	Step F
SHEA	Maintenance Worker	13b	Hourly	25.182712	26.442134	27.764335	29.152168	30.609802	32.140168
			Annual	52,380.04	54,999.64	57,749.82	60,636.51	63,668.39	66,851.55
			Monthly	4,365.00	4,583.30	4,812.48	5,053.04	5,305.70	5,570.96
			Pay Period	2,014.62	2,115.37	2,221.15	2,332.17	2,448.78	2,571.21
SHEA	Maintenance Worker Trainee	3	Hourly	19.099834	20.054703	21.057296	22.110444	23.216026	24.376945
			Annual	39,727.65	41,713.78	43,799.17	45,989.72	48,289.33	50,704.05
			Monthly	3,310.64	3,476.15	3,649.93	3,832.48	4,024.11	4,225.34
			Pay Period	1,527.99	1,604.38	1,684.58	1,768.84	1,857.28	1,950.16
SHEA	Management Assistant	26c	Hourly	35.051727	36.804256	38.644625	40.576907	42.606023	44.736058
			Annual	72,907.59	76,552.85	80,380.82	84,399.97	88,620.53	93,051.00
			Monthly	6,075.63	6,379.40	6,698.40	7,033.33	7,385.04	7,754.25
			Pay Period	2,804.14	2,944.34	3,091.57	3,246.15	3,408.48	3,578.88
SHEA	Police Records Clerk	13c	Hourly	25.231610	26.493478	27.818246	29.208774	30.669239	32.202576
			Annual	52,481.75	55,106.43	57,861.95	60,754.25	63,792.02	66,981.36
			Monthly	4,373.48	4,592.20	4,821.83	5,062.85	5,316.00	5,581.78
			Pay Period	2,018.53	2,119.48	2,225.46	2,336.70	2,453.54	2,576.21
SHEA	Police Records Supervisor	33c	Hourly	41.024436	43.075832	45.229789	47.490969	49.865542	52.358852
			Annual	85,330.83	89,597.73	94,077.96	98,781.21	103,720.33	108,906.41
			Monthly	7,110.90	7,466.48	7,839.83	8,231.77	8,643.36	9,075.53
			Pay Period	3,281.95	3,446.07	3,618.38	3,799.28	3,989.24	4,188.71
SHEA	Police Recruit		Hourly	40.152667					
			Annual	83,517.55					
			Monthly	6,959.80					
			Pay Period	3,212.21					

City of Signal Hill
Salary Schedule Effective July 1, 2025

Barg Unit	Position	Grade		Step A	Step B	Step C	Step D	Step E	Step F
SHEA	Principal Building Inspector	38	Hourly	46.778144	49.117168	51.572838	54.151884	56.859081	59.702370
			Annual	97,298.54	102,163.71	107,271.50	112,635.92	118,266.89	124,180.93
			Monthly	8,108.21	8,513.64	8,939.29	9,386.33	9,855.57	10,348.41
			Pay Period	3,742.25	3,929.37	4,125.83	4,332.15	4,548.73	4,776.19
SHEA	Public Works Inspector	29	Hourly	38.581609	40.510869	42.536596	44.663098	46.896405	49.241397
			Annual	80,249.75	84,262.61	88,476.12	92,899.24	97,544.52	102,422.11
			Monthly	6,687.48	7,021.88	7,373.01	7,741.60	8,128.71	8,535.18
			Pay Period	3,086.53	3,240.87	3,402.93	3,573.05	3,751.71	3,939.31
SHEA	Public Works Maintenance Supervisor	31c	Hourly	40.305922	42.321432	44.437709	46.659622	48.992600	51.442207
			Annual	83,836.32	88,028.58	92,430.43	97,052.01	101,904.61	106,999.79
			Monthly	6,986.36	7,335.71	7,702.54	8,087.67	8,492.05	8,916.65
			Pay Period	3,224.47	3,385.71	3,555.02	3,732.77	3,919.41	4,115.38
SHEA	Recreation Coordinator	20	Hourly	29.934224	31.431460	33.002684	34.652612	36.385295	38.204973
			Annual	62,263.19	65,377.44	68,645.58	72,077.43	75,681.41	79,466.34
			Monthly	5,188.60	5,448.12	5,720.47	6,006.45	6,306.78	6,622.20
			Pay Period	2,394.74	2,514.52	2,640.21	2,772.21	2,910.82	3,056.40
SHEA	Recreation Supervisor	30	Hourly	38.095342	40.000325	41.999957	44.100118	46.305040	48.620466
			Annual	79,238.31	83,200.68	87,359.91	91,728.25	96,314.48	101,130.57
			Monthly	6,603.19	6,933.39	7,279.99	7,644.02	8,026.21	8,427.55
			Pay Period	3,047.63	3,200.03	3,360.00	3,528.01	3,704.40	3,889.64
SHEA	Senior Account Specialist	22d	Hourly	31.236103	32.797815	34.437638	36.159794	37.967659	39.866075
			Annual	64,971.09	68,219.46	71,630.29	75,212.37	78,972.73	82,921.44
			Monthly	5,414.26	5,684.95	5,969.19	6,267.70	6,581.06	6,910.12
			Pay Period	2,498.89	2,623.83	2,755.01	2,892.78	3,037.41	3,189.29

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Barg Unit Position		Grade		Step A	Step B	Step C	Step D	Step E	Step F
SHEA	Senior Accountant	34a	Hourly	41.064503	43.117902	45.273954	47.537343	49.914247	52.409986
			Annual	85,414.17	89,685.24	94,169.82	98,877.67	103,821.63	109,012.77
			Monthly	7,117.85	7,473.77	7,847.49	8,239.81	8,651.80	9,084.40
			Pay Period	3,285.16	3,449.43	3,621.92	3,802.99	3,993.14	4,192.80
SHEA	Senior Building Inspector	33a	Hourly	40.663870	42.697236	44.832262	47.073567	49.427271	51.898667
			Annual	84,580.85	88,810.25	93,251.10	97,913.02	102,808.72	107,949.23
			Monthly	7,048.40	7,400.85	7,770.93	8,159.42	8,567.39	8,995.77
			Pay Period	3,253.11	3,415.78	3,586.58	3,765.89	3,954.18	4,151.89
SHEA	Senior Deputy City Clerk	31a	Hourly	38.132376	40.039197	42.041352	44.143446	46.350615	48.668124
			Annual	79,315.34	83,281.53	87,446.01	91,818.37	96,409.28	101,229.70
			Monthly	6,609.61	6,940.13	7,287.17	7,651.53	8,034.11	8,435.81
			Pay Period	3,050.59	3,203.14	3,363.31	3,531.48	3,708.05	3,893.45
SHEA	Senior Engineer	45	Hourly	53.880342	56.574489	59.403007	62.373614	65.491842	68.766814
			Annual	112,071.11	117,674.94	123,558.25	129,737.12	136,223.03	143,034.97
			Monthly	9,339.26	9,806.24	10,296.52	10,811.43	11,351.92	11,919.58
			Pay Period	4,310.43	4,525.96	4,752.24	4,989.89	5,239.35	5,501.35
SHEA	Senior Maintenance Worker	21b	Hourly	30.235743	31.748066	33.335115	35.001666	36.751802	38.589804
			Annual	62,890.35	66,035.98	69,337.04	72,803.46	76,443.75	80,266.79
			Monthly	5,240.86	5,503.00	5,778.09	6,066.96	6,370.31	6,688.90
			Pay Period	2,418.86	2,539.85	2,666.81	2,800.13	2,940.14	3,087.18
SHEA	Senior Planner	39	Hourly	46.460848	48.784008	51.223024	53.784574	56.473409	59.297411
			Annual	96,638.56	101,470.74	106,543.89	111,871.91	117,464.69	123,338.62
			Monthly	8,053.21	8,455.89	8,878.66	9,322.66	9,788.72	10,278.22
			Pay Period	3,716.87	3,902.72	4,097.84	4,302.77	4,517.87	4,743.79

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Barg Unit	Position	Grade		Step A	Step B	Step C	Step D	Step E	Step F
SHEA	Senior Public Works Inspector	32a	Hourly	39.085787	41.040240	43.092399	45.246725	47.509099	49.884581
			Annual	81,298.44	85,363.70	89,632.19	94,113.19	98,818.93	103,759.93
			Monthly	6,774.87	7,113.64	7,469.35	7,842.77	8,234.91	8,646.66
			Pay Period	3,126.86	3,283.22	3,447.39	3,619.74	3,800.73	3,990.77
SHEA	Senior Recreation Specialist	11	Hourly	23.271225	24.434845	25.656502	26.939582	28.286383	29.700416
			Annual	48,404.15	50,824.48	53,365.52	56,034.33	58,835.68	61,776.86
			Monthly	4,033.68	4,235.37	4,447.13	4,669.53	4,902.97	5,148.07
			Pay Period	1,861.70	1,954.79	2,052.52	2,155.17	2,262.91	2,376.03
SHEA	Senior Water Utilities Worker	22a	Hourly	30.533825	32.060425	33.663380	35.346817	37.114036	38.969770
			Annual	63,510.36	66,685.69	70,019.83	73,521.38	77,197.19	81,057.12
			Monthly	5,292.53	5,557.14	5,834.99	6,126.78	6,433.10	6,754.76
			Pay Period	2,442.71	2,564.83	2,693.07	2,827.75	2,969.12	3,117.58
SHEA	Senior Water Systems Operator	28	Hourly	35.409991	37.180653	39.039232	40.991457	43.041254	45.193352
			Annual	73,652.78	77,335.76	81,201.60	85,262.23	89,525.81	94,002.17
			Monthly	6,137.73	6,444.65	6,766.80	7,105.19	7,460.48	7,833.51
			Pay Period	2,832.80	2,974.45	3,123.14	3,279.32	3,443.30	3,615.47
SHEA	Water Utilities Worker I	15	Hourly	25.686841	26.971391	28.320068	29.735934	31.222993	32.784229
			Annual	53,428.63	56,100.49	58,905.74	61,850.74	64,943.83	68,191.20
			Monthly	4,452.39	4,675.04	4,908.81	5,154.23	5,411.99	5,682.60
			Pay Period	2,054.95	2,157.71	2,265.61	2,378.87	2,497.84	2,622.74
SHEA	Water Utilities Worker II	18a	Hourly	28.021717	29.422712	30.894073	32.438809	34.060896	35.763818
			Annual	58,285.17	61,199.24	64,259.67	67,472.72	70,846.66	74,388.74
			Monthly	4,857.10	5,099.94	5,354.97	5,622.73	5,903.89	6,199.06
			Pay Period	2,241.74	2,353.82	2,471.53	2,595.10	2,724.87	2,861.11

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Barg Unit	Position	Grade		Step A	Step B	Step C	Step D	Step E	Step F
SHEA	Water Systems Operator I	22b	Hourly	30.655960	32.188667	33.798034	35.488204	37.262492	39.125649
			Annual	63,764.40	66,952.43	70,299.91	73,815.46	77,505.98	81,381.35
			Monthly	5,313.70	5,579.37	5,858.33	6,151.29	6,458.83	6,781.78
			Pay Period	2,452.48	2,575.09	2,703.84	2,839.06	2,981.00	3,130.05
SHEA	Water Systems Operator II	25	Hourly	33.736662	35.423169	37.194531	39.054282	41.007147	43.057204
			Annual	70,172.26	73,680.19	77,364.62	81,232.91	85,294.87	89,558.98
			Monthly	5,847.69	6,140.02	6,447.05	6,769.41	7,107.91	7,463.25
			Pay Period	2,698.93	2,833.85	2,975.56	3,124.34	3,280.57	3,444.58
SHEA	Water Systems Superintendent	47	Hourly	58.249667	61.162292	64.220177	67.431688	70.802782	74.343335
			Annual	121,159.31	127,217.57	133,577.97	140,257.91	147,269.79	154,634.14
			Monthly	10,096.61	10,601.46	11,131.50	11,688.16	12,272.48	12,886.18
			Pay Period	4,659.97	4,892.98	5,137.61	5,394.54	5,664.22	5,947.47

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Barg Unit	Position	Grade		Step A	Step B	Step C	Step D	Step E	Step F
POA	Police Corporal		Hourly	49.074262	51.527967	54.104367	56.809588	59.650077	62.632570
			Annual	102,074.47	107,178.17	112,537.08	118,163.94	124,072.16	130,275.75
			Monthly	8,506.21	8,931.51	9,378.09	9,847.00	10,339.35	10,856.31
			Pay Period	3,925.94	4,122.24	4,328.35	4,544.77	4,772.01	5,010.61
POA	Police Officer		Hourly	45.692982	47.977623	50.376506	52.895334	55.540109	58.317104
			Annual	95,041.40	99,793.46	104,783.13	110,022.29	115,523.43	121,299.58
			Monthly	7,920.12	8,316.12	8,731.93	9,168.52	9,626.95	10,108.30
			Pay Period	3,655.44	3,838.21	4,030.12	4,231.63	4,443.21	4,665.37
POA	Police Sergeant		Hourly	59.250390	62.212912	65.323556	68.589733	72.019226	75.620183
			Annual	123,240.81	129,402.86	135,873.00	142,666.64	149,799.99	157,289.98
			Monthly	10,270.07	10,783.57	11,322.75	11,888.89	12,483.33	13,107.50
			Pay Period	4,740.03	4,977.03	5,225.88	5,487.18	5,761.54	6,049.61

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Barg Unit	Position	Grade		Step A	Step B	Step C	Step D	Step E	Step F
MGR	Accounting Manager		Hourly	52.905959	55.551261	58.328814	61.245278	64.307549	67.522921
			Annual	110,044.40	115,546.62	121,323.93	127,390.18	133,759.70	140,447.68
			Monthly	9,170.37	9,628.89	10,110.33	10,615.85	11,146.64	11,703.97
			Pay Period	4,232.48	4,444.10	4,666.31	4,899.62	5,144.60	5,401.83
MGR	Assistant City Clerk		Hourly	50.378993	52.897940	55.542873	58.319943	61.235957	64.297760
			Annual	104,788.30	110,027.71	115,529.18	121,305.48	127,370.79	133,739.34
			Monthly	8,732.36	9,168.98	9,627.43	10,108.79	10,614.23	11,144.95
			Pay Period	4,030.32	4,231.84	4,443.43	4,665.60	4,898.88	5,143.82
MGR	Assistant to City Manager/Deputy City Clerk		Hourly	50.378993	52.897940	55.542873	58.319943	61.235957	64.297760
			Annual	104,788.30	110,027.71	115,529.18	121,305.48	127,370.79	133,739.34
			Monthly	8,732.36	9,168.98	9,627.43	10,108.79	10,614.23	11,144.95
			Pay Period	4,030.32	4,231.84	4,443.43	4,665.60	4,898.88	5,143.82
MGR	Assistant to the City Manager/Economic Development Manager		Hourly	56.249870	59.062403	62.015518	65.116313	68.372093	71.790705
			Annual	116,999.73	122,849.80	128,992.28	135,441.93	142,213.95	149,324.67
			Monthly	9,749.98	10,237.48	10,749.36	11,286.83	11,851.16	12,443.72
			Pay Period	4,499.99	4,724.99	4,961.24	5,209.31	5,469.77	5,743.26
MGR	Building Official		Hourly	53.576051	56.254855	59.067578	62.020983	65.122031	68.378148
			Annual	111,438.19	117,010.10	122,860.56	129,003.64	135,453.82	142,226.55
			Monthly	9,286.52	9,750.84	10,238.38	10,750.30	11,287.82	11,852.21
			Pay Period	4,286.08	4,500.39	4,725.41	4,961.68	5,209.76	5,470.25
MGR	Contracts Manager		Hourly	62.796799	65.936635	69.233514	72.695099	76.329874	80.146369
			Annual	130,617.34	137,148.20	144,005.71	151,205.81	158,766.14	166,704.45
			Monthly	10,884.78	11,429.02	12,000.48	12,600.48	13,230.51	13,892.04
			Pay Period	5,023.74	5,274.93	5,538.68	5,815.61	6,106.39	6,411.71

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Barg Unit	Position	Grade		Step A	Step B	Step C	Step D	Step E	Step F
MGR	Deputy Administrative Officer/ Finance Director		Hourly	67.289596	70.654046	74.186745	77.896075	81.790863	85.880424
			Annual	139,962.36	146,960.42	154,308.43	162,023.84	170,124.99	178,631.28
			Monthly	11,663.53	12,246.70	12,859.04	13,501.99	14,177.08	14,885.94
			Pay Period	5,383.17	5,652.32	5,934.94	6,231.69	6,543.27	6,870.43
MGR	Deputy Chief of Police		Hourly	78.834575	82.776303	86.915100	91.260863	95.823922	100.615130
			Annual	163,975.92	172,174.71	180,783.41	189,822.60	199,313.76	209,279.47
			Monthly	13,664.66	14,347.89	15,065.28	15,818.55	16,609.48	17,439.96
			Pay Period	6,306.77	6,622.10	6,953.21	7,300.87	7,665.91	8,049.21
MGR	Deputy Director of Parks, Recreation, and Library Services		Hourly	63.738751	66.925684	70.272017	73.785526	77.474823	81.348565
			Annual	132,576.60	139,205.42	146,165.79	153,473.89	161,147.63	169,205.01
			Monthly	11,048.05	11,600.45	12,180.48	12,789.49	13,428.97	14,100.42
			Pay Period	5,099.10	5,354.05	5,621.76	5,902.84	6,197.99	6,507.89
MGR	Deputy Director Public Works		Hourly	66.975863	70.324654	73.840867	77.532877	81.409552	85.479989
			Annual	139,309.79	146,275.28	153,589.00	161,268.38	169,331.87	177,798.38
			Monthly	11,609.15	12,189.61	12,799.08	13,439.03	14,110.99	14,816.53
			Pay Period	5,358.07	5,625.97	5,907.27	6,202.63	6,512.76	6,838.40
MGR	Economic Development Manager		Hourly	56.249870	59.062403	62.015518	65.116313	68.372093	71.790705
			Annual	116,999.73	122,849.80	128,992.28	135,441.93	142,213.95	149,324.67
			Monthly	9,749.98	10,237.48	10,749.36	11,286.83	11,851.16	12,443.72
			Pay Period	4,499.99	4,724.99	4,961.24	5,209.31	5,469.77	5,743.26
MGR	Human Resources Manager		Hourly	62.772670	65.911304	69.206822	72.667173	76.300568	80.115603
			Annual	130,567.15	137,095.51	143,950.19	151,147.72	158,705.18	166,640.45
			Monthly	10,880.60	11,424.63	11,995.85	12,595.64	13,225.43	13,886.70
			Pay Period	5,021.81	5,272.90	5,536.55	5,813.37	6,104.05	6,409.25

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Barg Unit	Position	Grade		Step A	Step B	Step C	Step D	Step E	Step F
MGR	Management Analyst		Hourly	40.325950	42.342214	44.459329	46.682349	49.016471	51.467275
			Annual	83,877.98	88,071.81	92,475.41	97,099.29	101,954.26	107,051.93
			Monthly	6,989.83	7,339.32	7,706.28	8,091.61	8,496.19	8,920.99
			Pay Period	3,226.08	3,387.38	3,556.75	3,734.59	3,921.32	4,117.38
MGR	Park, Recreation & Library Manager		Hourly	54.942309	57.689415	60.573927	63.602560	66.782726	70.121835
			Annual	114,280.00	119,993.98	125,993.77	132,293.32	138,908.07	145,853.42
			Monthly	9,523.33	9,999.50	10,499.48	11,024.44	11,575.67	12,154.45
			Pay Period	4,395.38	4,615.15	4,845.91	5,088.20	5,342.62	5,609.75
MGR	Planning Manager		Hourly	61.909402	65.004872	68.255094	71.667880	75.251266	79.013836
			Annual	128,771.56	135,210.13	141,970.60	149,069.19	156,522.63	164,348.78
			Monthly	10,730.96	11,267.51	11,830.88	12,422.43	13,043.55	13,695.73
			Pay Period	4,952.75	5,200.39	5,460.41	5,733.43	6,020.10	6,321.11
MGR	Police Administrative Support Services Manager		Hourly	50.307892	52.823286	55.464451	58.237672	61.149558	64.207032
			Annual	104,640.41	109,872.44	115,366.06	121,134.36	127,191.08	133,550.63
			Monthly	8,720.03	9,156.04	9,613.84	10,094.53	10,599.26	11,129.22
			Pay Period	4,024.63	4,225.86	4,437.16	4,659.01	4,891.96	5,136.56
MGR	Police Captain		Hourly	81.801452	85.891526	90.186145	94.695372	99.430152	104.401728
			Annual	170,147.02	178,654.37	187,587.18	196,966.37	206,814.72	217,155.59
			Monthly	14,178.92	14,887.86	15,632.27	16,413.86	17,234.56	18,096.30
			Pay Period	6,544.12	6,871.32	7,214.89	7,575.63	7,954.41	8,352.14
MGR	Police Lieutenant		Hourly	71.286121	74.850435	78.592953	82.522579	86.648726	90.981171
			Annual	148,275.13	155,688.91	163,473.34	171,646.97	180,229.35	189,240.84
			Monthly	12,356.26	12,974.08	13,622.78	14,303.91	15,019.11	15,770.07
			Pay Period	5,702.89	5,988.03	6,287.44	6,601.81	6,931.90	7,278.49
MGR	Public Works Superintendent		Hourly	56.799239	59.639177	62.621190	65.752180	69.039808	72.491802

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Barg Unit Position		Grade		Step A	Step B	Step C	Step D	Step E	Step F
			Annual	118,142.42	124,049.49	130,252.08	136,764.54	143,602.80	150,782.95
			Monthly	9,845.20	10,337.46	10,854.34	11,397.04	11,966.90	12,565.25
			Pay Period	4,543.94	4,771.13	5,009.70	5,260.17	5,523.18	5,799.34
MGR	Senior Management Analyst		Hourly	46.033151	48.334808	50.751530	53.289105	55.953548	58.751231
			Annual	95,748.95	100,536.40	105,563.18	110,841.34	116,383.38	122,202.56
			Monthly	7,979.08	8,378.03	8,796.93	9,236.78	9,698.61	10,183.55
			Pay Period	3,682.65	3,866.78	4,060.12	4,263.13	4,476.28	4,700.10

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Barg Unit	Position		Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	Step L
DHMGMT	Administrative Services Officer/	Hourly	86.183164	88.337713	90.546124	92.809792	95.130086	97.508275	99.945981	102.444632	105.005794	107.630939	110.321712	113.079755
	Finance Director	Annual	179,260.98	183,742.44	188,335.94	193,044.37	197,870.58	202,817.21	207,887.64	213,084.84	218,412.05	223,872.35	229,469.16	235,205.89
		Monthly	14,938.42	15,311.87	15,694.66	16,087.03	16,489.21	16,901.43	17,323.97	17,757.07	18,201.00	18,656.03	19,122.43	19,600.49
		Pay Period	6,894.65	7,067.02	7,243.69	7,424.78	7,610.41	7,800.66	7,995.68	8,195.57	8,400.46	8,610.48	8,825.74	9,046.38
DHMGMT	Chief of Police	Hourly	99.237614	101.718506	104.261468	106.868044	109.539742	112.278247	115.085158	117.962300	120.911339	123.934122	127.032475	130.208287
		Annual	206,414.24	211,574.49	216,863.85	222,285.53	227,842.66	233,538.75	239,377.13	245,361.58	251,495.58	257,782.97	264,227.55	270,833.24
		Monthly	17,201.19	17,631.21	18,071.99	18,523.79	18,986.89	19,461.56	19,948.09	20,446.80	20,957.97	21,481.91	22,018.96	22,569.44
		Pay Period	7,939.01	8,137.48	8,340.92	8,549.44	8,763.18	8,982.26	9,206.81	9,436.98	9,672.91	9,914.73	10,162.60	10,416.66
DHMGMT	City Manager	Annual	309,223.20											
DHMGMT	Community Development Director	Hourly	84.788423	86.908123	89.080856	91.307849	93.590555	95.930359	98.328551	100.786824	103.306494	105.889157	108.536386	111.249795
		Annual	176,359.92	180,768.90	185,288.18	189,920.32	194,668.35	199,535.15	204,523.39	209,636.59	214,877.51	220,249.45	225,755.68	231,399.57
		Monthly	14,696.66	15,064.07	15,440.68	15,826.69	16,222.36	16,627.93	17,043.62	17,469.72	17,906.46	18,354.12	18,812.97	19,283.30
		Pay Period	6,783.07	6,952.65	7,126.47	7,304.63	7,487.24	7,674.43	7,866.28	8,062.95	8,264.52	8,471.13	8,682.91	8,899.98
DHMGMT	Deputy City Manager	Hourly	95.607253	97.997454	100.447354	102.958543	105.532551	108.170831	110.875123	113.647001	116.488176	119.400381	122.385390	125.445025
		Annual	198,863.09	203,834.71	208,930.50	214,153.77	219,507.71	224,995.33	230,620.26	236,385.76	242,295.41	248,352.79	254,561.61	260,925.65
		Monthly	16,571.92	16,986.23	17,410.87	17,846.15	18,292.31	18,749.61	19,218.35	19,698.81	20,191.28	20,696.07	21,213.47	21,743.80
		Pay Period	7,648.58	7,839.80	8,035.79	8,236.68	8,442.60	8,653.67	8,870.01	9,091.76	9,319.05	9,552.03	9,790.83	10,035.60
DHMGMT	Parks, Recreation & Library Services Director	Hourly	77.939196	79.887712	81.884905	83.931970	86.030265	88.181058	90.385569	92.645193	94.961370	97.335404	99.768790	102.263009
		Annual	162,113.53	166,166.44	170,320.60	174,578.50	178,942.95	183,416.60	188,001.98	192,702.00	197,519.65	202,457.64	207,519.08	212,707.06
		Monthly	13,509.46	13,847.20	14,193.38	14,548.21	14,911.91	15,284.72	15,666.83	16,058.50	16,459.97	16,871.47	17,293.26	17,725.59
		Pay Period	6,235.14	6,391.02	6,550.79	6,714.56	6,882.42	7,054.48	7,230.85	7,411.62	7,596.91	7,786.83	7,981.50	8,181.04
DHMGMT	Public Works Director/City Engineer	Hourly	88.586195	90.800819	93.070849	95.397612	97.782613	100.227180	102.732824	105.301145	107.933674	110.632016	113.397816	116.232761
		Annual	184,259.29	188,865.70	193,587.37	198,427.03	203,387.83	208,472.53	213,684.27	219,026.38	224,502.04	230,114.59	235,867.46	241,764.14
		Monthly	15,354.94	15,738.81	16,132.28	16,535.59	16,948.99	17,372.71	17,807.02	18,252.20	18,708.50	19,176.22	19,655.62	20,147.01
		Pay Period	7,086.90	7,264.07	7,445.67	7,631.81	7,822.61	8,018.17	8,218.63	8,424.09	8,634.69	8,850.56	9,071.83	9,298.62

City of Signal Hill
Part-Time Salary Schedule
Effective July 1, 2025

Position	Step A	Step B	Step C	Step D	Step E	Step F
Account Specialist	24.718176	25.954366	27.252177	28.614409	30.045155	31.547291
Building Official	53.576051	56.254855	59.067578	62.020983	65.122031	68.378148
Code Enforcement Officer	35.048000	36.805600	38.646400	40.580800	42.608800	44.740800
Communications Specialist	32.060134	33.663141	35.346298	37.113613	38.969293	40.917758
Intern	17.490000	18.364500	19.282725	20.246861	21.259204	22.322165
Library Aide	17.490000	18.364500	19.282725	20.246861	21.259204	22.322165
Library Specialist	19.005800	19.959800	20.956200	22.004010	23.104211	24.259421
Maintenance Helper	17.490000	18.364500	19.282725	20.246861	21.259204	22.322165
Maintenance Worker	25.182712	26.442134	27.764335	29.152168	30.609802	32.140168
Management Analyst	40.325950	42.342214	44.459329	46.682349	49.016471	51.467275
Management Assistant	35.051727	36.804256	38.644625	40.576907	42.606023	44.736058
Parking Control Aide	19.526472	20.500061	21.528346	22.600387	23.738064	24.930437
Permit Technician	27.909800	29.309000	30.771800	32.308800	33.920000	35.616000
Police Aide	17.490000	18.364500	19.282725	20.246861	21.259204	22.322165
Police Records Clerk	25.231610	26.493478	27.818246	29.208774	30.669239	32.202576
Recreation Leader	17.490000	18.364500	19.282725	20.246861	21.259204	22.322165
Recreation Specialist	19.005800	19.959800	20.956200	22.005680	23.105963	24.261262

RESOLUTION NO. 2025-07-XXXX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SIGNAL HILL, CALIFORNIA, APPROVING AND ADOPTING
SALARIES AND BENEFITS FOR MANAGEMENT PERSONNEL,
AND REPEALING ALL PRIOR RESOLUTIONS**

WHEREAS, the City Council of the City of Signal Hill does hereby resolve:

Section 1. Salaries for Management Personnel. The following schedule of pay ranges is hereby established for all full-time management positions in the City of Signal Hill effective July 1, 2025.

<u>POSITION</u>	<u>YEARLY PAY RANGE</u>
CITY MANAGER	\$309,223.20
CHIEF OF POLICE	\$206,414.24 - \$270,833.24
DEPUTY CITY MANAGER	\$198,863.09 - \$260,925.65
PUBLIC WORKS DIRECTOR/CITY ENGINEER	\$184,259.29 - \$241,764.14
ADMINISTRATIVE SERVICES OFFICER/FINANCE DIRECTOR	\$179,260.98 - \$235,205.89
COMMUNITY DEVELOPMENT DIRECTOR	\$176,359.92 - \$231,399.57
POLICE CAPTAIN	\$170,147.02 - \$217,155.59
PARKS, RECREATION, & LIBRARY SERVICES DIRECTOR	\$162,113.53 - \$212,707.06
POLICE LIEUTENANT	\$148,275.13 - \$189,240.84
DEPUTY ADMINISTRATIVE OFFICER/FINANCE DIRECTOR	\$139,962.36 - \$178,631.28
DEPUTY DIRECTOR PUBLIC WORKS	\$139,309.79 - \$177,798.38
DEPUTY DIRECTOR OF PARKS, RECREATION, & LIBRARY SERVICES	\$132,576.60 - \$169,205.01
CONTRACTS MANAGER	\$130,617.34 - \$166,704.45
HUMAN RESOURCES MANAGER	\$130,567.15 - \$166,640.45
PLANNING MANAGER	\$128,771.56 - \$164,348.78
PUBLIC WORKS SUPERINTENDENT	\$118,142.42 - \$150,782.95
ECONOMIC DEVELOPMENT MANAGER	\$116,999.73 - \$149,324.67
ASSISTANT TO THE CITY MANAGER/ ECONOMIC DEVELOPMENT MANAGER	\$116,999.73 - \$149,324.67
PARKS, RECREATION & LIBRARY SERVICES MANAGER	\$114,280.00 - \$145,853.42
BUILDING OFFICIAL	\$111,438.19 - \$142,226.55
ACCOUNTING MANAGER	\$110,044.40 - \$140,447.68
ASSISTANT TO THE CITY MANAGER/DEPUTY CITY CLERK	\$104,788.30 - \$133,739.34
ASSISTANT CITY CLERK	\$104,788.30 - \$133,739.34
POLICE ADMINISTRATIVE SUPPORT SERVICES MANAGER	\$104,640.41 - \$133,550.63
SENIOR MANAGEMENT ANALYST	\$ 95,748.95 - \$122,202.56
MANAGEMENT ANALYST	\$ 83,877.98 - \$107,051.93

The employees appointed to the foregoing positions are deemed to be "management employees" as that term is used herein and as provided in the City's personnel system.

Section 2. Level of Compensation – Department Heads. The level of compensation of department head personnel shall be determined on a merit basis within the established City-wide pay schedule. Said employees shall initially be placed, at time of appointment by the City Council, at a level of compensation associated with a step within the applicable ranges as herein established.

The City Manager shall evaluate the Deputy City Manager, Chief of Police, Public Works Director / City Engineer, Community Development Director, Administrative Services Officer/Finance Director, and Parks, Recreation & Library Services Director on an annual basis. The City Manager shall have the discretion to increase the employee's compensation, as merited by his/her performance and demonstrated ability, within the step system. Any increase in compensation granted shall be subject to the following limitations:

- a) No increase granted may exceed the maximum of the duly established range.
- b) Any merit increase or any reduction in compensation in the listed positions shall require the advance approval of the City Council.

The establishment of pay ranges with the ability to advance through such ranges shall not constitute an entitlement to such advancement. Advancement is at the will of the City Council. In addition, nothing in this resolution shall alter the status of Department Heads as at will employees serving at the pleasure of the City Council, as provided in Chapter 2.84 of the Signal Hill Municipal Code.

Section 3. Level of Compensation – Managers. The level of compensation of managers shall be determined on a salary step basis. The classifications of Accounting Manager, Assistant City Clerk, Assistant to City Manager/Deputy City Clerk, Assistant to the City Manager/Economic Development Manager, Building Official, Parks, Recreation & Library Services Manager, Contracts Manager, Deputy Administrative Officer/Finance Director, Deputy Director Public Works, Deputy Director of Parks, Recreation, and Library Services, Economic Development Manager, Human Resources Manager, Management Analyst, Planning Manager, Police Administrative Support Services Manager, Police Captain, Police Lieutenant, Public Works Superintendent, and Senior Management Analyst shall be evaluated on an annual basis by the respective department head. Salary step advancement is established for these classifications in accordance with Section 2.80.220 of the Signal Hill Municipal Code. Salary steps are shown on the established City-wide salary schedule.

Section 4. Fringe Benefits Applicable to all Management Personnel. All management employees, are entitled to and shall enjoy the following fringe benefits as described in the Memorandum of Understanding between the City of Signal Hill and the Signal Hill Employees' Association, effective July 1, 2024, to June 30, 2027, and successor Memoranda of Understanding, which are made a part hereof by reference:

1. Holidays, Except Section C thereof

2. Vacation
3. Sick Leave, Except Section D, No. 3 thereof:
 - A. Any employee who retires with five (5) or more years as a Department Head and/or Manager or has a total of fifteen (15) or more years of full-time service with the City shall be able to convert to service credit either 100% of their accumulated unused sick leave days, but not, in any event, more than 100% of the 960 hours maximum accumulation to retirement service credit or they shall be able to convert 50% of their accumulated unused sick leave days to service credit and receive a cash payout for the remaining 50%, but not, in any event, more than 50% of the 960 hours maximum accumulation. The unused sick leave shall be reported to CalPERS per Government Code Section 20965.
 - B. Any employee who retires with less than five (5) years as a Department Head and/or Manager or has less than fifteen (15) years of full-time service with the City, shall be able to convert to service credit either 50% of their accumulated unused sick leave days, but not, in any event, more than 50% of the 960 hours maximum accumulation to retirement service credit or they shall be able to convert 25% of their accumulated unused sick leave days to service credit and receive a cash payout for another 25% of their accumulated unused sick leave days, but not, in any event, more than 25% of the 960 hours maximum accumulation. The unused sick leave shall be reported to CalPERS per Government Code Section 20965.
4. Bereavement Leave
5. Hours of Work
6. Attendance
7. Temporary Disability Leave
8. Temporary Military Leave
9. Leave of Absence Without Pay
10. Family and Medical Leave
11. Health Insurance
12. Vision Insurance
13. Dental Insurance (excluding the Chief of Police, Police Captain, and Lieutenants)
14. Tuition Reimbursement
15. Time Off for Examinations
16. Medical and/or Physical Examinations
17. Disability Insurance
18. Jury Duty (maximum of 80 paid hours annually)

19. Flexible Benefits
20. Military Service Credited as Public Service

In addition to those fringe benefits outlined in Section 4, all management employees are entitled to and shall be provided with life insurance in an amount equal to three (3) times each management employee's annual salary, to a maximum of \$300,000, with the premium paid for by the City. City Council members shall be provided with life insurance in the amount of \$15,000, with the premium paid for by the City.

Section 5. Executive Leave. In recognition of the substantial time devoted by management personnel to the performance of their duties after or before normal working hours, all management personnel shall be entitled to a maximum of sixty-three (63) hours Executive Leave in addition to, or in conjunction with, any other leave, holiday, or vacation periods to which they are entitled during the calendar year. Such leave may be utilized at the discretion of the appropriate Department Head with the approval of the City Manager. Further, such leave shall not be cumulative, but shall be utilized during each calendar year, and no employee shall be entitled to compensation for such leave upon termination of employment or retirement.

Section 6. Matching Deferred Compensation Plan – Department Heads. All Department Heads are entitled to, and shall enjoy, a matching deferred compensation plan. The City shall match one dollar for every two dollars contributed by a Department Head to the City's deferred compensation plan, (i.e. a 1:2 ratio). The maximum annual amount the City shall contribute will not exceed four percent (4%) of a Department Head's annual salary.

Section 7. Matching Deferred Compensation Plan – Managers. All Managers are entitled to, and shall enjoy, a matching deferred compensation plan. The City shall match one dollar for every two dollars contributed by a Manager to the City's deferred compensation plan, (i.e. a 1:2 ratio). The maximum annual amount the City shall contribute will not exceed three percent (3%) of a Manager's annual salary.

Section 8. Absences of Less Than One Day. No management employee shall have his/her salary reduced in any manner for absences of less than one (1) day when he/she does not have sufficient accrued time to cover the absence. The difference between the employee's accrued time and his/her daily work period shall be adjusted by means of a "negative leave balance" whereby future leave accruals are advanced to the employee to cover the absence.

Section 9. Fringe Benefits Applicable to Public Safety Management Personnel. In addition to those fringe benefits outlined above, public safety management personnel are entitled to, and shall enjoy, the following fringe benefits as described in the current Memorandum of Understanding between the City of Signal Hill and the Signal Hill Police Officers' Association, effective July 1, 2024, to June 30, 2027, and successor Memoranda of Understanding, which are made a part hereof by reference:

1. Industrial Leave
2. Retirement Plan (No Employer Cost Share)
3. Dental Insurance Pool
4. POST Pay
5. OPEB Contribution
6. Uniform Allowance, applicable for the Chief of Police and Management Personnel at the annual rate designated for Police Officer provided the employee wears the uniform daily; one half of the annual rate is provided if the employee does not wear the uniform daily.
7. Longevity Pay, applicable for the Police Lieutenant only.

Section 10. Fringe Benefits Applicable to Non-Public Safety Management Personnel. In addition to those fringe benefits outlined above, all non-public safety management personnel are entitled to, and enjoy the following fringe benefits as described in the Memorandum of Understanding between the Signal Hill Employees' Association, effective July 1, 2024, to June 30, 2027, and successor Memoranda of Understanding, which are made a part hereof by reference:

1. Industrial Leave
2. Retirement Plan

Section 11. Use of City Vehicles. The following management personnel shall be entitled to the use of a vehicle provided by the City, including gasoline, insurance, and maintenance of said vehicle:

1. Chief of Police

The Chief of Police may use his/her City vehicle for private use.

Because of their on-call status, the following management personnel shall be entitled to the use of a City vehicle if the City Manager determines that it is in the best interest of the City to do so:

1. Police Captain
2. Deputy Director – Public Works

Section 12. Automobile Allowance. All Department Heads who are not entitled to the use of a vehicle provided by the City shall receive an automobile allowance of \$300 per month.

Section 13. Physical Well-Being. The City agrees to make available to each Department Head, by means of reimbursement, up to \$500 per fiscal year for use by the employee for one or more of the following purposes:

1. Membership in a health club or fitness center.
2. Other formal wellness programs provided by professionals (smoking cessation, weight control, nutrition, or similar programs).

3. Reimbursement for employee medical expenses (deductibles or co-payments) not covered by the employee's health, dental or vision insurance.

The City agrees to make available to each Manager, by means of reimbursement, up to \$250 per fiscal year for use by the employee for one or more of the above-mentioned reasons.

Reimbursement to the employee for his/her expenditure for one or more of the above purposes shall be accomplished by submitting applicable receipts and a request for reimbursement to Personnel.

If a Manager, who has already received his/her \$250 reimbursement for the year, is promoted to a Department Head position, the employee shall be eligible to receive up to an additional \$250, for a total of up to \$500 for the fiscal year.

Section 14. Bonus Program. The bonus program for Department Heads and Managers allows for monetary awards up to a maximum of \$1,000 per individual per fiscal year in recognition of exemplary performance. Department Heads and Managers who have been at the top step of their salary range for at least 12 months shall be eligible for the bonus program. Any monies awarded will not be applied toward the employee's CalPERS reportable wages.

Categories of exemplary performance that may be considered for this program include, but are not limited to, exceptional customer relations; cost saving innovation or idea; completion of a difficult or complex assignment; and excellent work performance on an on-going basis.

Concurrent with the annual Department Head evaluations, the City Manager shall identify which, if any, Department Heads or Managers should be considered for the bonus program. Department Heads and Managers may nominate themselves or one another for the award by preparing a memo to the City Manager describing their justifications.

The City Manager shall make such recommendations to the City Council, who shall have the final authority to grant the bonus program awards. The amount of the actual awards may be based on a combination of factors, including City Manager and City Council review and the availability of funds.

Section 15. Management Incentive Pay. In recognition of the unique nature of the City's management positions and associated job responsibilities, Management Incentive Pay may be provided annually as a percentage of base pay, not to exceed a maximum of 25% in any fiscal year. Management Incentive Pay is intended to provide added compensation for the performance of significant additional duties and/or the acceptance of significant additional responsibilities performed during normal work hours.

Department Heads and Managers are responsible for coordinating the services provided

by their department and are held accountable for responding to the distinctive needs of the community, irrespective of time and place.

The amount of Management Incentive Pay for Department Heads will be determined at the discretion of the City Council and at the recommendation of the City Manager in the following tiered categories: a low tier of 1% - 10%, an intermediate tier of 10% - 17.5%, and an upper tier of 17.5% - 25%. Placement within these tiers will be dependent on the level and diversity of the employee's job functions, regardless of hours worked, and other unique and relevant circumstances associated with the position.

The amount of Management Incentive Pay for Management Employees who are not Department Heads will be determined at the discretion of the City Manager in the following tiered categories: a low tier of 1% - 10%, an intermediate tier of 10% - 17.5%, and an upper tier of 17.5% - 25%. Placement within these tiers will be dependent on the level and diversity of the individual's job functions, regardless of hours worked, and other unique and relevant circumstances associated with the position.

Management Incentive Pay is available to overtime exempt employees included in the pay and benefits plan. Management Incentive Pay shall not be for overtime, nor in lieu of other benefits excluded under the California Public Employees Retirement Law statutes, not for special compensation not otherwise listed in Title 2 CCR, Section 571. To the extent permitted by law, this pay is special compensation and shall be reported as such pursuant to Title 2 CCR, Section 571 (a)(1) Incentive Pay - Management Incentive. Such pay may be reduced or removed without cause, notice or hearing.

Section 16. Overtime Compensation Under A Declared Disaster. Upon formal declaration of a declared disaster or state of emergency, overtime-exempt employees may be made eligible for overtime compensation if the City Manager certifies that the employee has worked well in excess of that compensated for by Administrative Leave.

Section 17. Existing Resolutions Rescinded. This resolution shall take the place of all existing resolutions or orders of the City Council dealing with the subject matter hereof, all of which, to the extent that they conflict with this resolution, are hereby rescinded.

Section 18. Coverage. This resolution shall approve all benefits provided in the past and shall continue to provide to all City Council members the same level of health, dental and vision coverage as described in this management resolution and all successors to this resolution.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Signal Hill, California, on this 8th day of July, 2025.

KEIR JONES
MAYOR

ATTEST:

DARITZA GONZALEZ
CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)ss.
CITY OF SIGNAL HILL)

I, DARITZA GONZALEZ, City Clerk of the City of Signal Hill, California, hereby certify that Resolution No. 2025-07-XXXX was adopted by the City Council of the City of Signal Hill at a regular meeting held on the 8th day of July, 2025 and that the same was adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

DARITZA GONZALEZ
CITY CLERK



CITY OF SIGNAL HILL

STAFF REPORT

2175 Cherry Avenue • Signal
Hill, California 90755-3799

7/8/2025

AGENDA ITEM

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

**FROM: CARLO TOMAINO
CITY MANAGER**

**SUBJECT: DISCUSSION OF PURPOSE AND SUPPORT REQUIREMENTS FOR THE
SUSTAINABLE CITY COMMITTEE AND DIVERSITY COALITION COMMITTEE**

Summary:

At the City Council meeting of May 13, 2025, Mayor Jones received support from Council Member Woods to enable further discussion to review the formation guidelines, staff resources and budget requirements, and other details of the Sustainable City Committee (SCC) and Diversity Coalition Committee (DCC). In response to the City Council's direction, staff developed this report to outline the differences between commissions and committees, explain the formation and purpose of the SCC and DCC, and present estimates of staff resources dedicated to supporting each committee.

The SCC and DCC advance City initiatives related to environmental sustainability and community diversity. Each committee meets regularly and carries out programs aligned with its mission. Staff calculated that supporting both committees requires approximately 764 staff hours per year, with an estimated cost of \$80,536 as well an additional \$10,000 in annual program expenses for the DCC. To further facilitate City Council discussion, staff reviewed examples from other cities and included a sample set of bylaws from the City of Santa Cruz to assist the Council in considering whether to formalize, modify, or reaffirm the structure and responsibilities of these committees.

Staff recommends that the City Council review the information presented in this report and provide further direction. The City Council may also wish to discuss whether the current structure and scope of each committee remain appropriate or if the City Council desires to refine its direction to better align with City priorities and available resources. Potential options for further consideration include reaffirming the current committee structure, revising membership or meeting frequency, adopting formal bylaws, or transitioning certain efforts into City-led programs.

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:

Discuss the proposed City Council request and provide direction to staff as desired.

Fiscal Impact:

There is no fiscal impact associated with the recommended action.

Background:

At the City Council meeting of May 13, 2025, Mayor Jones received support from Council Member Woods to enable further discussion to review the formation guidelines, staff resources and budget requirements, and other similar details of the SCC and DCC. During this meeting, the City Council also requested that staff approximate staff costs to support City committees. Staff drafted this report in response to the City Council's request for a more robust policy discussion and to facilitate the conversation, staff prepared a report that distinguishes the difference between commissions and committees, provides background regarding the formation of the two City committees, and provides information regarding staff costs.

Introduction

Commissions and committees serve different functions within the structure of a city government, and their establishment reflects differences in purpose, authority, and legal framework. Commissions are typically formal bodies established by ordinance or municipal code that may be required by State law and are subject to the Brown Act. Commissions have defined roles and responsibilities related to specific policy areas, such as planning, parks, or public safety. Some commissions, such as a Planning Commission, may also have quasi-legislative authority delegated by the City Council. Members of commissions are generally appointed by the City Council and serve fixed terms, with appointments often subject to public transparency requirements such as the filing of Form 700 statements.

In contrast to commissions, committees are generally more flexible and may be established by a City Council resolution, motion, or administrative action. Committees are typically advisory in nature, with no independent decision-making authority, and may be either standing or ad hoc. Standing committees have continuing subject matter jurisdiction and may be subject to the Brown Act, while ad hoc committees are generally exempt from Brown Act requirements. Committees are often used to facilitate focused discussion or provide recommendations regarding specific topics or projects for a limited time; at the conclusion of a term specified by the City Council, a committee can provide a final list of recommendations to conclude its work.

The City Council established the SCC and the DCC to address specific policy issues of importance at the time. The two committees encourage participation from members and hold publicly noticed meetings in an open session. The committees receive staff support on a regular basis to plan and hold meetings and also to execute certain special events or programs.

Sustainable City Committee (SCC)

On April 22, 2008, the City Council directed staff to implement a sustainable city plan. At that time, staff researched and discussed sustainability plans from other agencies such as Pasadena and Huntington Beach and observed that each city formed an action committee to set goals, objectives, and advance the program through an adopted work plan. Staff found that these committees were typically composed of City staff and community members who meet monthly. Staff further proposed creating such a committee as an "ad hoc", single purpose committee that would meet over a series of months to develop recommendations for City Council consideration.

On June 10, 2008, the City Council established the SCC, consisting of representatives from the City Council, each of the Commissions, and the community at large. The purpose of the SCC was to develop and recommend a sustainability framework that promotes environmentally responsible and financially practical objectives. On February 3, 2009, the City Council approved an Action Plan outlining the activities of the SCC (Attachment A). The SCC has utilized the United Nations Green cities Declaration and Urban Environmental Accords, UEA, a set of 21 action items, as a guiding framework to establish local sustainability goals. In 2010, the SCC selected four action items from the UEA to serve as the foundation for local initiatives, with the goal of completing these goals by June 5, 2012.

Diversity Coalition Committee (DCC)

At its meeting of July 28, 2020, the City Council approved the establishment of the DCC as a means to engage the community and dialogue on various aspects of race and equity. The City Council envisioned the DCC to include various stakeholders from the community. Diversity, as understood and advanced by the DCC, is defined as the entire range of human differences that includes, but is not limited to, race, ethnicity, gender, gender identity and expression, sexual orientation, age, socioeconomic status, religious affiliation, and national origin. The overarching goal of the DCC is to act as an advisory body on a broad range of topics directly related to issues that affect diversity. The goals of the DCC are focused on three specific areas: education, facilitation, and continuous improvement (Attachment B).

The DCC is intended to provide educational opportunities that foster a better understanding of the diverse cultures, identities, and perspectives represented in the Signal Hill community. Members also work to support and participate in events and activities that celebrate community diversity and promote inclusiveness. As part of its ongoing facilitation role, the group actively engages the community as Diversity and Inclusion Ambassadors. DCC members solicit feedback, encourage dialogue, and relay community perspectives to the City. The group also intended to provide guidance to the City on matters related to diversity and inclusion.

Analysis:

Over the past several years, both committees have initiated events and programs to advance their respective goals. The SCC holds two Mayor cleanup events each year and the City has incorporated recommendations related to recycling and environmental efforts. Similarly, the DCC acts as community ambassadors and engage in community conversations at City parks, hold flag-raising events throughout the year, and plan an annual diversity breakfast.

Each committee holds regular meetings; the SCC meets quarterly and the DCC meets monthly. Each committee establishes the frequency of their respective meetings based on the timing of their self-directed work plans. Staff provides ongoing support to both committees to advance their respective

effort. The City Council requested an accounting of staff time to support the activities of each committee.

Staff Time and Cost Estimates

Based on an estimate of time totaling 286 hours, which primarily includes personnel from the Community Development Department, staff estimates approximate annual cost to support the SCC is \$29,285. For the DCC, staff estimates approximately 478.5 hours of staff time to support this committee; including personnel from the Administration Department such as the Deputy City Manager and Assistant to the City Manager. Staff estimates the annual cost of staff time to be approximately \$51,251. There are additional costs related to City-funded programs and supplies for the DCC that total an additional \$10,000 annually. Based on staff's estimate, both committees require approximately 764 hours of support, totaling \$80,536 along with additional program costs.

Committee Bylaws and Structure

While it is entirely within the City Council's purview to create, modify, or reestablish committees to advance the City's broader policy goals, many local governments choose to embody such direction in an adopted document. For discussion purposes, staff reviewed examples of establishing documents that outlined the role, responsibilities, and duties of their respective committees. Staff has attached an example of committee bylaws from the City of Santa Cruz (Attachment C).

Next Steps:

Staff recommends that the City Council review the information presented in this report and provide further direction. The City Council may also wish to discuss whether the current structure and scope of each committee remain appropriate or if the City Council desires to refine its direction to better align with City priorities and available resources. Potential options for further consideration include reaffirming the current committee structure, revising membership or meeting frequency, adopting formal bylaws, or transitioning certain efforts into City-led programs.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachments:

- A. February 3, 2009, City Council approval of the SCC Work Plan
- B. Draft DCC Work Plan
- C. Sample City of Santa Cruz Committee Bylaws



City of Signal Hill

2175 Cherry Avenue ♦ Signal Hill, CA 90755-3799

February 3, 2009

AGENDA ITEM

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

**FROM: GARY JONES
DIRECTOR OF COMMUNITY DEVELOPMENT**

SUBJECT: SUSTAINABLE CITY COMMITTEE

Summary:

The Council will consider recommendations from the Sustainable City Committee.

Recommendations:

1. Approve Action Plan as described in the report.
2. Authorize the Mayor to sign the U. S. Mayors Climate Protection Agreement.

Fiscal Impact:

None anticipated.

Background & Analysis:

In 1983, the United Nations established the World Commission on Environmental Development to address growing concern about the accelerating deterioration of the human environment and natural resources, and the consequences of that deterioration for economic and social development. In 1987, this Commission published "Our Common Future," a report dealing with sustainable development, the global nature of environmental problems, and the political change needed to achieve sustainability.

The report articulated what has now become a widely accepted definition of sustainability: *“Sustainable development meets the needs of the present without compromising the ability of future generations to meet their own needs.”*

Assembly Bill 32

In 2006, the State of California embraced the sustainable development ideals expressed in Our Common Future with the adoption of Assembly Bill 32 (“AB 32”) - the Global Warming Solutions Act, a mandate that requires California to reduce greenhouse gas emissions to 1990 levels by 2020. The statute tasks the California Air Resources Board (“CARB”) with monitoring and regulating sources of greenhouse gases. CARB has implemented an advanced set of greenhouse gas emission reduction measures or “early action” measures and recently established the 1990 baseline level of carbon dioxide at 5 million metric tons annually, with measures to be implemented to return emissions to this level no later than 2020. The CARB is preparing an emissions inventory and a Scoping Plan for meeting the requirement of reducing greenhouse gas emissions to 1990 levels. The Scoping Plan is a comprehensive set of measures designed to reduce overall greenhouse gas emissions throughout the state. Scoping Plan measures includes actions in areas such as: energy efficiency, transportation, green building, recycling and waste, high speed rail, industrial emissions, agriculture, and land use planning. The CARB has also appointed a Regional Targets Advisory Committee (RTAC) to decide numeric greenhouse gas reduction targets for regions.

Senate Bill 375

Implementation of AB 32 requires the adoption of additional legislation, most recently, Senate Bill 375 (“SB 375”) authored by Senator Darrell Steinburg. SB 375 builds on the existing regional transportation planning process to connect the reduction of greenhouse gas emissions from cars and light trucks to land use policy. This law has received much attention from cities because it attempts to synchronize transportation planning, affordable housing production, and greenhouse gas reduction programs. Developers are interested in SB 375 because it contains certain incentives such as an exemption from CEQA review for Transportation Priority Projects that provide high density affordable housing near transportation centers or corridors. The Southern California Association of Governments (SCAG) and the Gateway Cities Council of Governments have important roles in the implementation of SB 375 including the preparation of a Sustainable Communities Scenario envisioned as the land use plan for achieving the SB 375 objectives.

Sustainable City Committee

On June 10, 2008, the City Council established the Sustainable City Committee ("SCC") and appointed Council Members Forester and Wilson to serve as representatives. On August 12, 2008, the Council appointed one representative each from the Planning, Parks & Recreation, and Civil Service Commissions and alternates, four community representatives, and staff representatives or "Green Team" from the Administration, Finance, Public Works & Engineering, Community Services, and Community Development Departments. The Community Development Department is providing staff support for the SCC. The SCC has met monthly to hear expert speakers and study the origins of sustainable ideals and issues (Attachment A). The SCC is refining its interests to focus in on the matters most relevant to City business and services and is following the sustainable city programs established by Santa Monica, Pasadena, and other cities that made early commitments to become sustainable cities.

First Steps - Urban Environmental Accords

In 2005, the United Nations unveiled the Green Cities Declaration and Urban Environmental Accords ("Accords"); a set of 21 actions for cities to take as first steps toward addressing urban sustainability and providing a clean, healthy and safe environment for all members of society (Attachment B). During the period 2005-2012, the United Nations recommends cities adopt three Actions annually as policies or laws. At the end of this time, cities will be recognized as Green Star Cities on the basis of actions taken as follows:

19-21 Actions	Four Star City
15-18 Actions	Three Star City
12-17 Actions	Two Star City
8-11 Actions	One Star City

The SCC has explored the appropriateness and feasibility of the City acting upon the 21 Actions during the three remaining years of the program. The SCC concluded that the City is likely to achieve four Actions by 2012 through existing programs and policies, and that by adopting three Actions this year, and one or more in subsequent years, the City may achieve One Star City ranking by 2012. The SCC recommends the following three Actions for fiscal year 2009-2010.

Action 8 - Adopt urban planning principles and practices that advance higher density, mixed use, walkable, bikeable, and disabled-accessible neighborhoods which coordinate land use transportation with open space systems for recreation and ecological restoration.

Action 16 - Every year, identify one product, chemical, or compound that is used within the city that represents the greatest risk to human health and adopt a law and provide incentives to reduce or eliminate its use by the municipal government.

Action 21 - Adopt municipal wastewater management guidelines and reduce the volume of untreated wastewater discharges by ten percent in seven years through the expanded use of recycled water and the implementation of a sustainable urban watershed planning process that includes participants of all affected communities and is based on sound economic, social, and environmental principles.

U.S. Mayors Climate Protection Agreement

Many cities beginning the process of becoming sustainable cities also adopt the U.S. Mayors Climate Protection Agreement ("Agreement") a generalized statement of commitment to several sustainable ideals (Attachment C). The Agreement was introduced in 2005 at the 73rd Annual U. S. Conference of Mayors meeting in Chicago. Since then, 902 mayors have signed the Agreement including 127 California mayors. Locally, the Cities of Long Beach, Lakewood, Torrance and Huntington Beach have authorized their mayors to sign the Agreement. The SCC reviewed the Agreement and unanimously recommended that the Council authorize the Mayor to sign. Under the Agreement, participating cities commit to a list of actions briefly summarized here in the following three statements:

- Implement sustainable actions ranging from anti-sprawl land-use policies to urban forest restoration projects to public information campaigns;
- Urge their state governments, and the federal government, to enact policies and programs to meet or beat the greenhouse gas emission reduction target suggested for the United States in the Kyoto Protocol -- 7% reduction from 1990 levels by 2012; and
- Urge the U.S. Congress to pass the bipartisan greenhouse gas reduction legislation, which would establish a national emission trading system.

The SCC reviewed the Agreement and concluded that it should be viewed as an overall general expression of sustainable ideals not a commitment to a specific course of action (Attachment D).

Next steps

The SCC plans to develop a mission statement, and study and recommend policies that implement the three recommended Actions of the Action Plan. In addition, the SCC is interested in preparing a public information program to promote sustainability. As needed, the SCC will meet to evaluate progress, provide direction, recommend new Actions, and consider related sustainable city issues. City staff members who have participated in the SCC Green Team meetings have received considerable introduction to sustainable city ideals and will be more likely to consider the importance of health, environment and sustainability when preparing City budgets, programs and policies. Over time, the City's choices will reveal its commitment to creating a sustainable environment.

Kenneth C. Farfsing

Work Plan 2024-2025

Diversity Coalition Committee

DCC Overview

The Diversity Coalition Committee (DCC) is excited to present a collective work plan for fiscal year 2024-2025 that focuses on fostering inclusivity, engagement, and education within our community. This comprehensive plan outlines strategic objectives designed to enhance our outreach efforts, strengthen collaboration with other diversity groups, and increase awareness of diversity-related issues. Key initiatives will include hosting a Speaker Series featuring influential voices in the realm of diversity, conducting training workshops to equip our members with essential knowledge and skills, and organizing community listening sessions to gather valuable feedback. By actively engaging with citizens through various communication channels, the DCC aims to create a more inclusive environment where all voices are heard and valued. This collective effort will not only promote cultural understanding but also empower our members to be effective resources in the community, paving the way for meaningful change and connection throughout the year.

The key proposed changes are highlighted in the attached outline. Notably, the abbreviated mission statement has been refined, and adjustments have been made to the goals. The former goal of "Education" has been revised to "Educate and Celebrate," emphasizing both learning and recognition. The goal of "Facilitate" has been updated to "Outreach to Underserved and Underrepresented Communities," focusing on outreach and inclusion. Lastly, "Continuous Improvement" has been redefined as to "Advise Council and Staff on Opportunities for Continuous Improvement," aligning the goal with actionable advisory roles.

The proposed goals of the DCC are focused on three specific areas: Educate and Celebrate, Outreach to Underserved and Underrepresented Communities, and Advise City Council and Staff on Opportunities for Continuous Improvement.

1. Advise City Council and Staff on Opportunities for Continuous Improvement
2. Outreach to Underserved and Underrepresented Communities
3. Educate and Celebrate

2024- 2025 Work Plan

Strategic Plan Goal	Strategic Plan Objective/Action	Activity Description	Assigned to:	Expected Completion Date	Status of Progress
1. ADVISE CITY COUNCIL AND STAFF ON OPPORTUNITIES FOR CONTINUOUS IMPROVEMENT					
Advise City Council and Staff on Opportunities for Continuous Improvement	Enhance Community Relations and increase public awareness. Action Item : Host an annual Police Department Open House	Coordinate an Open House at SHPD to welcome and educate the public about general police operations.	Advise City Council and Staff on Opportunities for Continuous Improvement Sub - Committee & Staff	Annually	
Advise City Council and Staff on Opportunities for Continuous Improvement	Foster inclusivity and cultural understanding. Action Item : Plan DCC Specific Special Events	1. Host events that help promote DEI efforts, such as the Diversity Breakfast, Cultural Festival and/or Juneteenth event.	Advise City Council and Staff on Opportunities for Continuous Improvement Sub -		

Strategic Plan Goal	Strategic Plan Objective/Action	Activity Description	Assigned to:	Expected Completion Date	Status of Progress
		2. Host an event, such as a mixer, that focuses on attracting business interest. 3. Identify existing opportunities for the DCC to host a booth at Parks, Recreation, and Library Services Department events. 4. Facilitate a college fair. 5. Develop a Disability Awareness Event.	Committee & Staff		
Advise City Council and Staff on Opportunities for Continuous Improvement	Encourage excellence and foster a culture of appreciation: Action Item : Develop recognition programs	1. Establish a program identifying businesses and individuals that are promoting diversity. 2. Establish criteria for a “Diversity Champion”	Advise City Council and Staff on Opportunities for Continuous Improvement Sub -		

Strategic Plan Goal	Strategic Plan Objective/Action	Activity Description	Assigned to:	Expected Completion Date	Status of Progress
		award to recognize annual at the Diversity Breakfast.	Committee & Staff		
Advise City Council and Staff on Opportunities for Continuous Improvement	Promote open dialogue and mutual understanding: Action Item : Plan for opportunities that facilitate discussions, and sharing of similar experiences around diversity and create a safe space	Internally, discuss top 3 priorities in DEI efforts, and work to secure speakers with that background to lead those “table talks” that will be open to the public.	Advise City Council and Staff on Opportunities for Continuous Improvement Sub-Committee & Staff		
Advise City Council and Staff on Opportunities for Continuous Improvement	Enhance transparency: Action Item : Review SHPD policies and procedures to make sure they are compliant.	Bring in SHPD representative to explain policies and procedures, statutory regulations, and discuss how SHPD is held accountable for compliance through local,	Advise City Council and Staff on Opportunities for Continuous Improvement Sub-		Make this an internal DCC training topic.

Strategic Plan Goal	Strategic Plan Objective/Action	Activity Description	Assigned to:	Expected Completion Date	Status of Progress
		state, and federal mandates.	Committee & Staff		
2. OUTREACH TO UNDERSERVED AND UNDERREPRESENTED COMMUNITIES					
Outreach to Underserved and Underrepresented Communities	<p>Increase community engagement and participation.</p> <p>Action Item : Work with City liaisons to acquire information about upcoming events, programs, and activities to help promote and expand participation.</p>	<ol style="list-style-type: none"> Promote Signal Hill Leadership Program . Promote upcoming events and activities. Work with City liaison to help make programs and activities more inclusive and include DCC outreach. Promote scholarship and internship opportunities in the City and provide information to populations that may not have ready access 			

Strategic Plan Goal	Strategic Plan Objective/Action	Activity Description	Assigned to:	Expected Completion Date	Status of Progress
		to information and resources.			
Outreach to Underserved and Underrepresented Communities	Enhance community outreach and visibility. Action Item : Create stand-alone outreach opportunities and a marketing/communication plan, for the DCC to engage with the community/public.	<ol style="list-style-type: none"> Reimagined park pop-ups to get more community feedback. Develop a survey that allows feedback from the community to be submitted (include a QRcode). Develop regular communication via social media channels. 			
Outreach to Underserved and Underrepresented Communities	Enhance Community Relations and increase public awareness. Action Item : Host community listening session to continue police	<ol style="list-style-type: none"> Listening sessions can be with PD to help reestablish trust. 			

Strategic Plan Goal	Strategic Plan Objective/Action	Activity Description	Assigned to:	Expected Completion Date	Status of Progress
	engagement with the community.				
Outreach to Underserved and Underrepresented Communities	Enhance representation and communication. Action Item : Identify a DCC member, to attend public meetings hosted by the City to bring report back on current projects and priorities.	Discuss ways that the DCC may be able to collaboratively work with the City liaisons to move forward new ideas for outreach.			

Strategic Plan Goal	Strategic Plan Objective/Action	Activity Description	Assigned to:	Expected Completion Date	Status of Progress
3.EDUCATE AND CELEBRATE					
Educate and Celebrate	Enhance training and educational opportunities: Action Item : Identify topics for internal DCC training to help members become a resource in the community.	1. Collaborate with local organizations and institutions to provide training programs and workshops that enhance members' understanding of community resources.			
Educate and Celebrate	Foster Collaboration: Action Item : Engage with other diversity groups/coalitions/city governments and brainstorm, discuss current matters, share information	1. Identify the groups that DCC would like to coordinate with, and specific topics. 2. Work with schools to provide DEI resources. 3. Provide educational workshops for the community to help educate them about	Sub-Committee		

Strategic Plan Goal	Strategic Plan Objective/Action	Activity Description	Assigned to:	Expected Completion Date	Status of Progress
	and practices across other communities.	available resources (paying bills, affordable housing, etc.)			
Educate and Celebrate	Promote awareness and dialogue around diversity issues. Action Item : Develop a Speaker Series for 2024-2025.	Identify topics for Speaker Series, and frequency.			
Educate and Celebrate	Enhance community engagement and information dissemination Action Item : Improve communication with citizens via various communication channels	1. Community photo collage showing diversity of SH through and “I am Signal Hill” message (library corridors, Cherry Ave.)			

Strategic Plan Goal	Strategic Plan Objective/Action	Activity Description	Assigned to:	Expected Completion Date	Status of Progress
	to ensure timely and effective outreach to all residents.	2. Update information on the City's DCC webpage.			

Sustainability and Resiliency Committee

Draft BYLAWS

Approved by the City Council: January 28, 2025

Approved by the Committee: March, XX, 2025

Article I. Purpose of Committee

(a) Description

The Sustainability and Resiliency Committee ("SRC", or "Committee") is a pilot committee that serves as an advisory body to the Santa Cruz City Council ("City Council") on climate and resiliency issues.

(b) Purpose

- (i) **Advisory Role:** Advising the City Council on selected sustainability and resiliency topics related to the goals the City has adopted in its Climate Action Plan and Climate Adaptation Plan (e.g., important projects and policies in progress).
- (ii) **Monitoring Progress:** Guiding the operationalization and implementation of activities to reach climate and resiliency goals (e.g., annual progress report and workplan).
- (iii) **Cross-Committee Integration:** Facilitating collaboration and communication across existing City commissions to integrate sustainability and resiliency goals into citywide efforts.
- (iv) **Study Sessions:** Recommending climate and resiliency study sessions for the City Council to consider for specific topic areas as needed.

(c) Term

The term of the SRC is 18-months. At the conclusion of the 18-month term, the Committee shall draft a report for the City Council evaluating the effectiveness of the Committee in achieving its purpose and make any recommendations about the future need and/or format of a sustainability and resiliency advisory body.

(d) Schedule

The SRC shall meet beginning around Earth Day in April, 2025 and conclude in October, 2026.

Article II. Authority and Establishment of the Committee

(a) Authority

The Committee was established by Santa Cruz City Council on June 25, 2024 and seated on or before March xx, 2025. The Committee is subject to the Brown Act and the public is invited to participate in meetings. The Committee is established for 18 months from the time of the first meeting, after which the City Council shall determine whether the Committee will continue as a pilot committee, or whether adjustments should be made.

(b) Committee Composition

(i) Three (3) At-Large Members:

At Large 1: City resident with expertise in climate advocacy, transportation, water, trees, waste, buildings, energy, or resiliency.

At Large 2: City resident with expertise in climate advocacy, transportation, water, trees, waste, buildings, energy, or resiliency.

At Large 3: City youth resident up to age 24 with an interest in climate advocacy, transportation, water, trees, waste, buildings, energy, or resiliency.

(ii) Four (4) Representatives from the Existing Commissions: One member from each of the following City commissions ("Existing Commissions"), nominated by their respective bodies:

Transportation and Public Works Commission

Planning Commission

Water Commission

Parks and Recreation Commission

(c) Appointment Process

(i) At-Large Members: At large members must be residents of the City of Santa Cruz ("City") and shall be recruited using the City's standard application for advisory committees and commissions. The application and appointment process will mirror the process the City has traditionally used for commission appointment, with the full candidate pool coming to the Council for selection and approval.

(ii) Commission Representatives: The staff to each of the 4 Existing Commissions shall distribute these Bylaws to their respective commission, make a call for nominations

from their respective commissioners in late January 2025, agendize discussion of nominations in February or March 2025, and recommend a commission representative by March 31, 2025.

(d) Dissolution

At the end of the Committee term, the Committee shall produce a report that includes an evaluation of the efficacy of the Committee in reaching its purpose and recommendations for the City Council to determine the continuation, restructuring, or dissolution of the SRC.

Article III. Organization of the Committee

(a) Membership Terms

- (i) At-Large Members: At-large members shall serve an 18-month term concurrent with the term of the Committee.
- (ii) Commission Representatives: Commission representatives shall serve concurrently with their respective commission appointments during the Committee term. Should a commission representative resign or complete their term of service on their commission, staff to the commission will agendize selection of a new commission representative and the commission will select a new representative to serve on the SRC.

(b) Compensation

Should Committee members require compensation due to a hardship, they must “opt in” as provided in Council Policy 5.19 by coordinating with staff assigned to the Committee.

(c) Committee Member Withdrawal

- (i) Members may withdraw from the Committee at any time by providing a letter of resignation to the City Council and City Manager, with copies to City staff to be distributed to the other Members.
- (ii) Committee members shall adhere to the attendance policy specified in the Handbook for City Advisory Bodies.

(d) Chair and Vice Chair

The Committee shall elect a Chair and Vice Chair at the first meeting of the Committee. The Chair shall establish meeting agendas, with staff support, and preside over Committee meetings to ensure the Committee conducts its business efficiently and in compliance with the Handbook for City Advisory Bodies and these Bylaws. The Vice Chair shall preside over meetings in the absence of the Chair.

(e) Quorum

A meeting of the Committee shall be considered to have sufficient members present for it to function if there are at least 4 members at the meeting.

Article IV. Roles and Communications

(a) Committee - City Council

- (i) The Committee expects that City Council members will not speak or actively participate in Committee meetings unless input is specifically requested by the Committee.
- (ii) The Committee shall communicate with the City Council by letter or written report which may be accompanied by an oral communication as authorized by the Committee.
- (iii) Reasons for the Committee to report to the City Council include:
 - 1) To provide updates on status of work; and
 - 2) To make recommendations based on Committee review.
- (iv) Individual Committee Members may communicate personally with City Council members. Individual Committee Members who communicate personally with City Council members shall only do so on their own behalf, not as representatives of the Committee.

(b) Committee Member - Committee Members

- (i) Collaboration with an open outlook: Committee members shall commit to participate collaboratively and maintain an outlook that is open to new information and new outcomes.
- (ii) Existing Commission Committee members shall communicate relevant information to their respective commission at its next meeting and provide any questions or comments from their commission back to the Committee.

(c) Committee - Public

- (i) Committee members may fully engage with the public to describe their experience as Committee members, the information that they have learned, any changes to their perspectives, et cetera.

- (ii) Committee members will always make it clear when they speak or write in public that they speak for themselves, and not as a spokesperson for or representative of the Committee.

(d) City Staff

City staff shall:

- (i) Support the Committee’s work by ensuring that appropriate resources are made available to the Committee in a timely manner.
- (ii) Engage in the same level of collaborative participation as specified for the Committee members.

Article V. WorkPlan

(a) Workplan

The Committee shall agree on a work plan, facilitated by staff. This workplan shall be set annually and will guide the work of the Committee.

Article VI. Decision-making process

(a) General Decision Process

In general, the Committee will follow the Handbook for City Advisory Bodies and Council Policies for procedural rules. The Committee’s decision-making process will differ from that of the City Council or Existing Commissions in that the Committee is expected to reach consensus through a collaborative process. The Committee shall use the following hierarchy of decision tools:

- (i) The preferred decision tool is for the Committee to arrive at a “sense of the meeting.” (See glossary for definition of this term)
- (ii) Consensus is highly desirable.
- (iii) Informal voting may only be used to explore the decision space.
- (iv) Formal voting may be used as a fallback when consensus fails as long as there is consensus that a vote should take place. Any decision resulting from a vote shall be determined by a majority.

Article VII. Meeting Procedures

(a) Brown Act

This Committee shall comply with the Brown Act.

(b) Location and Format

Meetings shall be held at Santa Cruz City Hall or virtually, as decided by the Chair and approved by the Committee. The meeting times and virtual access links shall be posted on the City's website 3 days in advance of the meeting.

(c) Committee Meetings shall occur quarterly.

- (i) Committee members who cannot attend shall notify City staff in advance pursuant to the attendance policy in the Handbook for City Advisory Bodies.

(d) Meeting Materials.

- (i) City staff shall prepare meeting materials, including the agenda, in consultation with the Committee Chair.
- (ii) City staff shall ensure that an e-mail containing the agenda will be sent to Members at least 72 hours in advance of the meeting, except in extraordinary circumstances.
- (iii) City staff shall prepare action-only meeting minutes, which shall be reviewed for accuracy by the Committee at the following Committee meeting.
 - 1) The meeting minutes shall include a record of attendance at the meeting, including Committee Members and members of the public who choose to identify themselves.

(e) Involvement of the Public in Meetings

In addition to providing public oral communication for items on the agenda, Council Policy 5.11 permits an opportunity for public oral input on matters of public concern which are not listed on the agenda.

Glossary

Action-only minutes: Minutes that show decisions made by the Committee and prescribed forward actions.

Consensus: Consent of all the members. Consensus may include "standing aside," in which one or more members may convey the sentiment "I am not going to block this, but I am willing to let it go. However, I want my non-agreement to be noted."

Resiliency: The ability of a social or ecological system to absorb disturbances while retaining the same basic structure and ways of functioning, the capacity for self organization, and the capacity to adapt to stress and change. The City's Draft 2025-2030 Local Hazard Mitigation and Climate Adaptation Plan defines resiliency strategies for the following climate hazards: coastal erosion, drought, extreme heat, river flooding, sea level rise and wildfire).

Sense of the Meeting: After discussing an issue, often at some length, there is a palpable feeling in the room that a wise and stable decision has been reached. At this point, the Chair will confirm with the group what that decision is and that a sense of the meeting has been achieved.



CITY OF SIGNAL HILL
STAFF REPORT

2175 Cherry Avenue • Signal
Hill, California 90755-3799

7/8/2025

AGENDA ITEM

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

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: THOMAS BEKELE
PUBLIC WORKS DIRECTOR/CITY ENGINEER**

**SUBJECT: MAINTENANCE SERVICES AGREEMENT WITH CCS FACILITY SERVICES FOR
CUSTODIAL MAINTENANCE SERVICES**

Summary:

Custodial maintenance services are a vital resource in supporting the health, safety, and functionality of City-owned facilities including the Signal Hill Public Library, City Hall, Youth Center, Police Department, and City parks. The 2023-2028 City of Signal Hill Strategic Plan identifies maintenance of City assets as a key objective to ensure that these facilities remain well-equipped to support municipal operations and continue to serve both the public and City staff effectively.

In alignment with the City's Purchasing Guidelines, staff conducted a formal competitive bidding process and recommends the City Council award a one-year Maintenance Services Agreement to CCS Facility Services, the lowest responsible bidder, in the amount of \$255,126. The scope of work includes janitorial services at City facilities, pressure washing playground surfaces at City parks, and on-call custodial support for special City events. If approved by the City Council, the agreement would begin on September 1, 2025.

Strategic Plan Goal(s):

Goal No. 4 Infrastructure: Maintain and improve the City's physical infrastructure, water system, and recreational spaces.

Recommendations:

1. Authorize the City Manager to enter into a Maintenance Services Agreement with CCS Facility Services to provide citywide custodial maintenance services, in a form approved by the City Attorney, with an annual contract amount of \$255,126 and allowing up to a maximum of two optional one-year term extensions.

2. Adopt a Resolution appropriating \$37,063 to Account No. 100-92-5521, entitled:

A RESOLUTION OF THE CITY COUNCIL OF SIGNAL HILL, CALIFORNIA, AMENDING THE ADOPTED FISCAL YEAR 2024-2025 BUDGET AND AUTHORIZING BUDGET APPROPRIATIONS FOR THE FISCAL YEAR 2025-26.

Fiscal Impact:

The adopted Fiscal Year 2025-26 Public Works Department budget is \$208,000 for custodial maintenance services under Account No. 100-92-5521. The total cost of the contract is \$255,126; however, the actual expenditure required for the fiscal year is projected to be \$245,063. Staff will identify further potential opportunities for cost savings and work with the Finance Department throughout the fiscal year to ensure the contract costs remain sustainable for the City's Operating Budget.

For July and August 2025, JJ Property Services, the City's current contractor, will continue to provide custodial services at a cost of \$31,462. The proposed one-year custodial maintenance services agreement with CCS Facility Services will commence, covering the next twelve months, for a not-to-exceed annual contract amount of \$255,126. Therefore, staff is requesting a budget adjustment or increase to Account No. 100-92-5521 by \$37,063 to cover the cost for the new custodial services contract, as the existing budget for FY 2025-26 is only \$208,000.

Background and Analysis:

The Public Works Department augments its in-house building facility maintenance operations by contracting custodial maintenance services at various City-owned locations. The scope of services under the proposed agreement includes routine janitorial services, pressure washing of playgrounds at City parks, and on-call custodial support for special City events. The contract provides custodial maintenance services at the following locations:

Item	Facility
1	City Hall/ Council Chambers only for the first 6 months
2	Signal Hill Public Library, Community Center and Police Shooting Range
3	Signal Hill Park Restrooms
4	City Yard
5	Police Department
6	Discovery Well Park (Community Room and Restrooms)
7	Pressure Wash all playgrounds and picnic areas at the following parks: Signal Hill Park, Discovery Well Park, Reservoir Park, Calbrisas Park, Hilltop Park, Signal Hill Dog Park, Sunset View, Raymond Arbor Park, Heritage Point Park, and Hillbrook Park.
8	Portable Restroom Trailer
9	Pride Building

Consistent with the City's Purchasing Guidelines, on April 17, 2025, the City published a Notice Inviting Bids (NIB) for Citywide Custodial Maintenance Services. The City posted the NIB at the City's public notice locations, the City's website, and posted the information on PlanetBids via the City's portal. The following table below lists the bids the City received by the bid due date of May 9, 2025:

Vendor	Bid Total
Executive Facilities Services, Incorporated	\$234,735.54
Base Hills, Incorporated	\$247,647.00
CCS Facility Services	\$255,126.00
Crown Facility Solutions, Incorporated	\$288,941.70
JJ Property Maintenance Network, Incorporated	\$455,214.00
Priority Building Services, Limited Liability Company	\$234,735.54

During the bid evaluation, staff determined Executive Facilities Services Incorporated, and Base Hills Incorporated as non-responsive for failing to submit the original bid bond requirement by the bid deadline, as specified in the NIB and contract documents. A bid bond protects the City by ensuring the bidder, if awarded the contract, will sign the contract and begin the work as agreed.

CCS Facility Services, the third lowest bidder, submitted all required documents, including a hard copy of the bid bond, before the bid closing date and time. Staff reviewed the bid documents, confirmed the contractor's Department of Industrial Relations registration, and conducted reference checks to ensure the contractor has successfully performed similar work for other cities including the City of Chino and the City of Rancho Cucamonga. Based on this evaluation, staff determined that CCS Facility Services is the lowest responsive and responsible bidder and is properly licensed to perform the work outlined in the custodial services agreement. Staff recommends awarding the citywide custodial maintenance services agreement to CCS Facility Services in the amount of \$255,126.

The proposed contract represents an increase from the City's previous annual custodial maintenance services agreement. This increase reflects industry-wide inflation in labor and material costs, along with service needs, particularly at City parks due to increased usage and the City's commitment to maintaining all facilities in optimal condition. Several facilities have experienced increased foot traffic, wear, and cleaning demands, requiring more thorough custodial coverage to maintain public health standards and service expectations.

Staff requests the City Council authorize the City Manager to enter into a one-year term agreement with CCS Facility Services for citywide custodial maintenance services at a not-to-exceed contract amount of \$255,126. If approved by the City Council, the agreement would begin on September 1, 2025, and conclude on August 31, 2026. The proposed agreement includes two optional one-year term extensions the City may exercise based on the contract meeting the City's performance standards.

Reviewed for Fiscal Impact:

Siamlu Cox

7/8/2025

Attachments:

- A. Maintenance Services Agreement
- B. Budget Resolution

CITY OF SIGNAL HILL AGREEMENT FOR MAINTENANCE SERVICES

1. PARTIES AND DATE.

This Agreement is made and entered into this 8th day of July, 2025, by and between the City of Signal Hill, a municipal corporation, organized under the laws of the State of California, located at 2175 Cherry Avenue Signal Hill, CA 90755 ("City") and **CCS Facilities**, a California Corporation, with its principal place of business at **3001 Red Hill Avenue, Costa Mesa CA 92626** ("Contractor"). City and Contractor are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Contractor.

Contractor desires to perform and assume responsibility for the provision of certain custodial maintenance services required by the City which shall be performed in accordance with the terms and conditions set forth in this Agreement and all plans, specifications and other contract documents attached to or incorporated into this Agreement. Contractor represents that it is experienced in providing custodial maintenance services to public clients, that it and its employees or subcontractors have all necessary licenses and permits to perform the Services in the State of California, and that it is familiar with the plans of City.

2.2 Project.

City desires to engage Contractor to render such services for the **Custodial Maintenance Services** project ("Project") as set forth in this Agreement.

3. TERMS.

3.1 Scope of Services and Term.

3.1.1 General Scope of Services. Contractor promises and agrees to furnish to the City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the **Custodial Maintenance Services** necessary for the Project ("Services"). The Services are more particularly described in Exhibit "A" attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Agreement shall be from **September 1st, 2025** to **August 31st, 2026**, unless earlier terminated as provided herein. The City shall have the unilateral option, at its sole discretion, to renew this Agreement annually for no more than two additional one-year terms. Contractor shall complete the Services within the term of this Agreement and shall meet any other established schedules and deadlines.

3.2 Responsibilities of Contractor.

3.2.1 Independent Contractor; Control and Payment of Subordinates. The Services shall be performed by Contractor or under its supervision. Contractor will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. City retains Contractor on an independent contractor basis and not as an employee. Contractor retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Contractor shall also not be employees of City and shall at all times be under Contractor's exclusive direction and control. Neither City, or any of its officials, officers, directors, employees or agents shall have control over the conduct of Contractor or any of Contractor's officers, employees or agents, except as set forth in this Agreement. Contractor shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Contractor shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

3.2.2 Schedule of Services. Contractor shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the Schedule of Services set forth in Exhibit "B" attached hereto and incorporated herein by reference. Contractor represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Contractor's conformance with the Schedule, City shall respond to Contractor's submittals in a timely manner. Upon request of City, Contractor shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.

3.2.3 Conformance to Applicable Requirements. All work prepared by Contractor shall be subject to the approval of City.

3.2.4 City's Representative. The City hereby designates **Thomas Bekele, Public Works Director**, or his/her designee, to act as its representative in all matters pertaining to the administration and performance of this Agreement ("City's Representative"). City's Representative shall have the power to act on behalf of the City for review and approval of all products submitted by Contractor but not the authority to enlarge the Scope of Work or change the total compensation due to Contractor under this Agreement. The City's City Manager shall be authorized to act on City's behalf and to execute all necessary documents which enlarge the Scope of Work or change the Contractor's total compensation, subject to the provisions contained in Section 3.3 of this Agreement. Contractor shall not accept direction or orders from any person other than the City Manager, City's Representative or his/her designee.

3.2.5 Contractor's Representative. Contractor hereby designates **Jesse Lewis, Vice President**, or his or her designee, to act as its representative for the performance of this Agreement ("Contractor's Representative"). Contractor's Representative shall have full authority to represent and act on behalf of the Contractor for all purposes under this Agreement. The Contractor's Representative shall supervise and direct the Services, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

3.2.6 Coordination of Services. Contractor agrees to work closely with City staff in the performance of Services and shall be available to City's staff, Contractors and other staff at all reasonable times.

3.2.7 Standard of Care; Performance of Employees. Contractor shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by contractors and/or professionals in the same discipline in the State of California. Contractor represents and maintains that it is skilled in the discipline necessary to perform the Services. Contractor warrants that all employees and subcontractors shall have sufficient skill and experience to perform the Services assigned to them. Finally, Contractor represents that it, its employees and subcontractors have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Contractor shall perform, at its own cost and expense and without reimbursement from the City, any services necessary to correct errors or omissions which are caused by the Contractor's failure to comply with the standard of care provided for herein. Any employee of the Contractor or its sub-contractors who is determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to the City, shall be promptly removed from the Project by the Contractor and shall not be re-employed to perform any of the Services or to work on the Project.

3.2.8 Laws and Regulations. Contractor shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Contractor shall be liable for all violations of such laws and regulations in connection with Services. If the Contractor performs any work knowing it to be contrary to such laws, rules and regulations, Contractor shall be solely responsible for all costs arising therefrom. Contractor shall defend, indemnify and hold City, its officials, directors, officers, employees and agents free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.2.9 Safety. Contractor shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Contractor shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions as applicable shall include, but shall not be limited to: (A) adequate life protection and lifesaving equipment and procedures; (B) instructions in accident prevention for all employees and subcontractors, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

3.2.10 Labor

3.2.10.1 Prevailing Wages. Contractor is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Contractor agrees to fully comply with such Prevailing Wage Laws. City shall provide Contractor with a copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement. Contractor shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Contractor's principal place of business and at the project site. Contractor shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

3.2.10.2 Registration. If the Services are being performed as part of an applicable "public works" or "maintenance" project, then pursuant to Labor Code sections 1725.5 and 1771.1, Contractor and all subcontractors must be registered with the Department of Industrial Relations ("DIR"). Contractor shall maintain registration for the duration of the project and require the same of any subcontractors. This project may also be subject to compliance monitoring and enforcement by the DIR. It shall be Contractor's sole responsibility to comply with all applicable registration and labor compliance requirements, including the submission of payroll records directly to the DIR. Notwithstanding the foregoing, the contractor registration requirements mandated by Labor Code Sections 1725.5 and 1771.1 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Sections 1725.5 and 1771.1.

3.2.10.3 It is the intent of the parties to effectuate the requirements of sections 1771, 1774, 1775, 1776, 1777.5, 1813, and 1815 of the Labor Code within this Agreement, and Contractor shall therefore comply with such Labor Code sections to the fullest extent required by law.

3.2.10.3 Acknowledgment of Employment Relationship. Consultant shall provide each of its employees who it assigns to provide the Services with a copy of the "ACKNOWLEDGMENT OF EMPLOYMENT RELATIONSHIP" attached hereto as Exhibit 1 ("Acknowledgment"). Each employee who provides the Services must execute the Acknowledgment before Consultant may permit the employee to provide Services for City. Consultant shall provide a copy of each executed Acknowledgment to City upon City's request.

3.2.11 Insurance. Contractor agrees to procure and maintain, at Contractor's expense all insurance specified in Exhibit "D" attached hereto and by this reference incorporated herein. Contractor shall require all subcontractors to carry the same policies and limits of insurance that the Contractor is required to maintain, unless otherwise approved in writing by the City.

3.2.12 Bonds.

3.2.12.1 Performance Bond. If specifically requested by City in Exhibit "C" attached hereto and incorporated herein by reference, Contractor shall execute and provide to City concurrently with this Agreement a Performance Bond in the amount of the total, not-to-exceed compensation indicated in this Agreement, and in a form provided or approved by the City. If such

bond is required, no payment will be made to Contractor until it has been received and approved by the City.

3.2.12.2 Payment Bond. If required by law or otherwise specifically requested by City in Exhibit "C" attached hereto and incorporated herein by reference, Contractor shall execute and provide to City concurrently with this Agreement a Payment Bond in the amount of the total, not-to-exceed compensation indicated in this Agreement, and in a form provided or approved by the City. If such bond is required, no payment will be made to Contractor until it has been received and approved by the City.

3.2.12.3 Bond Provisions. Should, in City's sole opinion, any bond become insufficient or any surety be found to be unsatisfactory, Contractor shall renew or replace the affected bond within 10 days of receiving notice from City. In the event the surety or Contractor intends to reduce or cancel any required bond, at least thirty (30) days prior written notice shall be given to the City, and Contractor shall post acceptable replacement bonds at least ten (10) days prior to expiration of the original bonds. No further payments shall be deemed due or will be made under this Agreement until any replacement bonds required by this Section are accepted by the City. To the extent, if any, that the total compensation is increased in accordance with the Agreement, the Contractor shall, upon request of the City, cause the amount of the bonds to be increased accordingly and shall promptly deliver satisfactory evidence of such increase to the City. To the extent available, the bonds shall further provide that no change or alteration of the Agreement (including, without limitation, an increase in the total compensation, as referred to above), extensions of time, or modifications of the time, terms, or conditions of payment to the Contractor, will release the surety. If the Contractor fails to furnish any required bond, the City may terminate this Agreement for cause.

3.2.12.4 Surety Qualifications. Only bonds executed by an admitted surety insurer, as defined in Code of Civil Procedure Section 995.120, shall be accepted. The surety must be a California-admitted surety and satisfactory to the City. If a California-admitted surety insurer issuing bonds does not meet these requirements, the insurer will be considered qualified if it is in conformance with Section 995.660 of the California Code of Civil Procedure, and proof of such is provided to the City.

3.2.13 Water Quality Management and Compliance.

3.2.13.1 Storm Water Management. Storm, surface, ground, nuisance, or other waters may be encountered at various times during the Services. Contractor hereby acknowledges that it has investigated the risk arising from such waters, has prepared its Bid accordingly, and assumes any and all risks and liabilities arising therefrom.

3.2.13.2 Compliance with Water Quality Laws, Ordinances and Regulations. Contractor shall keep itself and all subcontractors, staff, and employees fully informed of and in compliance with all local, state and federal laws, rules and regulations that may impact, or be implicated by the performance of the Services including, without limitation, all applicable provisions of the City's ordinances regulating discharges of storm water; the Federal Water Pollution Control Act (33 U.S.C. § 1251 *et seq.*); the California Porter-Cologne Water Quality Control Act (Water Code § 13000 *et seq.*); and any and all regulations, policies, or permits issued pursuant to any such authority. Contractor shall additionally comply with the lawful requirements of the City, and any other municipality, drainage district, or other local agency with jurisdiction over the location where the Services are to be conducted, regarding discharges of storm water to

separate storm drain systems or other watercourses, including applicable requirements in municipal storm water management programs.

3.2.13.3 Reserved.

3.2.13.4 Standard of Care. Contractor warrants that all employees and subcontractors shall have sufficient skill and experience to perform the work assigned to them without impacting water quality in violation of the laws, regulations and policies described in Sections 3.2.13.2 and 3.2.13.3 of this Agreement. Contractor further warrants that it, its employees and subcontractors will receive adequate training, as determined by the City, regarding the requirements of the laws, regulations and policies described in Sections 3.2.13.2 and 3.2.13.3 of this Agreement as they may relate to the Services.

3.2.13.5 Liability for Non-compliance.

(A) Indemnity: Failure to comply with laws, regulations, standards and ordinances listed in Sections 3.2.13.2, 3.2.13.3, and 3.2.13.4 of this Agreement is a violation of federal and state law. Notwithstanding any other indemnity contained in this Agreement, Contractor agrees to indemnify and hold harmless the City, its officials, officers, agents, employees and authorized volunteers from and against any and all claims, demands, losses or liabilities of any kind or nature which the City, its officials, officers, agents, employees and authorized volunteers may sustain or incur for noncompliance with the laws, regulations, and ordinances listed in Sections 3.2.13.2, 3.2.13.3, and 3.2.13.4 of this Agreement arising out of or in connection with the Services, except for liability resulting from the sole established negligence, willful misconduct or active negligence of the City, its officials, officers, agents, employees or authorized volunteers.

(B) Defense: City reserves the right to defend any enforcement action or civil action brought against the City for Contractor's failure to comply with any applicable water quality law, regulation, or policy. Contractor hereby agrees to be bound by, and to reimburse the City for the costs associated with, any settlement reached between the City and the relevant enforcement entity.

(C) Damages: City may seek damages from Contractor for delay in completing the Services caused by Contractor's failure to comply with the laws, regulations, policies and standards described in Sections 3.2.13.2, 3.2.13.3 and 3.2.13.4 of this Agreement, or any other relevant water quality law, regulation, or policy.

3.3 Fees and Payments.

3.3.1 Compensation. Contractor shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "C" attached hereto and incorporated herein by reference. The total compensation shall not exceed **Two Hundred Fifty-Five Thousand Six Hundred Forty-one Dollars and Forty-four Cents (\$255,641.44)** without written approval of City's **Public Works Director**. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

3.3.2 Payment of Compensation. Contractor shall submit to City a monthly itemized invoice which indicates work completed and hours of Services rendered by Contractor. The invoice shall describe the amount of Services provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the invoice. City shall,

within 30 days of receiving such invoice, review the invoice and pay all non-disputed and approved charges thereon. If the City disputes any of Contractor's fees, the City shall give written notice to Contractor within thirty (30) days of receipt of an invoice of any disputed fees set forth therein.

3.3.3 Reimbursement for Expenses. Contractor shall not be reimbursed for any expenses unless authorized in writing by City.

3.3.4 Extra Work. At any time during the term of this Agreement, City may request that Contractor perform Extra Work. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the Project, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Contractor shall not perform, nor be compensated for, Extra Work without written authorization from the City.

3.3.5 Rate Increases. In the event that this Agreement is renewed pursuant to Section 3.1.2, the rate set forth in Exhibit "C" may be adjusted each year at the time of renewal as set forth in Exhibit "C."

3.4 Accounting Records.

3.4.1 Maintenance and Inspection. Contractor shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Contractor shall allow a representative of City during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Contractor shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

3.5 General Provisions.

3.5.1 Termination of Agreement.

3.5.1.1 Grounds for Termination. City may, by written notice to Contractor, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Contractor of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Contractor shall be compensated only for those services which have been adequately rendered to City, and Contractor shall be entitled to no further compensation. Contractor may not terminate this Agreement except for cause.

3.5.1.2 Effect of Termination. If this Agreement is terminated as provided herein, City may require Contractor to provide all finished or unfinished Documents and Data and other information of any kind prepared by Contractor in connection with the performance of Services under this Agreement. Contractor shall be required to provide such document and other information within fifteen (15) days of the request.

3.5.1.3 Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, City may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.5.2 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

Contractor: **CCS Facilities**
3001 Red Hill Avenue
Costa Mesa, CA 92626
ATTN: Jesse Lewis, Vice President

City: City of Signal Hill
2175 Cherry Avenue
Signal Hill, CA 90755
ATTN: Margarita Beltran – Contracts Manager

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.5.3 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.5.4 Attorney's Fees. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

3.5.5 State License Board Notice. Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four (4) years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within ten (10) years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, California 95826.

3.5.6 Indemnification. To the fullest extent allowable by law, Contractor shall defend, indemnify and hold the City, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any alleged acts, omissions, negligence or willful misconduct of Contractor, its officials, officers, employees, agents, consultants and contractors arising out of or in connection with the performance of the Services, the Project or this Agreement, including without limitation the payment of all consequential damages and attorney's fees and other related costs and expenses. Contractor shall defend, at Contractor's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against City, its directors, officials, officers, employees, agents or volunteers. Contractor shall pay and satisfy any judgment, award or decree that may be rendered against City or its officials, officers, employees, agents or volunteers, in any such suit, action or other legal proceeding. Contractor shall reimburse City and its officials, officers, employees, agents and/or

volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the City, its officials, officers, employees, agents or volunteers.

3.5.7 Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be modified by a writing signed by both parties.

3.5.8 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Orange County.

3.5.9 Time of Essence. Time is of the essence for each and every provision of this Agreement.

3.5.10 City's Right to Employ Other Contractors. City reserves right to employ other contractors in connection with this Project.

3.5.11 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the parties.

3.5.12 Assignment or Transfer. Contractor shall not assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of the City. Any attempt to do so shall be null and void, and any assignees, hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

3.5.13 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Contractor include all personnel, employees, agents, and subcontractors of Contractor, except as otherwise specified in this Agreement. All references to City include its elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.

3.5.14 Amendment; Modification. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

3.5.15 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

3.5.16 No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

3.5.17 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.5.18 Prohibited Interests. Contractor maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement. Further, Contractor warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.5.19 Equal Opportunity Employment. Contractor represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Contractor shall also comply with all relevant provisions of City's Minority Business Enterprise program, Affirmative Action Plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.5.20 Labor Certification. By its signature hereunder, Contractor certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.5.21 Authority to Enter Agreement. Contractor has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.5.22 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

3.6 Independent Contractors and Subcontracting.

3.6.1 Use of Contractors. Consultant is aware of statutory and case law regarding classification of workers as independent contractors, including California Labor Code Section 2750.3 and Dynamex Operations West, Inc. v. Superior Court, 4 Cal. 5th 903 (2018). To ensure that Consultant is in compliance with the California Labor Code, Consultant shall only utilize its employees to provide the Services. Consultant may not provide the services through any independent contractor, subcontractor or subconsultant ("Subcontractor(s)") unless approved by the City as set forth in Section 3.6.2 below. Consultant represents and warrants that all personnel who perform the Services on Consultant's behalf are Consultant's employees, and that Consultant complies with all applicable laws, rules and regulations governing its employees, including, but not limited to, the California Labor Code, Unemployment Insurance Code and all applicable Industrial Welfare Commission Wage Orders.

3.6.2 Prior Approval Required. Contractor shall not use any Subcontractor to provide the Services, or any portion of the work required by this Agreement, without prior written approval of City. In the event that City authorizes Consultant to use a Subcontractor, Consultant shall enter into a written agreement with the Subcontractor, which must include all applicable provisions of the Agreement, including a restriction on the Subcontractor's use of further independent contractors, subcontractors or subconsultants without the City's prior written consent.

3.7 Labor Code Compliance

Audit Rights. City shall have the right to audit Consultant's compliance with this Agreement and California Labor laws with respect to Consultant's personnel, including, but not limited to, Consultant's compliance with Sections 3.2.1, 3.2.10 and 3.6.2. Upon City's request, Consultant shall provide within five (5) business days documents sufficient to demonstrate its compliance with this Agreement including, but not limited to, W4s, itemized wage statements, employee handbooks, and time cards for any of Consultant's personnel who provide the Services.

CITY OF SIGNAL HILL

By: _____
Carlo Tomaino, City Manager

CCS FACILITIES

By: _____
Jesse Lewis, Vice President

ATTEST:

By: _____
[INSERT NAME AND TITLE]

By: _____
Tina Knapp, Assistant City Clerk

APPROVED AS TO FORM:

By: _____
Matthew E. Richardson
City Attorney

Exhibit "A"
Scope of Maintenance
Services

The Contractor shall provide all labor, supplies and equipment necessary to perform custodial maintenance services in the following City-owned buildings, parks and facilities:

Item	Facility
1A	City Hall/ Council Chambers only for the first 6 months
1B	City Hall
2	Signal Hill Public Library, Community Center and Police Shooting Range
3	Signal Hill Park Restrooms
4	City Yard
5	Police Department
6	Discovery Well Park (Community Room and Restrooms)
7	Pressure Washing at Citywide Parks
8	Portable Restroom Trailer
9	Pride Building

Such services shall be provided in accordance with the following performance standards indicated in the contract documents and these specifications.

General

The objective of this contract is to obtain full cleaning performance in accordance with the terms, specifications and the quality standards of work set forth in this contract. The contract specifications define the minimum level of service and frequency deemed acceptable. It is intended that the Contractor will schedule its operations to meet or exceed these requirements. It is further intended that the Contractor shall put forth a level of effort to provide a thorough cleaning of the facilities, not merely a surface cleaning. If during the work performance, any general maintenance deficiencies are noted, they shall be reported to the Contract Representative of this agreement.

Work Hours

The work shall be performed at the hours specified for each facility stated above. Exceptions are noted in Exhibit "A-1". Some weekend, after hours, or evening work may be required to accomplish tasks such as carpet shampooing, floor stripping and waxing, and window washing. The City reserves the right to inspect or audit the Contractor's time cards, and other documentation related to services provided to the City, to verify the number of hours worked at City facilities and other contract-related costs or services. Such inspection may take place during Contractor's normal business office hours without prior notification from the city. For emergency and after-hours needs, the Contractor will respond with an appropriate crew within **two hours** of being notified. The Contractor will provide a 24-hour contact telephone number for afterhours emergency requests. If an evening meeting or event is being conducted in a facility, the City shall notify the Contractor of said event, and Contractor shall adjust the cleaning schedule to conduct proper cleaning of the area, after the event.

Extra Work

Extra work will be of two types; on-call and additional services, as needed for specific city cleaning coverage or maintenance services. The cost of the labor and supplies for the specific, unscheduled cleaning activities must be included in the bidder's price. Some custodial work will be required outside of normal working hours and at sites other than normally assigned City facilities, such as special events. There may be requirements for additional custodial services above and beyond the routine service levels. All extra work services shall not be considered in calculating the regular monthly billing, but shall be billed based on the actual hours worked associated with the events, for the month in which they occur.

Code of Conduct

The Contractor agrees the custodial services covered by this contract shall be performed by employees who have been hired in conformity with the Contractor's personnel selection policies, and trained to perform to accepted janitorial standards, practices, and these specifications. The Contractor agrees to provide the City with a steady, dependable work force while keeping employee turnover to a minimum.

The Contractor shall have an ongoing training program for its entire staff. The Contractor shall provide only personnel who have been fully trained for the performance of this work. Supervisors shall have been trained in supervision as well as technical training in janitorial services. Any additional or replacement staff hired throughout the life of the contract shall also complete safety training prior to beginning work in the City facilities. The City may ask for copies of training materials and verification of employee training.

All personnel shall wear the same uniforms, furnished by the Contractor, at all times during the performance of this work. The Contractor's account manager and/or supervisory personnel may wear badges in lieu of uniforms. The Contractor's work force and their uniforms shall be neat and clean in appearance. Uniforms shall be subject to City approval. Closed toe and heeled shoes shall be worn for proper safety during tasks being performed. Employees working at the Police Department will be issued an identification badge. All employees' identification badges must be worn in plain sight, above the waist at all times. The Contractor's employees are required to provide proper identification when requested by City or security personnel. Any employee who does not comply with this requirement shall be required to leave City facilities. There is no exception to this requirement, which is to ensure only authorized Contractor employees are in City facilities.

The Contractor shall provide to the City an accurate list of all personnel who have any relationship to work performed within the scope of this contract, prior to the employee starting work. List data shall indicate personnel by building(s) to which they are assigned, along with the labor-hours to perform the required work at each building. Changes to the list shall be reported, in writing, to the City within one working day. Employees of the Contractor shall not be assisted nor accompanied by any individual who is not an employee of the Contractor, while performing duties related to the contract. This includes friends, children and/or other relatives.

Employees terminated by the Contractor shall be reported the same day to the City unless it is after hours, then the next business morning shall be acceptable. Contractor shall notify the City immediately in writing of all changes in contract personnel by

submitting name and address of employee and effective date of employment or termination. When in the opinion of the City, an employee does not constitute a satisfactory security risk, his/her employment on the contract will be denied. The Contractor will remove from the premises any employee who, in the opinion of the City, is not qualified to perform the work assigned. The City reserves the right to review contractor's personnel hiring policies and use the results of such review as part of the selection process.

No person shall be employed for this work who is found to be incompetent, disorderly, troublesome, under the influence of alcohol or drugs, who fails or refuses to perform the specified work properly or acceptably, or is otherwise objectionable, as determined by the City of Signal Hill. Anyone found to be objectionable will be prohibited from working in City facilities immediately.

The Contractor shall not allow any employee under the influence of alcohol or drugs on the premises or in any buildings. The Contractor shall not allow the use or presence of alcohol or drugs on the premises or in any buildings. Smoking is prohibited in all City facilities at all times. Contractor's employees shall be prohibited in the use or possession of the following items while working on City premises: guns, knives, other weapons, alcohol and/or controlled substances. Any employee violating this policy shall be removed immediately from City facilities and replaced with acceptable personnel.

Deliverables

The selected contractor shall submit the following items to the City within thirty (30) days of the contract award and prior to any employee's start of work:

- Copies of the current Safety Data Sheets (SDS) for all chemicals that will be used for cleaning of all facilities in the performance of this agreement.
- A list of all cleaning products and paper supplies that Contractor will use for cleaning of all facilities in the performance of this agreement. Said products/supplies may be physically inspected by the City and will be subject to City approval.
- Background clearance of all personnel assigned to perform work at the City under this Agreement.

Account Management

The Contractor shall provide to the City, upon execution of this agreement, the name of the Contractor's account manager who will have full authority to administer the terms of this contract. The Contractor's account manager shall be the main point of contact between the City and the Contractor and have the capability to receive complaints by telephone or email to facilitate timely corrective actions. An answering service or machine shall not be an acceptable means of contact for the account manager. The account manager shall perform regular inspections of all facilities at least once a week. During inspections, the account manager shall identify and rectify deficiencies and ensure services meet the standards identified in this contract.

The City will designate several staff ("site administrators") to manage custodial services at specific sites. The site administrators shall maintain familiarity with the contract terms, conditions, and specifications and perform custodial inspections at their designated sites. The site administrators shall communicate any deficiencies,

Exhibit "A"-1

CUSTODIAL MAINTENANCE SERVICES

requests, etc., to the Contractor. The City's contract administrator shall provide the Contractor with the contact information of all site administrators and their assigned sites. The Contractor and site administrators shall involve the contract administrator in all custodial-related correspondence. The purpose of the site administrators is to provide customer departments the ability to prioritize contracted services to meet the specific needs of their facilities as needed. The site administrators have the authority to request services included in the specifications related to their facilities.

The Contractor shall also provide to the City the name of the Contractor's primary supervisor(s) who will be responsible for the supervision and execution of the work on a daily basis. The designated supervisor(s) shall be on site and available at the times when the majority of the Contractor's crews are working in the City to respond personally to requests for information or instructions concerning the execution of the work. If for any reason the supervisor must leave the job site during the execution of the work, a foreman/lead person shall be designated and able to make decisions on behalf of the supervisor. The supervisor and the foreman/lead person shall be able to communicate in both written and verbal English. Under no circumstances will the designated on-site supervisor be considered a "working supervisor" who is assigned routine cleaning duties. The supervisor's primary duty will be to inspect the cleaning staff's work and ensure any deficiencies are corrected in a timely manner. The supervisor may provide limited cleaning services to correct a deficiency or on an emergency basis, (for example, if a regular custodian must leave work due to illness, and a timely replacement cannot be found). During times when the designated supervisor is not on-site, the Contractor will ensure a supervisor is available to respond to calls within two hours. Any violation by the Contractor's personnel of these requirements, or others established by the City, shall result in the removal of the employee from this contract. Termination of this contract may result, at the discretion of the City, for repeated non-compliance of these requirements.

Cleaning Schedule and Reporting

The contractor shall keep accurate records concerning all of the contractor's employees and provide the City with names and telephone numbers of emergency contact employees. In addition, the contractor is required to file weekly reports showing the major task reports at each facility daily. Every week, the Contractor will compile and send the contract administrator and/or representative the employee's daily work reports showing the completed tasks for each site. Reports shall include all list of tasks to be performed and include expected times the work will be performed. All scheduled cleaning services shall be noted in Exhibit "C". Any services outside of the service hours must be approved by the city prior to performance of the work. The report format shall be subject to City approval. If for any reason a task cannot be accomplished per the scheduled time, the Contractor shall notify the City of the change and the new day and time the task will be completed within at least twenty-four hours of the scheduled time. The new day and time must occur within the same month the task was originally scheduled to occur.

Background/Security

All personnel engaged in the performance of this work shall be employees of the Contractor and as such shall be warranted to possess sufficient experience and security records to perform this work. The Contractor shall research the employment and police records of each employee and shall maintain a copy of that research. A copy shall be provided to the City upon request.

The Contractor further agrees to remove from the City's premises any employee who, in the opinion of the City, does not meet minimum security requirements. In the event of City's disapproval, Contractor shall replace its employee or employees in a timely manner so as not to adversely affect the Contractor's performance under this Agreement.

The Contractor is required to have all personnel assigned to work under this contract pass a basic Live scan background check. The Contractor shall obtain Live scan applications from the City's Human Resources Department. Any personnel assigned as a regular or fill-in staff at the Police Department must pass a more comprehensive Live scan background check. The City will provide the Contractor with the contact information necessary to complete this process. The Contractor will have a sufficient number of employees who have passed the Live scan process so as to ensure coverage in cases of vacation, sickness, or employee termination.

Access to facilities

The City will issue keys as necessary for access to work areas. The Contractor shall assume full responsibility for any theft or loss of keys and shall pay for re-keying all locks operated by these keys. Keys shall not be duplicated. Keys shall not be loaned to unauthorized personnel. Keys for all custodial work in the Police Station will be checked out from the Watch Commander.

The Contractor shall not admit anyone into a building who is not a direct employee of the Contractor and not actively engaged in the performance of the work. This prohibition includes custodians' children or other relatives. At no time shall the Contractor or its employees enter areas of a facility not specifically included in this contract for custodial services. Some facilities are protected by limited access security systems. The Contractor will schedule all work in these facilities to be done after City staff opens the facilities.

Certain facilities have alarm and lighting controls with which Contractor's personnel will need to become familiar to operate upon city instruction. The Contractor agrees to make its employees available for training on such systems during the City's normal business hours. The Contractor may be charged \$100 per call-out (after two incidents) should the custodians, while in the process of entering or leaving the facility, misuse the security alarm system.

All exterior doors are to remain locked while cleaning crew is in the building. NO EXCEPTIONS. Leave designated lights on. All other lights are to be turned off. Building alarm system will be engaged nightly, if contractor is in building, upon leaving.

Safety/Environmental

The Contractor agrees to take all reasonable steps and precautions to prevent accidents and preserve the life and health of Contractor personnel and the public during the performance and execution of the work in this contract. Where applicable, the Contractor will comply with all federal, state, regional, and local environmental regulations in force during the period of this contract, (e.g. NPDES compliance for washing down facility exteriors). Any violation of these rules and requirements, unless promptly corrected as directed by the City, shall be grounds for termination of this contract.

All material, parts, equipment, and chemicals used or furnished pursuant to the

Exhibit "A"-1

CUSTODIAL MAINTENANCE SERVICES

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specifications of this contract shall be in compliance with the laws and regulations of the City of Signal Hill, the State of California, and OSHA. The Contractor shall provide to the City all Safety Data Sheets (SDS) and certifications and evidence of such compliance. Use of all chemicals, waxes, and other supplies shall be approved by the City prior to their use. Contractor must maintain all SDS onsite at each City facility being maintained.

The Contractor shall use all "Green Seal" certified cleaning products, or environmentally friendly with similar certifications, where applicable.

Tools, Equipment, Materials and Supplies

The Contractor shall furnish and maintain all equipment necessary for properly maintaining the City buildings. The Contractor shall maintain an equipment inventory list, identifying all equipment by age and condition, to provide the services required by this contract; such list to be provided to the City upon request. Contractor shall furnish and keep in good working order all necessary tools, equipment and supplies, including, but not limited to, carpet cleaners, stripper and waxes, soaps, cleaners, mops, brooms, buffers, ladders, hoses, HEPA vacuum cleaners, trash liners, cleaning rags, and all other cleaning equipment. Such equipment shall be kept on site at the City facilities as designated by the Contract Officer and will be routinely inspected by the City. Equipment found to be in unacceptable condition will require replacement at the Contractor's expense. The Contractor shall provide whatever transportation is necessary to move its employees or supplies among facilities.

All cleaning supplies, materials, and tools used in the performance of this contract shall be of good commercial quality, suitable for the purpose intended, and shall provide results necessary to provide the high standards of cleanliness required under this contract. All supplies, materials, and tools are subject to City inspection and approval. City reserves the right to require Contractor to purchase name brand or high-quality supplies. Specific brands may be specified by City Representative

All cleaning processes used shall meet high standards of safety and effectiveness for commercial applications and shall not damage the facilities being cleaned. The City shall have the right to prohibit the use of any process, material, supply or tool which may damage City property or which may be a risk to employees, the public, or others using City facilities.

The Contractor will provide all paper products including but not limited to, toilet paper, paper towels, and toilet seat covers necessary to ensure restrooms and other locations where dispensers are provided are fully stocked at all times with products acceptable with City standards. The Contractor shall use all green/ environmentally friendly products, where applicable. The City reserves the right to approve or disapprove of all such products. Liquid and powder type dispensers will be provided by the City. The Contractor will provide proper soap products to keep the dispensers filled. The contractor shall supply all feminine hygiene products for vending machines at women's restrooms.

Some restrooms are equipped with waterless urinals. Contractor shall be responsible for cleaning the urinals with manufacturer-recommended products, subject to City approval, and notifying the City when cartridges are in need of replacement. The City shall be responsible for purchasing and replacing the odor-control cartridges.

Areas of Restriction

Contractor personnel shall not disturb papers on desks, open drawers or cabinets, use radios, computers, printers, copy machines, fax machines, television sets, coffee pots, microwave ovens, stoves, or refrigerators, nor shall they tamper with any personal or City property. Where the specifications require cleaning furniture, this is understood to mean tables, chairs, file cabinets, etc., but not personal desks. The contractor or its employees shall not use any of the City's telephones or two-way radios or special telecommunications equipment under any circumstances. No exceptions will be made to this rule. Any unauthorized usage or tampering of City items, equipment or documents by the contractor will be grounds for immediate termination of the contractor.

Inspections/Meetings

The purpose of the quality control and performance inspections is to ensure all required tasks are being consistently performed as specified. The contract administrator and/or site administrators will conduct regular inspections of all City facilities on a continuous basis. These inspections will especially concentrate on consistent performance of daily, weekly, and periodic cleaning tasks. The contractor administrator and/or site administrators will notify the Contractor when tasks are not completed, and the Contractor shall respond and rectify the issue. The Contractor will keep the contract administrator informed of communication with site administrators/City staff. The City will provide the Contractor with the contact information of all site administrators.

The Contractor will make available representatives with the proper authority to meet with the Contract/site administrators to discuss contractual issues and conduct bi-weekly day inspections of each facility. The Contractor will provide the City a copy of the joint inspection report and note in writing, any discrepancies/noncompliance with the schedule, as determined during the inspection. The frequency of inspections may change if mutually agreed upon.

The City may employ other inspection methods, such as but not limited to, the use of video records from security and other cameras, unannounced inspections during cleaning shifts, and other such means as the City deems necessary.

The City's contract administrator will work with the designated site administrators to fulfill its inspection duties. The City expects the Contractor's work methods and quality control procedures will result in work that fully complies with this proposal's cleaning requirements without constant oversight from City staff.

Custodial Closets

The Contractor shall keep all tools, equipment, and supplies left on the job site in the janitor's storage closets and not in any other parts of the buildings. The closets shall be always kept in a neat and orderly manner and shall be part of the regular inspection. Janitor closets shall be well-stocked with both paper and cleaning supplies. Flammable liquids shall be kept off premises. Rags and other flammable solids shall be kept in State Fire Marshall approved containers. All containers shall be labeled as to contents. If any toxic materials must be stored, they shall be labeled with name and proper antidotes. All buckets, wringers, mop sinks, and other tools and equipment shall be kept clean and free of objectionable odors. The floor/wall sinks, whether porcelain or stainless steel are to be kept clean and polished at all times. Some custodial closets contain water heaters and/or electrical panels. All

materials MUST be stored at least 36" away from these water heaters or panels.

Cleaning Standards

The Contractor's employees shall clean and dispose of any unsanitary and unsightly conditions caused by persons and animals using the public areas at the City's request, or as night crews find during regular cleanings. Such areas shall be immediately cleaned during the employees' regular work and at any time such a condition is identified by either the contract administrator or other occupants/users of the facilities. In the event any custodian finds hazardous materials, such as blood, toxic chemicals, or highly corrosive liquids, he or she shall immediately notify the contract administrator and the Police or Fire Department for removal. Acceptable cleaning standards are described below. These are not all-inclusive. Each item denotes the acceptable standard for each location covered under this contract. The City's contract administrator will determine if the standards have been met.

- Appliances: Exterior of all appliances and vending machines are free of dust, surface film, and dirt.
- Blinds: Both sides of blind slats are free of dust and water spots. Cords and tapes are clean.
- Carpets: All carpet surfaces are free of food crumbs, dirt, smudges, marks, dust and other debris, including those areas under furniture and behind doors. There is no unsightly discoloration from spot cleaning. Carpets show no evidence of high traffic areas. Carpets are cleaned at a time which allows the carpets to dry completely before employees occupy the work area.
- Ceilings: Ceilings shall be free of cobwebs, spots, and streaks.
- Dispensers: All supply dispensers are filled. Waste and sanitary napkin receptacles are empty, clean, sanitized, and have new liners or bags. Additional supplies are set out in the event dispensers need to be restocked before custodians service the area.
- Door Thresholds: Thresholds are clean and free of oil, grease, dirt and grime.
- Drinking Fountains: The porcelain, metal and stainless steel surfaces are clean, bright, sanitized, and free of dust, spots, stains, and streaks. Drinking fountains are free of trash, ink, coffee grounds, etc., and nozzles free from encrustation.
- Floors And Baseboards: Floors, including steps, risers, and landings, are free of dirt, lint, streaks, mop strand marks, string, gum, grease, tar, skipped areas, reapplied wax etc., and present an overall appearance of cleanliness. The area has a uniform luster. All surfaces are dry and the corners clean.
- Food Preparation Appliances: All eating and food preparation appliances, including stoves, refrigerators, microwaves, and ovens, are sanitized, clear of spills, food, wipe streaks, dust, surface film, and other substances. Furniture: All furniture, including those items made of fabric, plastic, and metal, are free of dust, dirt, spots, and surface film. Desktops are NOT disturbed. Papers are NOT removed from desks in offices or Council Chamber. Personal computers, phones, terminals printers and keyboards are not touched by the Contractor's employees and/or work crews.

- Light Covers: Surfaces are clean and free of dust.
- Metal Surfaces: Metal surfaces are free of smears, stains, and finger marks. They are clean, bright, and polished to a uniform luster. Bright metal surfaces have a polished and lustrous appearance.
- Mirrors: Mirrors are clean and free of dirt, dust, streaks, and spots.
- Patio Areas and Outside Stairways: All inside and patio and stairway areas are free of all paper, trash, empty bottles, and any other discarded material.
- Porcelain: Porcelain fixtures (washbasins, urinals, toilets, etc.) are kept clean and bright; there are no spots, stains, dust, rust, mold, encrustation, and excess moisture. In washrooms with showers, the showers are free from dust, spots, stains, rust, mold, encrustation, and excess moisture.
- Walls and Baseboards: Walls and baseboards are free of dirt, cobwebs, lint, streaks, etc., and present an overall appearance of cleanliness. All surfaces are dry and the corners clean and free of splashing and markings from any equipment.
- Wastebaskets: Wastebaskets are free of dust, debris, and residue. Lids of plastic containers are free of marks, smudges, and food remnants. Liners are replaced.
- Windows/Glass: Windows and glass are free of all cobwebs, dirt, smudges, marks and spots.
- Windowsills: Sill areas are free of all cobwebs, dirt, dust, spots, streaks, and smudges.
There is no obstruction to the visibility due to improper cleaning.
- Wood Fixtures/Furniture: Wood furniture/fixtures are polished and free of dirt, dust, streaks, and spots. The finished area has a uniform luster.
- Trash: Contractor shall clean any stains or spots caused by leaking trash bags.

Definition of Terms

1. Buff: Remove all marks using floor machine equipment with polishing pad to maintain floor luster.
2. Carpet Extraction: Shampoo carpeting using wet extraction machine method.
3. Clean: Remove all dirt, stains and marks with approved cleaner.
4. Daily: Work to be performed each and every day of the week.
5. Damp Mop: Remove all surface dirt and stains with mop and warm water containing detergent or floor cleaner as required.
6. Damp Wipe: Remove surface dirt with damp cloth.
7. Disinfect: To cleanse in order to destroy disease and germs. Disinfectant: A germicidal cleaner for microbe control.
8. Dust: Remove all loose dirt and debris. Specially treated cloths shall be used.
9. Mop: Remove all surface dirt and stains with a mop and warm water containing floor cleaner or germicidal disinfectant.
10. One Day: 24 clock hours.
11. Polish: Machine polish or scrub with dry cloth.

12. Refinish: Apply proper floor coating (wax on polish or sealer) and buff.
13. Sanitize: To cleanse free from dirt and bacteria.
14. Scrub: Remove all dirt, stains and marks with an approved cleaner using a floor machine equipped with scrubbing pad.
15. Strip: Remove all accumulation of old floor finish, all surface dirt, stains and marks. Rinse and dry.
16. Sweep/Dust Mop: Remove all loose dirt and litter with dustless-type sweeping tools on smooth concrete, tiled, and terrazzo floor; in places difficult to sweep, use hair floor brush or vacuum on other hard floors.
17. Vacuum: Remove all surface and embedded dirt, dust and debris using a vacuum cleaner.
18. Wash: Remove all dirt, stains, and marks with approved cleaner; rinse and dry.
19. Wax: Apply appropriate number of coats of approved floor finish.

Exhibit "A-I"
Specifications for Janitorial Services by
Facility

ITEMS 1A : CITY HALL

2175 CHERRY AVENUE

Hours of Work: 7:00 p.m. to 6:00 a.m.

Note: The City Hall Building is currently under construction, the selected contractor will provide custodial services at the council chambers for the first six (6) months.

The following services shall be performed every Monday through Friday:

1. Empty all recycle containers as needed and place material in outside recycle bin.
2. Empty and reline all wastebaskets and restroom disposal containers and remove trash to outside bin area.
3. Sweep and wet mop areas of carpets, rugs, and entrance mats. Remove any staples, paper clips, etc. from carpets.

The following services shall be performed every Monday, Wednesday, and Friday:

1. Spot clean carpet stains with rug cleaner.
2. Clean any glass top desks or counter areas with glass cleaner.
3. Remove smudges from doors, doorframes, handles, knobs and bars, woodwork and wall switches. Remove finger marks, ink marks, graffiti, and smudges from tabletops, walls and counters.
4. Spot clean partitions, glass doors, glass or mirrored walls and display cases.

The following services shall be performed every Monday:

1. Perform low dusting of chairs, bottoms of furniture, baseboards, etc.
2. Perform high dusting, such as tops of doorframes, partitions, air vents, etc.
3. Vacuum all carpets and rugs COMPLETELY.
4. Sweep all stairwells and clean handrails and banisters.
5. Dust all desks, tables, chairs, filing cabinet tops, cabinets, telephones, display stands, browsing racks, shelves, book returns, pen sets, wall pictures, window sills, bookcases and other office equipment using specially treated dust cloths. Desks and tables covered with papers excepted. Desk or cabinet tops will be thoroughly cleaned when left cleared.
6. Polish all metal door frames, kick, and push plates.
7. Dust blinds.

The following services shall be performed on either Monday or Wednesday of the first week of every month unless otherwise agreed to by Contractor and City:

1. Dust outer panels of air vents and dust interior airflow vents.
2. Machine scrub and wax all composition floors.
3. Dust all blinds.

4. Vacuum all upholstered furniture, such as desk chairs, guest chairs, cubicle panels, etc. Spot clean as necessary.
5. Machine scrub front porch and stairs from front doors to sidewalk.

The following service shall be performed each Week:

Vacuum and dust the City Council Chambers the first, second, third, and fourth Tuesday of every month prior to 6 p.m.

The following service shall be performed each Quarter:

1. Clean the outside and inside of all windows in July and October.
- 2.

The following services shall be performed Semi-Annually:

1. Weekend steam extraction cleaning of all carpets. Methods and procedures must be approved by the Contract Officer. Cleaning is to occur in November or a date to be determined by Contract Officer.

ITEMS 1B: CITY HALL

2175 CHERRY AVENUE`

Hours of Work: 7:00 p.m. to 6:00 a.m.

Note: The following six (6) months will include the following services:

The following services shall be performed every Monday through Friday:

1. Clean restroom floors with germicidal detergent solution.
2. Clean restroom basins, countertops, and fixtures with a mild abrasive cleaner.
3. Clean restroom toilet bowls and urinals with an acid based disinfectant bowl cleaner.

*Please refer to the manufacturer's recommended practices on treating and cleaning the City's water-free urinals. (City will provide manufacturer's document on servicing water- free urinals.)

4. Clean, disinfect and refill all restroom dispensers. Toilet tissue, hand soap, seat covers, paper towels, sanitary supplies and deodorizers.
5. Wash and polish restroom mirrors, powder shelves, bright work, etc., including flushometers, piping and toilet seat hinges, light fixtures, disposal bins and tops of stall partitions.
6. Wash both all hard-surface floors with cleaning/ disinfectant solution.
7. Empty all recycle containers as needed and place material in outside recycle bin.
8. Clean, sanitize, and polish all drinking fountains. Clean splash marks from walls around drinking fountain.
9. Clean and polish kitchen, lunchroom and coffee areas, microwaves, counter areas, stove-tops, refrigerators, sinks, and tables.
10. Vacuum all traffic sides of restroom toilet seats with germicidal solution.
11. Spot clean restroom doors, walls and partitions.
12. Plunge stopped up toilets and drains as necessary.
13. Leave report of any leaks or drains that remain plugged.

14. Empty and reline all wastebaskets and restroom disposal containers and remove trash to outside bin area.
15. Sweep and wet mop areas of carpets, rugs, and entrance mats. Remove any staples, paper clips, etc. from carpets.
16. Fill kitchen and lunchroom paper towel and cup dispensers.

The following services shall be performed every Monday, Wednesday, and Friday:

1. Spot clean carpet stains with rug cleaner.
2. Clean any glass top desks or counter areas with glass cleaner.
3. Remove smudges from doors, doorframes, handles, knobs and bars, woodwork and wall switches. Remove finger marks, ink marks, graffiti, and smudges from tabletops, walls and counters.
4. Spot clean partitions, glass doors, glass or mirrored walls and display cases.

The following services shall be performed every Monday:

1. Perform low dusting of chairs, bottoms of furniture, baseboards, etc.
2. Perform high dusting, such as tops of doorframes, partitions, air vents, etc.
3. Vacuum all carpets and rugs COMPLETELY.
4. Sweep all stairwells and clean handrails and banisters.
5. Dust all desks, tables, chairs, filing cabinet tops, cabinets, telephones, display stands, browsing racks, shelves, book returns, pen sets, wall pictures, window sills, bookcases and other office equipment using specially treated dust cloths. Desks and tables covered with papers excepted. Desk or cabinet tops will be thoroughly cleaned when left cleared.
6. Clean inside of microwaves.
7. Polish all metal door frames, kick, and push plates.
8. Wash kitchen cabinet doors.

The following services shall be performed on the second and fourth Tuesday of each month, after 7:00 pm. (The City of Signal Hill holds City Council meetings on the second and fourth Tuesday, so services performed should begin after Council meeting is completed.)

CITY HALL TOP FLOOR UPPER LEVEL CONFERENCE ROOM

1. Consolidate, if possible, all food into 2 trays and cover with aluminum foil.
2. Bring down the leftover food to the kitchen downstairs and put away in the refrigerator.
3. Wipe Conference Room counters clean.
4. Leave basket of snacks -chocolates etc. in the room. Leave all drinks in the room.
5. Dispose dirty paper plates, napkins, and flatware (plastic).

The following services shall be performed on either Monday or Wednesday of the first week of every month unless otherwise agreed to by Contractor and City:

1. Dust outer panels of air vents and dust interior airflow vents.
2. Machine scrub and wax all composition floors.
3. Dust all blinds.
4. Vacuum all upholstered furniture, such as desk chairs, guest chairs, cubicle panels,

- etc. Spot clean as necessary.
5. Machine scrub front porch and stairs from front doors to sidewalk.

The following service shall be performed each Week:

Vacuum and dust the City Council Chambers the first, second, third, and fourth Tuesday of every month prior to 6 p.m.

The following service shall be performed each Quarter:

1. Clean the outside and inside of all windows in January, April, July and October.

The following services shall be performed Semi-Annually:

1. Weekend steam extraction cleaning of all carpets. Methods and procedures must be approved by the Contract Officer. Cleaning is to occur in April and November or a date to be determined by Contract Officer.
2. Completely empty and clean inside of refrigerators after a one-week notice to employees (October and April).

The following services shall be performed Annually:

1. Clean all blinds in April.

**ITEM 2: SIGNAL HILL LIBRARY, COMMUNITY CENTER AD POLICE SHOOTING RANGE
1800 EAST HILL STREET
HOURS OF WORK: 11 p.m. to 6 a.m.**

The following services shall be performed every Monday through Saturday:

1. Clean restroom floors with germicidal detergent solution.
2. Clean restroom basins, countertops, and fixtures with a mild abrasive cleaner.
3. Clean restroom toilet bowls and urinals with an acid based disinfectant bowl cleaner. Please refer to the manufacturer's recommended practices on treating and cleaning the City's water-free urinals. (City will provide manufacturer's document on servicing water-free urinals.)
4. Clean, disinfect and refill all restroom dispensers. Toilet tissue, hand soap, seat covers, paper towels, sanitary supplies and deodorizers.
5. Wash and polish restroom mirrors, powder shelves, bright work, etc., including flushometers, piping and toilet seat hinges, light fixtures, disposal bins and tops of stall partitions.
6. Wash both sides of restroom toilet seats with germicidal solution.
7. Spot clean restroom doors, walls and partitions.
8. Plunge stopped up toilets and drains as necessary.
9. Leave report of any leaks or drains that remain plugged.
10. Empty and reline all wastebaskets and restroom disposal containers and

- remove trash to outside bin area.
11. Sweep and wet mop all hard-surface floors with cleaning/ disinfectant solution.
 12. Empty all recycle containers as needed and place material in outside recycle bin.
 13. Clean, sanitize, and polish all drinking fountains. Clean splash marks from walls around drinking fountain.
 14. Clean and polish kitchen, lunchroom and coffee areas, microwaves, counter areas, stove- tops, refrigerators, sinks, and tables.
 15. Vacuum all traffic areas of carpets, rugs, and entrance mats. Remove any staples, paper clips, etc. from carpets.
 16. Fill kitchen and lunchroom paper towel and cup dispensers.
 17. Sweep and mop stairs and stairway.

The following services shall be performed every Monday, Wednesday and Friday:

1. Spot clean carpet stains with rug cleaner.
2. Clean any glass top desks or counter areas with glass cleaner.
3. Remove smudges from doors, doorframes, handles, knobs and bars, woodwork and wall switches.
4. Remove finger marks, ink marks, graffiti, and smudges from tabletops, walls and counters.
5. Spot clean partitions, glass doors, glass or mirrored walls and display cases.
6. Vacuum all carpets and rugs COMPLETELY

The following services shall be performed every Monday:

1. Perform low dusting of chairs, bottoms of furniture, baseboards, etc.
2. Perform high dusting, such as tops of doorframes, partitions, air vents, etc.
3. Sweep all stairwells and clean handrails and banisters.
4. Dust all desks, tables, chairs, filing cabinet tops, cabinets, telephones, display stands, browsing racks, shelves, book returns, pen sets, wall pictures, window sills, bookcases and other office equipment using specially treated dust cloths. Desks and tables covered with papers excepted. Desk or cabinet tops will be thoroughly cleaned when left cleared.
5. Clean inside of microwaves.
6. Polish all metal door frames, kick, and push plates.
7. Wash the children's "cubbies" in the Youth Center with germicidal solution.
8. Wash kitchen cabinet doors in the Community Center.
9. Sweep and pick up leaves and debris from the Community Center patios; (One on the North side and one on the south side of the building).
10. Clean patio areas.

The following services shall be performed one day per month on either Monday or Wednesday of the first week of every month unless otherwise agreed to by Contractor and City:

1. Remove outer panels of air vents and dust interior airflow vents.
2. Machine scrub and wax all composition floors and vinyl floors.
3. Dust all blinds.
4. Vacuum all upholstered furniture, such as desk chairs, guest chairs, etc. Spot clean as necessary.
5. Clean out the grease trays on the Community Center stove.
6. Machine scrub front walkway under overhang.

The following service shall be performed each Quarter:

1. Clean the outside and inside of all windows in January, April, July, and October.
2. Perform high dusting, such as tops of bookshelves in January, April, July and October.
3. Power wash and scrub the front of the Community/Youth Center.

The following services shall be performed Semi-Annually:

1. Weekend steam extraction cleaning of all carpets. Methods and procedures must be approved by Contract Officer. Cleaning is to occur in April and November or a date to be determined by Contract Officer.
2. Completely empty and clean inside of refrigerators after a one-week notice to employees (October and April).

The following services shall be performed Annually:

1. Clean all blinds in April.

The following services shall be performed once per month at the Library:

1. Pressure wash terrace, walkways and patio.

Police Shooting Range - Located in the basement of Community Center

Janitorial Services:

Sweep the stairs and range floor.

Vacuum the office.

Dust for cobwebs in the office and range.

Clean the counters in the office.

Mop the range floor.

Hours of Work:

To be determined by Contract Officer. Scheduled in coordination with the Police Department. Police Supervision required on site during scheduled cleaning.

ITEM 3: SIGNAL HILL PARK RESTROOMS

HOURS OF WORK: 11 p.m. to 6 a.m.

The following services shall be performed every Monday through Saturday:

1. Clean and sanitize bowls, urinals, and sinks.
2. Clean and polish fixtures and tops of partitions.
3. Completely flush and clean restroom floors with germicidal detergent solution.
4. Spot clean restroom walls and partitions.
5. Report any vandalism and graffiti on inside or outside of restroom to City representative.
6. Clean, disinfect and polish all drinking fountains.
7. Clean splash marks from walls around drinking fountain.
8. Refill toilet rolls.
9. Plunge stopped up toilets and drains as necessary.

Restrooms to be cleaned before, during, and following conclusion of event.

ITEM 4: CITY YARD

2175 EAST 28TH STREET

Hours of Work: 5:30 p.m. to 6:00 a.m.

The City Yard facility is comprised of various buildings including offices, shops, and Well 9 facility. The following scope of work for the City Yard Facility shall incorporate all locations listed above.

The following services shall be performed every Monday through Friday:

1. Clean restroom, shower and locker room floors with germicidal detergent solution.
2. Clean restroom basins, countertops, and fixtures with a mild abrasive cleaner.
3. Clean restroom toilet bowls and urinals with an acid based disinfectant bowl cleaner. Please refer to the manufacturer's recommended practices on treating and cleaning the City's water-free urinals. (City will provide manufacturer's document on servicing water-free urinals.)
4. Clean, disinfect and refill all restroom and shower dispensers. Toilet tissue, hand soap, seat covers, paper towels, sanitary supplies and deodorizers.
5. Wash and polish restroom mirrors, powder shelves, bright work, etc., including flushometers, piping and toilet seat hinges, light fixtures, disposal bins and tops of stall partitions.
6. Wash both sides of restroom toilet seats with germicidal solution.
7. Spot clean restroom doors, walls, and partitions.
8. Plunge stopped up toilets and drains as necessary.
9. Leave report of any leaks or drains that remain plugged.
10. Empty and reline all wastebaskets and restroom disposal containers and remove trash to outside bin area.

11. Sweep and wet mop all hard-surface floors with cleaning/ disinfectant solution.
12. Empty all recycle containers as needed and place material in outside recycle bin.
13. Clean, sanitize, and polish all drinking fountains. Clean splash marks from walls around drinking fountain.
14. Clean and polish kitchen, lunchroom and coffee areas, microwaves, counter areas, stove- tops, refrigerators, sinks, and tables.
15. Vacuum all traffic areas of carpets, rugs, and entrance mats. Remove any staples, paper clips, etc. from carpets.
16. Fill kitchen and lunchroom paper towel and cup dispensers.

The following services shall be performed every Monday, Wednesday and

Friday:

1. Spot clean carpet stains with rug cleaner.
2. Clean any glass top desks or counter areas with glass cleaner.
3. Remove smudges from doors, doorframes, handles, knobs and bars, woodwork, and wall switches.
4. Remove finger marks, ink marks, graffiti, and smudges from tabletops, walls, and counters.
5. Spot clean partitions, glass doors, glass or mirrored walls, and display cases.

The following services shall be performed every Monday:

1. Perform low dusting of chairs, bottoms of furniture, baseboards, etc.
2. Perform high dusting, such as tops of doorframes, partitions, air vents, etc.
3. Vacuum all carpets and rugs COMPLETELY.
4. Sweep all stairwells and clean handrails and banisters.
5. Dust all desks, tables, chairs, filing cabinet tops, cabinets, telephones, display stands, browsing racks, shelves, book returns, pen sets, wall pictures, window sills, bookcases and other office equipment using specially treated dust cloths. Desks and tables covered with papers excepted. Desk or cabinet tops will be thoroughly cleaned when left cleared.
6. Clean inside of microwaves.
7. Polish all metal door frames, kick, and push plates.
8. Scrub and disinfect shower walls and doors.
9. Wash kitchen cabinet doors.
10. Clean patio areas.

The following services shall be performed one day per month on either Monday or Wednesday of the first week of every month unless otherwise agreed to by Contractor and City:

1. Remove outer panels of air vents and dust interior airflow vents.
2. Machine scrub and wax all composition floors, and hard floor surfaces including

- concrete and tile at restrooms, hallways, and locker rooms.
- 3. Dust all blinds.
- 4. Vacuum all upholstered furniture, such as desk chairs, guest chairs, etc. Spot clean as necessary.

The following service shall be performed each Quarter:

- 1. Clean the outside and inside of all windows in October, January, April and July.

The following services shall be performed Semi-Annually:

- 1. Weekend steam extraction cleaning of all carpets. Methods and procedures must be approved by Contract Officer. Cleaning is to occur in April and November or a date to be determined by Contract Officer.
- 2. Completely empty and clean inside of refrigerators after a one-week notice to employees (October and April).

The following services shall be performed ANNUALLY.

- 1. Clean all blinds in April.

ITEM 5: POLICE DEPARTMENT

2745 WALNUT AVENUE

HOURS OF WORK: 7:30 a.m. to 4 p.m.

Due to the sensitive nature of the Police Department facility, the Police Department requires that specifically assigned employees of the Contractor be pre-approved by the City prior to working inside the premises. On an actual work day, the assigned employee(s) shall serve as a day porter, and remain on-site for the entire 8-hour shift, to complete the below listed tasks. Each work shift, Contractor employee(s) shall sign-in and sign-out on the Police Department's Cleaning Crew Sign-in Sheet.

The Contractor shall perform the below scope of services in the Police Department facility, every **Monday through Sunday**. The tasks to be performed for each room of the facility are outlined in detail by specific room/area.

Basic Skills:

All day porters will be trained and possess all of the necessary skills for custodial maintenance, to include general knowledge for the acceptable performance of the tasks listed. The day porters must be able to communicate effectively in both written and verbal English. The day porters shall be capable of productive work in an independent, unsupervised manner, working with minimum direction. Only personnel meeting these qualifications shall be employed in this work. Any person failing to meet these requirements, or who is otherwise unsatisfactory, shall be replaced immediately at the discretion of the City.

In addition to the below tasks, day porter shall regularly inspect and service all restrooms, especially all public use restrooms, to ensure floors and walls are clean and free from debris and all dispensers are full.

Inspect and clean any and all accumulations of dirt, debris, and spills in all public hallways, corridors, entrances, exits, stairs, and stairwells.

Report any general maintenance deficiencies directly to the contract administrator or the Public Works Department at (562) 989-7250. The day porter shall give a full description and location of the work required. On occasion, the Day Porter may be required to assist repair personnel with location clean-up during an emergency.

The following service shall be performed each Quarter:

1. Clean the outside and inside of all windows in January, April, July and October.
2. Off-hours power scrub stone tiled floors.
3. Off-hours power scrub and wax composition tile floors.

The following services shall be performed Semi-Annually:

1. Weekend steam extraction cleaning of all carpets. Methods and procedures must be approved by Contract Officer. Cleaning is to occur in April and November or a date to be determined by Contract Officer.
2. Completely empty and clean inside of refrigerators after a one-week notice to employees (October and April).

The following services shall be performed Annually:

1. Clean all blinds in April.
2. Dry clean all curtains in May.

The following services shall be performed Monday to Sunday:

PUBLIC LOBBY

Clean glass windows, and bullet resistant glass using proper cleaning products and methods, clean doors, door jambs, and light switches, telephones and door handles. Clean window ledges. Clean hangings, paintings, pictures, cabinets and doorjambs and decorative items. Clean and dust the magazine rack. Dust mop to remove cobwebs, dust and lint from walls. Mop floor and vacuum using the powered vacuum. Spot clean carpets, and wipe down and clean benches. Clean, dust, then disinfect public countertop. Wipe down the cabinet doors to the jail visitation system and then clean that workstation including the monitor, and the floor.

PUBLIC RESTROOM

Empty trash, clean ceiling, re-supply soap/towels/tissues, etc., sweep floors, scrub sinks/toilets/urinals (especially walls behind urinals and toilets) and fixtures with disinfectant, wash walls, dry sinks and chrome/stainless fixtures with towels, wipe down partitions, mop floors with disinfectant and wash doors inside and out.

HALLWAYS

Dust mop floor, wash doors and door knobs and jambs, dust ledges & window sills, clean, then disinfect drinking fountains, dust and wipe down light switches, pictures, outlets and other hanging items. Remove boot marks from floors and walls, and the chair rails. Clean and dust name plaques.

EOC RESTROOMS

Empty trash, clean ceiling, re-supply soap/towels/tissues, etc., sweep floors, scrub sinks/toilets/urinals (especially walls behind urinals and toilets) and fixtures with disinfectant, wash walls, dry sinks and chrome/stainless fixtures with towels, wipe down partitions, mop floors with disinfectant and wash doors inside and out. Empty trash/replace liners, empty recycle bins if applicable, empty pencil sharpeners, pick up debris, re-supply soap/towels, wipe down chrome/stainless fixtures, wipe outlets and switches down, arrange furniture, dust high/low, dust cabinet tops and desktops and all furniture. Spot clean carpets as needed, vacuum floors using powered vacuum, wash doors inside/outside and door jamb. Clean doorknobs and telephones and computers, monitors, photocopiers and printers dusted and wiped down. Dust pictures. Clean inside windows and ledges. Clean and dust countertops, filing cabinets and shelves. Dust roll down door with wood cleaning product such as pledge. Clean sink, coffee maker, and countertops. Clean inside and outside of microwave. Clean outside patio furniture.

ADMINISTRATIVE OFFICES - CHIEF, CAPT., LT.

Empty trash, pick up debris, arrange furniture, spot clean carpet stains, vacuum floors, clean door, door handles, and door jambs, wipe down light switches and outlets. Clean, dust then disinfect table and chairs, wipe down phone, dust furniture and items on shelves.

CHIEF'S RESTROOM

Empty trash, clean ceiling, re-supply soap/towels/tissues, etc., sweep floors, scrub sinks/toilets/urinals (especially walls behind urinals and toilets) and fixtures with disinfectant, wash walls, dry sinks and chrome/stainless fixtures with towels, wipe down partitions, mop floors with disinfectant and wash doors inside and out.

ADMINISTRATION - CONFERENCE, SITTING AREA, ADMIN. ASSISTANT AREA, SECURE FILE STORAGE ROOM

Empty trash/replace liners, empty recycle bins if applicable, empty pencil sharpeners, pick up debris, re-supply soap/towels, wipe down chrome/stainless fixtures, wipe outlets and switches down, arrange furniture, dust high/low, dust cabinet tops and desktops and all furniture. Spot clean carpets as needed, vacuum floors using powered vacuum, wash doors inside/outside and door jamb. Clean doorknobs and telephones and computers, monitors, photocopiers and printers dusted and wiped down. Dust pictures. Clean inside windows and ledges. Clean and dust countertops, filing cabinets and shelves. Clean sink, coffee maker, coffee pots and countertops.

RECORDS BUREAU- INCLUDING RECORDS SUPERVISOR OFFICE

Empty trash/replace liners, empty recycle bins if applicable, empty pencil sharpeners, pick up debris, re-supply soap/towels, wipe down chrome/stainless fixtures, wipe outlets and switches down, arrange furniture, dust high/low, dust cabinet tops and desktops and all furniture. Spot clean carpets as needed, vacuum floors using powered vacuum, wash

doors inside/outside and door jamb. Clean doorknobs and telephones and computers, monitors, photocopiers and printers dusted and wiped down. Dust pictures. Clean lobby window using the correct cleaning products and methods. Dust and clean lobby countertop. Clean inside windows and ledges. Clean and dust countertops, filing cabinets and shelves.

COMMUNICATIONS - INCLUDING BREAK AREA

Empty trash/replace liners, empty recycle bins if applicable, empty pencil sharpeners, pick up debris, re-supply soap/towels, wipe down chrome/stainless fixtures, wipe outlets and switches down, arrange furniture, dust high/low, dust cabinet tops and desktops and all furniture. Spot clean carpets as needed, vacuum floors using powered vacuum, wash doors inside/outside and door jamb. Clean doorknobs and telephones and computers, monitors, photocopiers and printers dusted and wiped down. Dust pictures. Clean inside windows and ledges. Clean and dust countertops, filing cabinets and shelves. Clean sink, coffee maker, and countertops. Dust mop linoleum floor. Clean outside and inside of refrigerator, and microwave. Wipe down lockers.

COMMUNICATIONS RESTROOM

Empty trash, clean ceiling, re-supply soap/towels/tissues, etc., sweep floors, scrub sinks/toilets/urinals (especially walls behind urinals and toilets) and fixtures with disinfectant, wash walls, dry sinks and chrome/stainless fixtures with towels, wipe down partitions, mop floors with disinfectant and wash doors inside and out.

COPY ROOM

Dust cabinets, empty pencil sharpeners, empty trash cans, re-supply paper towels and soap if needed, wash counters, clean coffee maker and pots, wipe down copier, and other equipment, pick up debris, wash doors, dust mop or vacuum floor as appropriate.

DETECTIVE BUREAU- INCLUDING DET. SGT. OFFICE

Empty trash/replace liners, empty recycle bins if applicable, empty pencil sharpeners, pick up debris, re- supply soap/towels, wipe down chrome/stainless fixtures, wipe outlets and switches down, arrange furniture, dust high/low, dust cabinet tops and desktops and all furniture. Spot clean carpets as needed, vacuum floors using powered vacuum, wash doors inside/outside and door jamb. Clean door knobs and telephones and computers, monitors, photocopiers and printers dusted and wiped down. Dust pictures. Clean inside windows and ledges. Clean and dust countertops, filing cabinets and shelves.

WATCH COMMANDER OFFICE

Empty trash/replace liners, empty recycle bins if applicable, empty pencil sharpeners, pick up debris, re-supply soap/towels, wipe down chrome/stainless fixtures, wipe outlets and switches down, arrange furniture, dust high/low, dust cabinet tops and desktops and all furniture. Spot clean carpets as needed, vacuum floors using powered vacuum, wash doors inside/outside and door jamb. Clean doorknobs and telephones and computers, monitors, photocopiers and printers dusted and wiped down. Dust pictures. Clean inside windows and ledges. Clean and dust countertops, filing cabinets and shelves.

VOLUNTEER SERVICES OFFICE

Empty trash/replace liners, empty recycle bins if applicable, empty pencil sharpeners, pick up debris, re-supply soap/towels, wipe down chrome/stainless fixtures, wipe outlets and switches down, arrange furniture, dust high/low, dust cabinet tops and desktops and all furniture. Spot clean carpets as needed, vacuum floors using powered vacuum, wash doors inside/outside and door jamb. Clean doorknobs and telephones and computers, monitors, photocopiers and printers dusted and wiped down. Dust pictures.

Clean inside windows and ledges. Clean and dust countertops, filing cabinets and shelves.

REPORT WRITING ROOM

Empty trash/replace liners, empty recycle bins if applicable, empty pencil sharpeners, pick up debris, re-supply soap/towels, wipe down chrome/stainless fixtures, wipe outlets and switches down, arrange furniture, dust high/low, dust cabinet tops and desktops and all furniture. Spot clean carpets as needed, vacuum floors using powered vacuum, wash doors inside/outside and door jamb. Clean doorknobs and telephones and computers, monitors, photocopiers and printers dusted and wiped down. Dust pictures. Clean and dust countertops, filing cabinets and shelves. Remove boot marks from walls and other locations.

KITCHEN/BREAK ROOM

Wash tables, dust room, take out trash, pick up debris, wash doors and windows, wash sink and countertop, re-supply soap and paper towels as needed, dust mop floors and mop. Wipe down TV and vending machines, clean and disinfect trash cans, clean outside and inside of refrigerator. Clean coffee maker and pots, empty filter. Clean inside and outside of microwave. Wipe down and clean outdoor furniture, and ensure that barbeque is clean, covered and ready to be used.

WOMEN'S RESTROOM - SHOWERS

Empty trash, clean ceiling, re-supply soap/towels/tissues, etc., sweep floors, scrub showers sinks/toilets/urinals (especially walls behind toilets) and fixtures with disinfectant, wash walls, dry sinks and chrome/stainless fixtures with towels, wipe down partitions, mop floors with disinfectant and wash doors inside and out.

WOMEN'S SLEEP ROOM

Empty trash, pick up debris, remove linens if left in there, wipe off mattresses, arrange furniture, spot clean floors, dust furniture, wash doors and jambs, clean walls, vacuum floors, wipe off light fixtures, switches and outlets.

WOMEN'S LOCKER ROOM

Empty trash cans; pick up debris, dust mop floors, wash doors, door handles and jambs. Wipe down metal fixtures, dust lockers and other areas. Remove boot marks from floors, walls, and lockers. Wipe off phones, clean walls.

EXERCISE ROOM

Empty trash cans; pick up debris, sweep floors, and vacuum corners, wash doors, door handles and jambs. Wipe down and disinfect exercise equipment, wipe down metal fixtures, dust lockers and other areas. Remove marks from walls. Wipe off phone, clean walls. Wipe off window sills and clean windows, wipe down TV.

MEN'S RESTROOM

Empty trash cans, clean ceiling, re-supply soap/towels/tissues, etc., sweep floors, scrub showers/sinks/toilets/urinals (especially walls behind urinals and toilets) and fixtures with disinfectant, wash walls, dry sinks and chrome/stainless fixtures with towels, wipe down partitions, mop floors with disinfectant and wash doors inside and out.

MEN'S LOCKER ROOM

Empty trash cans; pick up debris, dust mop floors, wash doors, door handles and jambs. Wipe down metal fixtures, dust lockers and other areas. Remove boot marks from floors, walls, and lockers. Wipe off phones, clean walls.

MEN'S SLEEP ROOM

Empty trash, pick up debris, remove linens if left in there, wipe off mattresses, arrange furniture, spot clean floors, dust furniture, wash doors and jambs, clean walls, vacuum floors, wipe off light fixtures, switches and outlets.

BRIEFING ROOM - INCLUDES MAILBOX AREA

Empty trash/replace liners, empty recycle bins if applicable, clean white boards and their trays, pick up debris, wipe down chrome/stainless fixtures, wipe outlets and switches down, arrange furniture, dust high/low, dust cabinet tops and desktops and all furniture. Spot clean carpets as needed, vacuum floors using powered vacuum, wash doors inside/outside and door jamb. Clean doorknobs and telephones and computers, monitors, photocopiers and printers dusted and wiped down. Dust pictures. Clean and dust countertops, filing cabinets and shelves. Remove boot marks from walls and other locations.

JUVENILE DETENTION ROOM

Wash windows and ledges, clean walls, pick up debris, wash doors, dust mop or vacuum floor as appropriate.

JUVENILE DETENTION RESTROOM

Empty trash, clean ceiling, re-supply soap/towels/tissues, etc., sweep floors, scrub sinks/toilets/urinals (especially walls behind urinals and toilets) and fixtures with disinfectant, wash walls, dry sinks and chrome/stainless fixtures with towels, wipe down partitions, mop floors with disinfectant and wash doors inside and out.

CUSTODIAL ROOM AND STORAGE ROOM

Clean custodial cart, equipment & tools, re-stock cart if needed, store in proper location, clean custodial sink, organize custodial supplies, and clean custodial room, and wet mop.

COMPOUND (Except Trash Cans)

Sweep concrete walkways as needed, pick up trash and litter, remove cobwebs from buildings. Empty trash cans and replace liners. Dust outdoor lockers, ensure that parking lot is clean, clear of excess dirt and debris, and periodically clean windows outside. Clean doors. Wipe down stainless steel drip edge surrounding the building.

**ITEM 6: DISCOVERY WELL PARK
(COMMUNITY ROOM AND RESTROOMS)
2200 TEMPLE AVENUE
HOURS OF WORK: 11 p.m. to 6 a.m.**

The following services shall be performed every Monday to Sunday:

1. Clean restroom floors with germicidal detergent solution.
2. Clean restroom basins, countertops, and fixtures with a mild abrasive cleaner.
3. Clean restroom toilet bowls and urinals with an acid based disinfectant bowl cleaner. Please refer to the manufacturer's recommended practices on treating and cleaning the City's water-free urinals. (City will provide manufacturer's document on servicing water-free urinals.)
4. Clean, disinfect and refill all restroom dispensers. Toilet tissue, hand soap, seat covers, paper towels, sanitary supplies and deodorizers.
5. Wash and polish restroom mirrors, powder shelves, bright work, etc., including flushometers, piping and toilet seat hinges, light fixtures, disposal bins and tops of stall partitions.
6. Wash both sides of restroom toilet seats with germicidal solution.
7. Spot clean restroom doors, walls and partitions.
8. Plunge stopped up toilets and drains as necessary.
9. Leave report of any leaks or drains that remain plugged.
10. Empty and reline all wastebaskets and restroom disposal containers and remove trash to outside bin area.
11. Sweep and wet mop all hard-surface floors with cleaning/ disinfectant solution.
12. Empty all recycle containers as needed and place material in outside recycle bin.
13. Clean, sanitize, and polish all drinking fountains. Clean splash marks from walls around drinking fountain.
14. Clean and polish kitchen, lunchroom and coffee areas, microwaves, counter areas, stove-tops, refrigerators, sinks, and tables.
15. Vacuum all traffic areas of carpets, rugs, and entrance mats. Remove any staples, paper clips, etc. from carpets.
16. Fill kitchen and lunchroom paper towel and cup dispensers.

The following services shall be performed every Monday, Wednesday and Friday:

1. Spot clean carpet stains with rug cleaner (no carpet at location at this time).
2. Clean any glass top desks or counter areas with glass cleaner.
3. Remove smudges from doors, doorframes, handles, knobs and bars, woodwork and wall switches.
4. Remove finger marks, ink marks, graffiti, and smudges from tabletops, walls and counters.

5. Spot clean partitions, glass doors, glass or mirrored walls and display cases.

The following services shall be performed every Monday:

1. Perform low dusting of chairs, bottoms of furniture, baseboards, etc.
2. Perform high dusting, such as tops of doorframes, partitions, air vents, etc.
3. Vacuum all carpets and rugs COMPLETELY. (no carpet at this time)
4. Sweep all stairwells and clean handrails and banisters.
5. Dust all desks, tables, chairs, filing cabinet tops, cabinets, telephones, display stands, browsing racks, shelves, book returns, pen sets, wall pictures, window sills, bookcases and other office equipment using specially treated dust cloths. Desks and tables covered with papers excepted. Desk or cabinet tops will be thoroughly cleaned when left cleared.
6. Clean inside of microwaves.
7. Polish all metal door frames, kick, and push plates.
8. Wash kitchen cabinet doors.
9. Clean patio areas.

The following services shall be performed every Monday or Wednesday of the first week of every month unless otherwise agreed to by the Contractor and City:

1. Remove outer panels of air vents and dust interior airflow vents.
2. Machine scrub and wax all composition floors and tile floors.
3. Dust all blinds.
4. Vacuum all upholstered furniture, such as desk chairs, guest chairs, etc. Spot clean as necessary.

The following services shall be performed each quarter :

1. Clean the outside and inside of all windows in October, January, April and July.

The following services shall be performed semi-annually:

1. Weekend steam extraction cleaning of all carpets. Methods and procedures must be approved by Contract Officer. Cleaning is to occur in April and November or a date to be determined by Contract Officer. (No carpets at this time.)
2. Completely empty and clean inside of refrigerators after a one-week notice to employees (October and April).
- 3.

ITEM 7: PRESSURE WASHING AT CITYWIDE PARKS

The Contractor shall pressure wash designated areas at various City Parks on a weekly (W) or biweekly (B) schedule, as outlined below:

Pressure Washing at City Parks – Frequency Table

City Park	Playground	Shelters	Picnic	Benches	Trashcans	Walkways	Frequency
Signal Hill Park 2175 Cherry Ave.	X	X	X	X	X	X	W
Discovery Well Park 2200 Temple Ave.	X	X	X	X	X	X	W
Reservoir Park 3315 Gundry Ave.	X	X	X	X	X	X	W
Calbrisis Park 2451 California Ave.	X		X	X	X	X	B
Hilltop Park 2351 Dawson Ave.		X	X	X	X	X	W
Signal Hill Dog Park 3100 California Ave.				X	X	X	W
Sunset View 2300 Skyline Dr.				X	X	X	B
Raymond Arbor Park 1881 Raymond Ave	X		X	X	X	X	B
Heritage Point Park 1901 Creston Ave.				X	X	X	B
Hillbrook Park 2175 Cherry Ave.	X	X	X	X	X	X	W

The contractor will perform all services during the designated hours of 7:00 a.m. to 11:00 a.m. Monday through Friday, to minimize disruption. The scope of work includes hot pressure washing of all walkways, shelter areas, benches, picnic tables, and trashcans as described above. The selected contractor shall use “Simple Green Oxy Solve” or a chemical determined to be an approved equal by the City. The estimated total time required for pressure washing services is 20 hours per week.

ITEM 8: PORTABLE RESTROOM TRAILER CLEANING

(As requested basis only)

Contractor will provide services for the portable restroom trailer an as-requested basis. The number of cleaning events per year may change. City shall pay for the services of cleaning the portable restroom trailer only when a cleaning event actually occurs.

1. Clean restroom basins, countertops, and fixtures with a mild abrasive cleaner.
2. Clean restroom toilet bowls and urinals with an acid based disinfectant bowl cleaner. Please refer to the manufacturer's recommended practices on treating and cleaning water- free urinals. (City will provide manufacture's document on servicing water-free urinals).
3. Clean, disinfect, and refill all restroom dispensers. Toilet tissue, hand soap, seat covers, paper towels, sanitary supplies and deodorizers.
4. Wash and polish restroom mirrors, powder shelves, bright work, etc.
5. Wash both sides of restroom toilet seats with germicidal solution.
6. Spot clean restroom doors, walls, and partitions.
7. Empty and reline all wastebaskets and restroom disposal containers and

remove trash to outside bin area.

8. Sweep and wet mop all hard-surface floors with cleaning/disinfectant solution.

ITEM 9: P.R.I.D.E BUILDING CLEANING

(As requested basis only)

Contractor will provide services for the P.R.I.D.E Building on an as-requested basis. The number of cleaning events per year may change. City shall pay for the services of cleaning the P.R.I.D.E building only when a cleaning event actually occurs.

1. Clean restroom basin, countertop, and fixtures with a mild abrasive cleaner.
2. Clean restroom toilet bowl and urinal with an acid based disinfectant bowl cleaner.
3. Clean, disinfect and refill restroom dispenser. Refill toilet tissue, hand soap, seat cover, paper towels, sanitary supplies and deodorizers.
4. Wash and polish restroom mirror, powder shelves, bright work, etc., including flushometers, piping and toilet seat hinges, light fixtures, disposal bins and tops of stall partition.
5. Wash both sides of restroom toilet seat with germicidal solution.
6. Spot clean restroom door, walls and partitions.
7. Plunge stopped up toilet and drain as necessary.
8. Leave report of any leaks or drains that remain plugged.
9. Empty and reline all wastebaskets and restroom disposal containers and remove trash to outside bin area.
10. Vacuum all traffic areas of carpets, rugs, and entrance mats. Remove any staples, paper clips, etc. from carpets.
11. Dust all desks, tables, chairs, filing cabinet tops, cabinets, telephones, display stands, browsing racks, shelves, book returns, pen sets, wall pictures, window sills, bookcases and other office equipment using specially treated dust cloths. Desks and tables covered with papers excepted. Desk or cabinet tops will be thoroughly cleaned when left cleared.

Exhibit “B”
Schedule of Maintenance Services

Contractor shall perform all services with the term of the Agreement and in accordance with the Specifications set forth under Exhibit “A” and Exhibit “A-1”.

Exhibit “C”
Compensation

Item	Facility	Address	SF	Schedule	Monthly Lump Sum
1A	City Hall (Council Chambers only for the first six (6) months.	2175 Cherry Ave.	15,482	Every Monday-Friday (7 pm - 6 am)	\$996.00
1B	City Hall	2175 Cherry Ave.	15,482	Every Monday-Friday (7 pm – 6 am)	\$1,941.00
2	Signal Hill Public Library/Community Center/ Police Shooting Range	1800 E. Hill St.	12,486	Every Monday-Saturday (11 pm- 6 am)	\$2,583.00
3	Signal Hill Park Restrooms	Various	Various	Every Monday – Saturday (11 pm – 6 am)	\$650.00
4	City Yard	2175 E. 28 th St.	Various	Every Monday-Friday (5:30 pm – 6 am)	\$1,266.00
5	Police Department	2745 Walnut	21,844	Every Monday-Sunday (7:30 am- 4 pm)	\$6,537.00
6	Discovery Well Park (Community Rom and Restrooms)	2200 Temple Ave.	1,681	Every Monday-Sunday (11 pm- 6 am)	\$821.00
7	Pressure Washing at Citywide Parks	Please refer to the “Pressure Washing at City Parks – Frequency Table” as shown on Exhibit “A”			\$7,935.00
Total Monthly Cost for all facilities				First Six Months	\$20,788.00
				Ongoing	\$21,733.00
Total Annual Contract Cost					\$255,126.00

EXTRA SERVICES		
Note: These services are not part of the Total Annual Price, but should reflect the costs of unscheduled, requested services not included in the scheduled services		
ITEM		COST PER HOUR /SHIFT
1	Portable Restroom Trailer Cleaning, for cleaning based on tasks in Exhibits A and A-1	\$ <u>120</u> Per cleaning shift
2	PRIDE Building, for cleaning based on tasks in Exhibits A and A-1	\$ <u>240</u> Per cleaning shift
3	ONE CUSTODIAN, WEEKDAYS BETWEEN 8:00 AM AND 6:00 PM	\$ <u>40</u> Per hour
4	ONE CUSTODIAN, WEEKNIGHTS BETWEEN 6:00	\$ <u>40</u> Per hour
5	ONE CUSTODIAN, WEEKENDS	\$ <u>45</u> Per hour
6	FURNITURE SHAMPOO	\$ <u>30</u> Per furniture piece
7	CARPET SHAMPOO	\$ <u>0.14</u> Per square foot
8	WAX/BUFF FLOORS	\$ <u>0.30</u> Per square foot

Contractor shall provide a Performance Bond and Payment Bond pursuant to Sections 3.2.12.1 and 3.2.12.2 of this Agreement, executed by a surety meeting the qualifications described in Section 3.2.12.4.

In the event that this Agreement is renewed pursuant to Section 3.1.2, the rates set forth above may be increased or reduced each year at the time of renewal, but any increase shall not exceed the Consumer Price Index, All Urban Consumers, Los Angeles-Riverside-Orange Counties.

EXHIBIT "D"

INSURANCE REQUIREMENTS

1.1 Insurance.

1.1.1 Time for Compliance. Contractor shall not commence work under this Agreement until it has provided evidence satisfactory to the City that it has secured all insurance required under this section. In addition, Contractor shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to the City that the subcontractor has secured all insurance required under this section.

1.1.2 Types of Insurance Required. As a condition precedent to the effectiveness of this Agreement for work to be performed hereunder, and without limiting the indemnity provisions of the Agreement, the Contractor, in partial performance of its obligations under such Agreement, shall procure and maintain in full force and effect during the term of the Agreement the following policies of insurance. If the existing policies do not meet the insurance requirements set forth herein, Contractor agrees to amend, supplement or endorse the policies to do so.

(A) **Commercial General Liability:** Commercial General Liability Insurance which affords coverage at least as broad as Insurance Services Office "occurrence" form CG 0001, or the exact equivalent, with limits of not less than \$1,000,000 per occurrence and not less than \$2,000,000 in the general aggregate. Defense costs shall be paid in addition to the limits. The policy shall contain no endorsements or provisions (1) limiting coverage for contractual liability; (2) excluding coverage for claims or suits by one insured against another (cross-liability); or (3) containing any other exclusion(s) contrary to the terms or purposes of this Agreement.

(B) **Automobile Liability Insurance:** Automobile Liability Insurance with coverage at least as broad as Insurance Services Office Form CA 0001 covering "Any Auto" (Symbol 1), or the exact equivalent, covering bodily injury and property damage for all activities with limits of not less than \$1,000,000 combined limit for each occurrence. [***NOTE: If Contractor does not own any company vehicles or may not be able to purchase a Business Automobile Insurance Policy, the requirement may be satisfied by providing either of the following: (1) a Personal Automobile Liability policy for the Contractor's own vehicle stipulating "Automobile Liability Insurance with a limit of not less than \$1,000,000 each accident"; or (2) a non-owned auto endorsement to the Commercial General Liability policy if Contractor uses vehicles of others (e.g., vehicles of employees).

(C) **Workers' Compensation:** Workers' Compensation Insurance, as required by the State of California and Employer's Liability Insurance with a limit of not less than \$1,000,000 per accident for bodily injury and disease.

(D) **Contractors Pollution Liability:** Contractors Pollution Liability Insurance covering all of the contractor's operations to include onsite and offsite coverage for bodily injury (including death and mental anguish), property damage, defense costs and cleanup costs with minimum limits of \$5,000,000 per loss and \$10,000,000 total all losses. The policy shall contain no endorsements or provisions limiting contractual liability or coverage for cross liability of claims or suits by one insured against another.

If coverage is written on a claims-made basis, the retroactive date shall precede the effective date of the initial Agreement and continuous coverage will be maintained or an extended reporting period will be exercised for a period of at least three (3) years from termination or expiration of this Agreement.

1.1.3 Endorsements. Required insurance policies shall contain the following provisions, or Contractor shall provide endorsements on forms approved by the City to add the following provisions to the insurance policies:

(A) Commercial General Liability and Contractor's Pollution Liability"

(1) Additional Insured: The City, its officials, officers, employees, agents, and volunteers shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Agreement. For all policies of Commercial General Liability insurance, Contractor shall provide endorsements in the form of ISO CG 20 10 01 and 20 37 10 01 (or endorsements providing the exact same coverage) to effectuate this requirement.

Additional Insured Endorsements shall not (1) be restricted to "ongoing operations"; (2) exclude "contractual liability"; (3) restrict coverage to "sole" liability of Contractor; or (4) contain any other exclusions contrary to the terms or purposes of this Agreement.

(2) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(B) Automobile Liability:

(1) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(C) Workers' Compensation:

(1) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(2) Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the City, its officials, officers, employees, agents, and volunteers.

1.1.4 Primary and Non-Contributing Insurance. All policies of Commercial General Liability and Automobile Liability insurance shall be primary and any other insurance, deductible, or self-insurance maintained by the City, its officials, officers, employees, agents or volunteers shall not contribute with this primary insurance. Policies shall contain or be endorsed to contain such provisions.

1.1.5 Waiver of Subrogation. All required policies of Commercial General Liability and Automobile Liability insurance shall contain or be endorsed to waive subrogation against the City, its officials, officers, employees, agents, and volunteers or shall specifically allow Contractor or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Contractor hereby waives its own right of recovery against the City, its officials, officers, employees, agents and volunteers and shall require similar written express waivers and insurance clauses from each of its subcontractors.

1.1.6 Deductibles and Self-Insured Retentions. Any deductible or self-insured retention must be approved in writing by the City and shall protect the City, its officials, officers, employees, agents and volunteers in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

1.1.7 Evidence of Insurance. The Contractor, concurrently with the execution of the Agreement, and as a condition precedent to the effectiveness thereof, shall deliver either certified copies of the required policies, or original certificates on forms approved by the City, together with all endorsements affecting each policy. Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for approval. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15 days) prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or reduced and not replaced immediately so as to avoid a lapse in the required coverage, Contractor shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

1.1.8 Failure to Maintain Coverage. In the event any policy of insurance required under this Contract does not comply with these specifications or is canceled and not replaced immediately so as to avoid a lapse in the required coverage, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Contractor or City will withhold amounts sufficient to pay premium from Contractor payments. In the alternative, City may cancel this Agreement.

1.1.9 Acceptability of Insurers. Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and authorized to transact business of insurance in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

1.1.10 Enforcement of Contract Provisions (non estoppel). Contractor acknowledges and agrees that actual or alleged failure on the part of the City to inform Contractor of non-compliance with any requirement imposed no additional obligation on the City nor does it waive any rights hereunder.

1.1.11 Requirements Not Limiting. Requirement of specific coverage or limits contained in this section are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance.

1.1.12 Insurance for Subcontractors. Contractor shall include all subcontractors engaged in any work for Contractor relating to this Agreement as additional insureds under the

Contractor's policies, or the Contractor shall be responsible for causing subcontractors to purchase the appropriate insurance in compliance with the terms of these Insurance Requirements, including adding the City, its officials, officers, employees, agents and volunteers as Additional Insureds to the subcontractor's policies. All policies of Commercial General Liability insurance provided by Contractor's subcontractors performing work relating to this Agreement shall be endorsed to name the City, its officials, officers, employees, agents and volunteers as additional insureds using endorsement form ISO CG 20 38 04 13 or an endorsement providing equivalent coverage. Contractor shall not allow any subcontractor to commence work until it has received satisfactory evidence of subcontractor's compliance with all insurance requirements under this Agreement, to the extent applicable. The Contractor shall provide satisfactory evidence of compliance with this section upon request of the City.

RESOLUTION 2025-07-XXXX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SIGNAL HILL, CALIFORNIA, AMENDING THE ADOPTED
BUDGET AND AUTHORIZING BUDGET
APPROPRIATIONS FOR FISCAL YEAR 2025-26**

WHEREAS, the City Council approves the appropriation of funds for the purpose stated below.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SIGNAL
HILL, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. To authorize budget adjustment 26-004 of the FY 2025-26 Budget as follows:

Purpose: Custodial Maintenance Agreement

Fund	Dept	Object	Project	Description	Amount
1) Custodial Maintenance Agreement					
100	92	5521		Cleaning Services	\$37,063

Section 2. To add the above-referenced adjustments to the Budget Adjustment Status Report (Exhibit A).

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Signal Hill, California, on this 8th day of July, 2025.

KEIR JONES
MAYOR

ATTEST:

DARITZA GONZALEZ
CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF SIGNAL HILL)

I, DARITZA GONZALEZ, City Clerk of the City of Signal Hill, California, hereby certify that Resolution No. 2025-07-XXXX was adopted at a regular meeting of the City Council of the City of Signal Hill held on the 8th day of July 2025 and that the same was adopted by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

DARITZA GONZALEZ
CITY CLERK

CITY OF SIGNAL HILL - SUMMARY OF BUDGET ADJUSTMENTS - FY 2025-26

Budget Adjustment #	Council Date	Description	Revenues	Expenditures	Capital Outlay	Transfers In	Transfers Out	Net Change
General Fund - 100								
		Adopted	38,418,037.53	37,735,806.60	682,230.93	1,250,540.00	1,622,770.93	-
		Adjusted	38,418,037.53	37,735,806.60	682,230.93	1,250,540.00	1,622,770.93	Total -
Capital Improvement Reserves - 113								
		Adopted	-	-	-	-	2,230,541.58	-
		Adjusted	-	-	-	-	2,230,541.58	Total -
Prop A - 202		Adopted	321,190.00	320,375.38	-	-	-	
BA 26-002	6/24/2025			120,802.00				(120,802.00)
		Adjusted	321,190.00	441,177.38	-	-	-	Total (120,802.00)
Capital Grants Fund - 240								
		Adopted	3,774,998.00	-	-	-	3,774,998.00	-
		Adjusted	3,774,998.00	-	-	-	3,774,998.00	Total -
Capital Improvements - CIP - 400								
		Adopted	-	-	13,609,635.02	13,609,635.02	-	-
		Adjusted	-	-	13,609,635.02	13,609,635.02	-	Total -
Water Operations Fund - 500								
BA 26-001	6/24/2025	Adopted	8,096,487.00	7,955,525.00	6,837,795.00	79,742.00	-	(1,765,577.00)
					1,765,577.00			-
		Adjusted	8,096,487.00	7,955,525.00	8,603,372.00	79,742.00	-	Total (1,765,577.00)

Notes: If the net change is positive, there is an overall increase to the Fund Balance. If negative, there is an overall reduction to the Fund Balance.



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal
Hill, California 90755-3799

STAFF REPORT

7/8/2025

AGENDA ITEM

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

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: THOMAS BEKELE
PUBLIC WORKS DIRECTOR/CITY ENGINEER**

**SUBJECT: FINAL ACCEPTANCE OF THE HILLBROOK PARK IMPROVEMENT PROJECT
(PROJECT NO. 80.23007) PURSUANT TO THE PUBLIC WORKS CONTRACT WITH
GREEN GIANT LANDSCAPING, INCORPORATED**

Summary:

In February 2021, the City Council approved the 2021 Parks and Recreation Master Plan and authorized staff to create a Prioritization and Implementation Plan (PIP), which included the renovation and redesign of Hillbrook Park. On February 27, 2024, the City Council awarded a contract to Green Giant Landscaping, Incorporated, for the Hillbrook Park Improvement Project after an extensive community outreach effort. Staff also successfully received supplemental funding for the park project to add water conservation and sustainability elements, which are eligible for funding through the Metropolitan Water District. The contractor has performed the scope of work in compliance with the project plans and specifications and to the satisfaction of the Public Works Department. Staff is requesting the City Council declare final acceptance of the project as completed through a Public Works Contract with Green Giant Landscaping, Incorporated, for a final contract amount of \$1,785,401.21 and to direct staff to record a notice of completion with the Los Angeles County Recorder's office and thereafter process the retention release on the contract.

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.

Recommendations:

1. Accept the work in conformance with the plans and specifications for the Hillbrook Park Improvement Project in accordance with the contract entered into between the Green Giant Landscaping, Incorporated and the City of Signal Hill and authorize the City Manager to execute the Notice of Completion; and
2. Direct staff to record the Notice of Completion with the Los Angeles County Registrar-Recorder's office.

Fiscal Impact:

The City's Capital Improvement Project budget for the Hillbrook Park Improvement Project is \$2,259,623. The City Council awarded a contract to Green Giant Landscaping, Incorporated for the project in the amount of \$1,799,000 and authorized a contingency in the amount of \$60,000, for a total not-to-exceed amount of \$1,859,000. The final construction contract amount was \$1,785,401.21 without the need to utilize contract contingency.

The total project costs, including payments to Green Giant Landscaping, Incorporated, construction management and project design expenses, amounted to \$1,948,568.70. The budget savings for the project amounted to \$311,054.30, with \$31,000 of those funds representing savings from Metropolitan Water District Member Agency Administered Program (MAAP) grant funding allocation. Staff ensured that every reimbursable project expense was properly expensed against the grant funding and because of the project's overall cost efficiency and the savings achieved, there were no additional applicable expenses to allocate the remaining \$31,000 from the MAAP grant. As a result, the total budget savings for the project amounted to \$311,054.30, with \$280,054.30 of the savings realized available for use on other projects.

Background and Analysis:

In February 2021, the City Council approved the 2021 Parks and Recreation Master Plan and authorized staff to create a PIP, to clearly define goals, objectives, and priorities for the Parks, Recreation, and Library Services Department. The City Council adopted the PIP in January 2022. The PIP capital improvement priorities include the renovation and redesign of Hillbrook Park. The priorities listed for this project include repurposing the entire lot, such as removing the dry creek bed, redesigning the playground by expanding it to include new, natural play equipment and a swing bay. The improvements would add shelter coverings to picnic areas and elements to encourage interaction with nature.

On October 28, 2022, staff issued a Request for Proposals (RFP) for Hillbrook Park Renovation Design Services on PlanetBids via the City's online portal. The City deemed Architerra Design Group (ADG) as the most qualified firm to provide the requested services. On January 16, 2023, the City entered into an agreement with ADG to prepare concept plans, conduct community outreach, and develop the Hillbrook Park construction plans and technical specifications.

Staff and ADG collaborated on these outreach activities throughout 2023 to garner feedback regarding the redesign of the park as outlined below. Based on the feedback received during outreach meetings and through various design reviews, the City selected a final concept design. The primary elements added as a result of the outreach process included shade structures for the playground areas, enhanced playground structure, and stormwater quality improvements. Staff

presented this concept to the City Council in June 2023. Following the presentation to the City Council, ADG proceeded to develop construction plans for the project. The final construction and scope of work for the new park included the following improvements:

- Repurposing of the entire lot, including regrading and removing the dry creek bed and replacing it with an open turf area in the center of the park and a paved walkway that routes around the perimeter of the site.
- Removing and replacing playground equipment and pouring a new rubberized surfacing with unique colorways. The proposed play structure would utilize the natural topography of the site for several of the play elements. ADG designed the playground with a 6-point shade sail structure providing better comfort and more tolerable surface temperatures during the summer months.
- Installation of two (2) Contech Modular Wetland Stormwater Quality systems that divert stormwater flow from the Temple Ave curb and gutter. The systems are funded through Measure W funds to help Los Angeles River watershed capture goals.
- Installation of a vegetated swale on the south side of the park to treat stormwater generated directly from the park.
- New turf and landscaping utilizing a new drip irrigation system.
- New electrical system with decorative pedestrian lighting and custom lighting for the shade sails.
- Other site amenities include a new drinking fountain, trash receptacles, picnic benches, with separate shade sail structures, colored concrete with unique design patterns, new park monument sign, replacement of corner ramp to ADA standards, replacement of adjacent sidewalks, and addition of an ADA accessible street parking space.

The final contract amount, as approved by the Public Works Director, totaled \$1,785,401.21. Following the completion of construction, the project underwent a final inspection and approval of final quantities, concluding successfully on May 2, 2025 after a 90-day contractual maintenance period. Based on the contractor's satisfactory performance and compliance with project specifications, staff recommends the City Council declare the final acceptance of the project. Upon final acceptance, staff would record a notice of completion with the Los Angeles County Recorder's office and process the retention release on the contract.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachment:

A. Notice of Completion

Recording requested by
and when recorded mail to:

City of Signal Hill
2175 Chery Avenue, CA 90755
Attn: Jesus Saldana, Associate Engineer

(Space Above for Recorder's Use Only)

[FEE EXEMPT PURSUANT TO GOVERNMENT CODE §§ 6103, 27383 & 27361, SUBD. (e)]

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN by City of Signal Hill ("City"), which on or about on February 27, 2024, entered into a contract with Green Giant Landscaping, Incorporated ("Direct Contractor"), whose address is 941-A Macy Street, La Habra, CA 90631, for construction of the public work of the Hillbrook Park Improvement Project ("Project") on the real property owned by the City located at 1865 Temple Avenue, Signal Hill, CA 90755, as follows:

- A. The City accepted the Project on July 8, 2025.
- B. That the nature of the interest of the undersigned is as an interest in fee in the above-described real property.
- C. That the name and address of the undersigned owner of the above-described property is:

City of Signal Hill
2175 Cherry Avenue
Signal Hill, CA 90755

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

CITY OF SIGNAL HILL

By: _____
Name & Title: Carlo Tomaino, City Manager
Dated: July 8, 2025

VERIFICATION

I, Carlo Tomaino, state that I am the authorized agent of the City identified in the foregoing Notice of Completion. I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Executed on this 8th day of July, 2025, at City of Signal Hill, California.

CITY OF SIGNAL HILL

By: _____
Name & Title: Carlo Tomaino, City Manager
Dated: July 8, 2025

[Exempt from notarial acknowledgement per Civil Code section 9208]



CITY OF SIGNAL HILL
STAFF REPORT

2175 Cherry Avenue • Signal
Hill, California 90755-3799

7/8/2025

AGENDA ITEM

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

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: BRAD KENNEALLY
POLICE CHIEF**

**SUBJECT: FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH RCS
INVESTIGATIONS & CONSULTING, LLC FOR POLICE DEPARTMENT
BACKGROUND AND PERSONNEL INVESTIGATIONS**

Summary:

In December 2024, the City approved a new service agreement with RCS Investigations & Consulting, LLC (RCS), for a two-year term beginning July 1, 2024, and ending June 30, 2026, with an annual not-to-exceed amount of \$50,000. The service agreement also allows for three one-year extensions. The Police Department relies on and maintains a working relationship with RCS for applicant backgrounds. The RCS team collaborates closely with the Police Department's hiring manager, providing regular updates regarding on-going investigations and backgrounds. RCS also proactively informs the hiring manager when they determine a candidate does not align with the Department's standards and requirements. RCS also conducts internal affairs investigations, which is an important component of any law enforcement agency. These investigations are necessary to review incidents for conformance with the Police Department's policies and practices, ensuring the Police Department continues operating at the highest professional and ethical standards. Due to increased recruitment needs and hiring activity, along with pending personnel investigations, staff is requesting the annual not-to-exceed amount be increased to \$100,000 to reflect the current level of effort and demand for these services.

Strategic Plan Goal(s):

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.

Recommendations:

1. Authorize the City Manager to execute the First Amendment to the RCS Investigations & Consulting, LLC Contract Services Agreement.
2. Adopt a Resolution appropriating \$50,000 to Account No. 100-74-5400, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA,
AMENDING THE ADOPTED BUDGET AND AUTHORIZING BUDGET APPROPRIATIONS FOR
FISCAL YEAR 2025-26.

Fiscal Impact:

The budget for Investigation and Consulting services in Account 100-74-5400 for this fiscal year is \$50,000. The proposed amendment would increase the annual not-to-exceed amount to \$100,000, requiring an additional appropriation of \$50,000. While staff projected the initial annual allocation of \$50,000 based on historical service levels, current operational demands on the City and the Police Department necessitate temporarily increasing expenditures related to background investigations and internal affairs investigations, which are inherently unpredictable. This proposed supplementary funding would enable the Police Department to meet the expected demand for these services during the fiscal year.

Background:

The City and the Police Department remain jointly committed in their efforts to hire and retain staff. The City Council recently approved additional funding in the current operating budget to enhance the City's recruitment efforts and streamline processes to reduce the amount of time required to onboard new Police Officers. Over the past few years, the City has made progress to find opportunities to streamline the recruitment and onboarding process. For example, the Police Department was previously processing two applicants at different stages of the hiring process and is now processing up to four candidates for Police Officer positions. The City is hopeful to further increase the number of applicants being processed within the current hiring timelines and testing. The Police Department has been working closely with the City's Human Resources Department to increase the volume of testing and is now holding several concurrent recruitments as the hiring process can take approximately 6 months from the time of the application.

Analysis:

The Police Department relies on outside services to assist with matters related to background checks and internal investigations and contracted with RCS to provide these services. During this fiscal year, as the City works to accelerate its recruitment efforts, the Police Department will require RCS to provide more of its services as discussed further below.

Background Investigations

RCS is directly responsible for conducting background investigations for all Police Department applicants to determine whether candidates meet the necessary requirements. RCS works closely

with the Police Department Hiring Manager throughout the background investigation. RCS assigns an investigator to each candidate who works diligently to contact references, previous and current employers, co-workers, supervisors, and relatives. RCS will also obtain, evaluate, and certify any required documents for the position. Additionally, RCS coordinates field visits to the applicant's previous employers and a home visit for each candidate. This rigorous background investigation is vital to ensure the Police Department is hiring the most qualified and exceptional employees. There are several layers to a State mandated background investigation, RCS provides an organized and methodical approach to ensure all areas are handled and subsequently provides the agency with the opportunity to focus on recruitment efforts. At the conclusion of the investigation, RCS provides the Hiring Manager with a binder containing all documents, interviews, and a comprehensive report. This investigation provides the Police Department and Police Chief with the necessary information to determine if the candidate is the most suitable for the position.

Internal Affairs Investigations

The Police Department also relies on RCS for Police Internal Affairs investigations. The RCS team is comprised of retired law enforcement professionals and industry experts; the company's collective training and experience ensures thorough and reliable investigations, even in the most complex of situations. RCS works with the Operations Lieutenant to ensure that investigations are conducted with the required due process and in line with Police Department policies and procedures. Internal Affairs is a vital part of any law enforcement agency and works to ensure the Police Department continues operating at the highest professional and ethical standards.

Recommendation

RCS is committed to advancing the Police Department's hiring efforts; their team is responsive to all requests and understands the importance of conducting investigations in a timely manner to allow the Police Department the opportunity to fill vacancies. In an effort to maintain the continuity of services for the necessary recruitment efforts, and any potential Internal Affairs investigations, staff recommends amending the current contract and increase the not-to-exceed amount from \$50,000 to \$100,000. Staff worked with the City Attorney's Office to prepare the proposed First Amendment with RCS to increase the contract not-to-exceed amount.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachments:

- A. First Amendment to RCS Agreement
- B. RCS Investigations & Consulting, LLC - Contract Services Agreement
- C. Budget Adjustment Resolution

CITY OF SIGNAL HILL
FIRST AMENDMENT TO
AGREEMENT FOR PROFESSIONAL CONTRACT SERVICES

1. PARTIES AND DATE.

This First Amendment to the Agreement for Police Department Background and Personnel Investigations ("First Amendment") is entered into on the 8th day of July, 2025, by and between the City of Signal Hill and City of Signal Hill Police Department, a municipal corporation, organized under the laws of the State of California, with its principal place of business at 2175 Cherry Avenue, Signal Hill, CA 90755 ("City") and RCS Investigations & Consulting, LLC., a California Limited Liability Corporation, with its principal place of business at PO BOX 29798 Anaheim Hills, CA 92809 ("Contractor"). City and "Contractor" are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Agreement. The Parties entered into an Agreement for Professional dated on December 10th, 2024 for a term of two years beginning on July 1, 2024 and expiring on June 30, 2026 and including annual compensation not-to-exceed \$50,000 ("Agreement").

2.2 First Amendment. The Parties now desire to amend the Agreement in order to increase the annual not-to-exceed compensation to \$100,000.

3. TERMS.

3.1 Compensation. Section 3.3.1 of the Agreement is hereby amended in its entirety to read as follows:

"Contractor shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit " C" attached hereto and incorporated herein by reference. The total compensation paid to Contractor shall not exceed One Hundred Thousand Dollars (\$100,000) annually over the term of the Agreement without written approval of the City Council or City Manager as applicable. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement."

3.2 Remaining Provisions of Agreement. Except as otherwise specifically set forth in this First Amendment, the remaining provisions of the Agreement shall continue in full force and effect.

CITY OF SIGNAL HILL

**RCS INVESTIGATIONS & CONSULTING,
LLC**

Carlo Tomaino
City Manager

ATTEST:

By: _____

Jorge Cisneros, Principal

By: _____

Steve Rodig, Partner

Tina Knapp
Assistant City Clerk

APPROVED AS TO FORM:

Matthew E. Richardson
City Attorney

CITY OF SIGNAL HILL
PROFESSIONAL CONTRACT SERVICES AGREEMENT

1. PARTIES AND DATE.

This Agreement for Professional Background and Administrative Investigations Services ("Agreement") is entered into this 10th day of December, 2024, and made effective as of July 1, 2024 by and between the City of Signal Hill and City of Signal Hill Police Department, a municipal corporation, organized under the laws of the State of California ("City") and RCS Investigations & Consulting, LLC, a California Limited Liability Corporation, ("Contractor"). City and Contractor are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Contractor.

Contractor desires to perform and assume responsibility for the provision of certain professional background and administrative investigations services required by the City on the terms and conditions set forth in this Agreement. Contractor represents that it is experienced in providing professional background and administrative investigations services to public clients, is licensed in the State of California, and is familiar with the plans of City.

2.2 Project.

City desires to engage Contractor to render such professional background and administrative investigations services at the direction of the Signal Hill Police Department as set forth in this Agreement ("Project").

3. TERMS.

3.1 Scope of Services and Term.

3.1.1 General Scope of Services. Contractor promises and agrees to furnish to the City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the professional transportation services necessary for the Project ("Services"). The Services are more particularly described in Exhibit "A" attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Agreement shall be from July 1, 2024 to June 30, 2026 unless earlier terminated as provided herein. The City shall have the unilateral option, in its sole discretion, to extend the term of the Agreement for no more than 3 additional one-year terms. In addition, the term may be extended administratively, by up to 180 calendar days ("Term Contingency") at the sole discretion of the City. Contractor shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines.

3.2 Responsibilities of Contractor.

3.2.1 Independent Contractor; Control and Payment of Subordinates. The Services shall be performed by Contractor or under its supervision. Contractor will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. City retains Contractor on an independent contractor basis and not as an employee. Contractor retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Contractor shall also not be employees of City and shall at all times be under Contractor's exclusive direction and control. Neither City, nor any of its officials, officers, directors, employees or agents shall have control over the conduct of Contractor or any of Contractor's officers, employees, or agents, except as set forth in this Agreement. Contractor shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Contractor shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

3.2.2 Schedule of Services. Contractor shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the Schedule of Services set forth in Exhibit "B" attached hereto and incorporated herein by reference. Contractor represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Contractor's conformance with the Schedule, City shall respond to Contractor's submittals in a timely manner. Upon request of City, Contractor shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.

3.2.3 Conformance to Applicable Requirements. All work prepared by Contractor shall be subject to the approval of City.

3.2.4 Substitution of Key Personnel. Contractor has represented to City that certain key personnel will perform and coordinate the Services under this Agreement. Should one or more of such personnel become unavailable, Contractor may substitute other personnel of at least equal competence upon written approval of City. In the event that City and Contractor cannot agree as to the substitution of key personnel, City shall be entitled to terminate this Agreement for cause. As discussed below, any personnel who fail or refuse to perform the Services in a manner acceptable to the City, or who are determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project or a threat to the safety of persons or property, shall be promptly removed from the Project by the Contractor at the request of the City. The key personnel for performance of this Agreement are as follows: Chris Sanchez, CEO; Javier Izabal, Operations Manager; Steve Sacamos, Safety Manager.

3.2.5 City's Representative. The City hereby designates Yvette Aguilar, or her designee, to act as its representative in all matters pertaining to the administration and performance of this Agreement ("City's Representative"). City's Representative shall have the power to act on behalf of the City for review and approval of all products submitted by Contractor but not the authority to enlarge the Scope of Work or change the total compensation due to Contractor under this Agreement. The City Manager shall be authorized to act on City's behalf and to execute all necessary documents which enlarge the Scope of Work or change the Contractor's total compensation subject to the provisions contained in Section 3.3 of this Agreement. Contractor shall not accept direction or orders from any person other than the City Manager, City's Representative or his/her designee.

3.2.6 Contractor's Representative. Contractor hereby designates Chris Sanchez, CEO, or his/her designee, to act as its representative for the performance of this Agreement ("Contractor's Representative"). Contractor's Representative shall have full authority to represent and act on behalf of the Contractor for all purposes under this Agreement. The Contractor's Representative shall supervise and direct the Services, using his/her best skill and attention, and shall be responsible for all means, methods, techniques, sequences, and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

3.2.7 Coordination of Services. Contractor agrees to work closely with City staff in the performance of Services and shall be available to City's staff, Contractors and other staff at all reasonable times.

3.2.8 Standard of Care; Performance of Employees. Contractor shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Contractor represents and maintains that it is skilled in the professional calling necessary to perform the Services. Contractor warrants that all employees and subcontractors shall have sufficient skill and experience to perform the Services assigned to them. Finally, Contractor represents that it, its employees and subcontractors have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Contractor shall perform, at its own cost and expense and without reimbursement from the City, any services necessary to correct errors or omissions which are caused by the Contractor's failure to comply with the standard of care provided for herein. Any employee of the Contractor or its sub-Contractors who is determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to the City, shall be promptly removed from the Project by the Contractor and shall not be re-employed to perform any of the Services or to work on the Project.

3.2.9 Laws and Regulations. Contractor shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Contractor shall be liable for all violations of such laws and regulations in connection with Services. If Contractor performs any work knowing it to be contrary to such laws, rules and regulations, Contractor shall be solely responsible for all costs arising

therefrom. Contractor shall defend, indemnify and hold City, its officials, directors, officers, employees, agents, and volunteers free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.2.10 Safety. Contractor shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Contractor shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions, where applicable, shall include, but shall not be limited to: (A) adequate life protection and lifesaving equipment and procedures; (B) instructions in accident prevention for all employees and subcontractors, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

3.2.11 Insurance. Contractor agrees to procure and maintain, at Contractor's expense all insurance specified in Exhibit "D" attached hereto and by this reference incorporated herein. Contractor shall require all subcontractors to carry the same policies and limits of insurance that the Contractor is required to maintain, unless otherwise approved in writing by the City.

3.2.12 Water Quality Management and Compliance. [Reserved]

3.3 Fees and Payments.

3.3.1 Compensation. Contractor shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "C" attached hereto and incorporated herein by reference. The total compensation paid to Contractor shall not exceed **Fifty Thousand Dollars (\$50,000) annually** over the term of the Agreement without written approval of the City Council or City Manager as applicable. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

3.3.2 Payment of Compensation. Contractor shall submit to City a monthly invoice which indicates work completed and hours of Services rendered by Contractor. The invoice shall describe the amount of Services provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the invoice. City shall, within 30 days of receiving such invoice, review the invoice and pay all non-disputed and approved charges thereon. If the City disputes any of Contractor's fees, the City shall give written notice to Contractor within thirty (30) days of receipt of an invoice of any disputed fees set forth therein.

3.3.3 Reimbursement for Expenses. Contractor shall not be reimbursed for any expenses unless authorized in writing by City, or included in Exhibit "C" of this Agreement.

3.3.4 Extra Work. At any time during the term of this Agreement, City may request that Contractor perform Extra Work. As used herein, "Extra Work" means any work which

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is determined by City to be necessary for the proper completion of the Project, but which the Parties did not reasonably anticipate would be necessary at the execution of this Agreement. Contractor shall not perform, nor be compensated for, Extra Work without written authorization from the City.

3.3.5 Rate Increases. In the event that this Agreement is renewed pursuant to Section 3.1.2, the rate set forth in Exhibit "C" may be adjusted each year at the time of renewal as set forth in Exhibit "C."

3.4 Labor Code Requirements.

3.4.1 Prevailing Wages. [Reserved]

3.4.2 Registration. [Reserved]

3.5 Accounting Records.

3.5.1 Maintenance and Inspection. Contractor shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Contractor shall allow a representative of City during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Contractor shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

3.6 General Provisions.

3.6.1 Termination of Agreement.

3.6.1.1 Grounds for Termination. City may, by written notice to Contractor, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Contractor of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Contractor shall be compensated only for those services which have been adequately rendered to City, and Contractor shall be entitled to no further compensation. Contractor may not terminate this Agreement except for cause.

3.6.1.2 Effect of Termination. If this Agreement is terminated as provided herein, City may require Contractor to provide all finished or unfinished Documents and Data and other information of any kind prepared by Contractor in connection with the performance of Services under this Agreement. Contractor shall be required to provide such document and other information within fifteen (15) days of the request.

3.6.1.3 Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, City may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.6.1.4 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

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Contractor: RCS Investigations & Consulting, LLC
P.O. Box 29798
Anaheim Hills, CA 92809
ATTN: Jorge Cisneros, Principal

City: City of Signal Hill
2175 Cherry Avenue
Signal Hill, CA 90755
ATTN: Wayne Byerley, Chief of Police

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.6.2 Ownership of Materials and Confidentiality.

3.6.2.1 Documents & Data; Licensing of Intellectual Property. This Agreement creates a non-exclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Contractor under this Agreement ("Documents & Data"). Contractor shall require all subcontractors to agree in writing that City is granted a non-exclusive and perpetual license for any Documents & Data the subcontractor prepares under this Agreement. Contractor represents and warrants that Contractor has the legal right to license any and all Documents & Data. Contractor makes no such representation and warranty in regard to Documents & Data which were prepared by design professionals other than Contractor or provided to Contractor by the City. City shall not be limited in any way in its use of the Documents & Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at City's sole risk.

3.6.2.2 Confidentiality. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents & Data either created by or provided to Contractor in connection with the performance of this Agreement shall be held confidential by Contractor. Such materials shall not, without the prior written consent of City, be used by Contractor for any purposes other than the performance of the Services. Nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or the Project. Nothing furnished to Contractor which is otherwise known to Contractor or is generally known, or has become known, to the related industry shall be deemed confidential. Contractor shall not use City's name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of City.

3.6.2.3 Confidential Information. The City shall refrain from releasing Contractor's proprietary information ("Proprietary Information") unless the City's legal counsel determines that the release of the Proprietary Information is required by the California Public Records Act or other applicable state or federal law, or order of a court of competent jurisdiction,

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in which case the City shall notify Contractor of its intention to release Proprietary Information. Contractor shall have five (5) working days after receipt of the Release Notice to give City written notice of Contractor's objection to the City's release of Proprietary Information. Contractor shall indemnify, defend and hold harmless the City, and its officers, directors, employees, and agents from and against all liability, loss, cost or expense (including attorney's fees) arising out of a legal action brought to compel the release of Proprietary Information. City shall not release the Proprietary Information after receipt of the Objection Notice unless either: (1) Contractor fails to fully indemnify, defend (with City's choice of legal counsel), and hold City harmless from any legal action brought to compel such release; and/or (2) a final and non-appealable order by a court of competent jurisdiction requires that City release such information.

3.6.3 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.6.4 Attorney's Fees. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

3.6.5 Indemnification.

To the fullest extent permitted by law, Contractor shall defend (with counsel of City's choosing), indemnify and hold the City, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any alleged acts, errors or omissions, or willful misconduct of Contractor, its officials, officers, employees, subcontractors, Contractors or agents in connection with the performance of the Contractor's Services, the Project or this Agreement, including without limitation the payment of all damages, expert witness fees and attorneys' fees and other related costs and expenses. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the Contractor or the City, its officials, officers, employees, agents or volunteers.

3.6.6 Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be modified by a writing signed by both parties.

3.6.7 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Orange County.

3.6.8 Time of Essence. Time is of the essence for each and every provision of this Agreement.

3.6.9 City's Right to Employ Other Contractors. City reserves right to employ other Contractors in connection with this Project.

3.6.10 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the parties.

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3.6.11 Assignment or Transfer. Contractor shall not assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of the City. Any attempt to do so shall be null and void, and any assignees, hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

3.6.12 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Contractor include all personnel, employees, agents, and subcontractors of Contractor, except as otherwise specified in this Agreement. All references to City include its elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.

3.6.13 Amendment; Modification. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

3.6.14 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

3.6.15 No Third-Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

3.6.16 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.6.17 Prohibited Interests. Contractor maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement. Further, Contractor warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.6.18 Equal Opportunity Employment. Contractor represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Contractor shall also comply with all relevant provisions of City's Minority Business Enterprise program, Affirmative Action Plan or other related programs or guidelines currently in

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effect or hereinafter enacted.

3.6.19 Labor Certification. By its signature hereunder, Contractor certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.6.20 Authority to Enter Agreement. Contractor has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.6.21 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

3.7 Subcontracting

3.7.1 Prior Approval Required. Contractor shall not subcontract any portion of the work required by this Agreement, except as expressly stated herein, without prior written approval of City. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

CITY OF SIGNAL HILL

Signed by:
By: Carlo Tomaino
Carlo Tomaino
City Manager

RCS INVESTIGATIONS & CONSULTING, LLC

Signed by:
By: Jorge Cisneros
Jorge Cisneros, Principal
[If Corporation, TWO SIGNATURES, President **OR** Vice President **AND** Secretary **OR** Treasurer **REQUIRED**]

ATTEST:

DocuSigned by:
By: Kim Boles
Kimberly Boles
Assistant City Clerk

Signed by:
By: Steve Rodig
Steve Rodig, Partner

APPROVED AS TO FORM:

Signed by:
By: Matthew E. Richardson
Matthew E. Richardson
City Attorney

EXHIBIT "A"

SCOPE OF SERVICES

- I. Contractor will perform the following Services:**
 - A.** Investigations of allegations of misconduct against an employee or employees of the City. An investigation herein shall be referred to as the "Project".
- II. As part of the Services, Contractor will prepare and deliver the following tangible work products to the City of Signal Hill (City):**
 - A.** Project Proposal. Contractor shall prepare a written description of the "Scope of the Investigation," to include the estimated number of potential witnesses, the estimated cost to perform the Project ("Project Budget"), and an estimate as to when the Project will likely be completed ("Project Completion Date"). Collectively, this will be referred to as the "Project Proposal." With the approval of the Contract Officer, the formal Project Proposal may be deferred until Contractor has completed an initial interview of the complaining party(s).
 - B.** Project Approval. The Contract Officer shall in writing approve, modify or reject the Project Proposal, and may issue a Notice to Proceed.
 - C.** In addition to the requirements of Section 6.2, during performance of the Services, Contractor shall provide the Contract Officer with weekly verbal reports regarding the status of the investigation.
 - D.** A report of the investigation shall be submitted to the Contract Officer for review. At the request of the Contract Officer, the report's reasoning or findings may be clarified, and if requested, additional witnesses will be interviewed. However, the independent findings of the investigator are not subject to modification by the Contract Officer, or anyone else.
- III.** The Project shall be performed at a cost not to exceed the Project Budget, unless otherwise authorized in writing by the Contract Officer. This is not to say that the Project will be completed within the proposed Project Budget, but rather to clarify that no work will be performed that exceeds the Project Budget absent advance written approval.
- IV.** Contractor shall complete the Project and deliver all Project deliverables to the Contract Officer by the Project Completion Date unless circumstances beyond the control of the Contractor make this not feasible and more time is required to complete the Project.

EXHIBIT "B"
SCHEDULE OF SERVICES

- I.** Contractor shall perform all services timely in accordance with the following schedule:
 - A.** Investigation Services: The Project Completion Date is generally within 60 days of commencement of the Project unless (i) urgent matter requiring completion in such shorter period as agreed to with the Contact Officer, or (ii) due to the complexity of the matter, and/or availability of witnesses, employees and their representatives and work schedules, a longer period is agreed to by the parties.
- II.** Notwithstanding the foregoing, the parties may agree in writing to a time period to perform each investigation.
- III.** The Contract Officer may approve extensions for performance of the services in accordance with Section 3.2.2

EXHIBIT "C" **COMPENSATION**

Contractor shall perform tasks at the following rates:

I. FY25 – (July 1, 2024 - June 30, 2025)

- Background Investigations:
 - Police officers & dispatchers: \$1,950 flat fee.
 - Non-sworn personnel: \$1,850 flat fee.
- Administrative Investigations:
 - \$175 per hour investigation fee.
 - \$55 per hour transcription fee.

FY26 – (July 1, 2025 – June 30, 2026)

- Background Investigations:
 - Police officers & dispatchers: \$2,000 flat fee.
 - Non-sworn personnel: \$1,950 flat fee.
- Administrative Investigations:
 - \$185 per hour investigation fee.
 - \$60 per hour transcription fee.

II. The City will compensate Contractor for the Services performed upon submission of a valid invoice. Each invoice is to include:

- A. Line items for all personnel describing the work performed, the number of hours worked, and the hourly rate.
- B. Line items for all materials and equipment properly charged to the Services.
- C. Line items for all other approved reimbursable expenses claimed, with supporting documentation.
- D. Line items for all approved subcontractor labor, supplies, equipment, materials, and travel properly charged to the Services.

III. The total compensation for the Services shall not exceed \$50,000 per year, as provided in Section 3.3.1 of this Agreement.

EXHIBIT "D"

INSURANCE REQUIREMENTS

3.2.11 Insurance.

3.2.11.1 Time for Compliance. Contractor shall not commence work under this Agreement until it has provided evidence satisfactory to the City that it has secured all insurance required under this section. In addition, Contractor shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to the City that the subcontractor has secured all insurance required under this section.

3.2.11.2 Types of Insurance Required. As a condition precedent to the effectiveness of this Agreement for services to be performed hereunder, and without limiting the indemnity provisions of the Agreement, the Contractor, in partial performance of its obligations under such Agreement, shall procure and maintain in full force and effect during the term of the Agreement the following policies of insurance. If the existing policies do not meet the insurance requirements set forth herein, Contractor agrees to amend, supplement or endorse the policies to do so.

(A) **Commercial General Liability:** Commercial General Liability Insurance which affords coverage at least as broad as Insurance Services Office "occurrence" form CG 0001, or the exact equivalent, with limits of not less than \$3,000,000 per occurrence and no less than \$5,000,000 in the general aggregate. Defense costs shall be paid in addition to the limits. The policy shall contain no endorsements or provisions (1) limiting coverage for contractual liability; (2) excluding coverage for claims or suits by one insured against another (cross-liability); or (3) containing any other exclusion(s) contrary to the terms or purposes of this Agreement.

(B) **Automobile Liability Insurance:** Automobile Liability Insurance with coverage at least as broad as Insurance Services Office Form CA 0001 covering "Any Auto" (Symbol 1), or the exact equivalent, covering bodily injury and property damage for all activities with limits of not less than \$1,000,000 combined limit for each occurrence.

(C) **Workers' Compensation:** Workers' Compensation Insurance, as required by the State of California and Employer's Liability Insurance with a limit of not less than \$1,000,000 per accident for bodily injury and disease.

(D) **Pollution Liability:** Pollution Liability Insurance covering all of the Contractor's operations to include onsite and offsite coverage for bodily injury (including death and mental anguish), property damage, defense costs and cleanup costs with limits of not less than \$5,000,000 per loss and \$10,000,000 total all losses. The policy shall contain no endorsements or provisions limiting contractual liability or coverage for cross liability of claims or suits by one insured against another. If coverage is written on a claims-made basis, the retroactive date shall precede the effective date of the initial Agreement and continuous coverage will be maintained or an extended reporting period will be exercised for a period of at least three (3) years from termination or expiration of this Agreement.

3.2.11.3 Insurance Endorsements. Required insurance policies shall contain the following provisions, or Contractor shall provide endorsements on forms approved by the City to add the following provisions to the insurance policies:

(A) **Commercial General Liability and Pollution Liability:**

(1) Additional Insured: The City, its officials, officers, employees, agents, and volunteers shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Agreement.

Additional Insured Endorsements shall not (1) be restricted to "ongoing operations"; (2) exclude "contractual liability"; (3) restrict coverage to "sole" liability of Contractor; or (4) contain any other exclusions contrary to the terms or purposes of this Agreement. For all policies of Commercial General Liability insurance, Contractor shall provide endorsements in the form of ISO CG 20 10 10 01 and 20 37 10 01 (or endorsements providing the exact same coverage) to effectuate this requirement.

(2) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(B) Automobile Liability:

(C) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

3.2.11.4 Professional Liability (Errors & Omissions):

(A) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(B) Contractual Liability Exclusion Deleted: This insurance shall include contractual liability applicable to this Agreement. The policy must "pay on behalf of" the insured and include a provision establishing the insurer's duty to defend.

3.2.11.5 Workers' Compensation:

(A) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(B) Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the City, its officials, officers, employees, agents, and volunteers.

3.2.11.6 Primary and Non-Contributing Insurance. All policies of Commercial General Liability and Automobile Liability insurance shall be primary and any other insurance, deductible, or self-insurance maintained by the City, its officials, officers, employees, agents, or volunteers shall not contribute with this primary insurance. Policies shall contain or be endorsed to contain such provisions.

3.2.11.7 Waiver of Subrogation. All policies of Commercial General Liability and Automobile Liability insurance shall contain or be endorsed to waive subrogation against the City, its officials, officers, employees, agents, and volunteers or shall specifically allow Contractor or others providing insurance evidence in compliance with these specifications to

waive their right of recovery prior to a loss. Contractor hereby waives its own right of recovery against the City, its officials, officers, employees, agents, and volunteers, and shall require similar written express waivers and insurance clauses from each of its subcontractors.

3.2.11.8 Deductibles and Self-Insured Retentions. Any deductible or self-insured retention must be approved in writing by the City and shall protect the City, its officials, officers, employees, agents, and volunteers in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

3.2.11.9 Evidence of Insurance. The Contractor, concurrently with the execution of the Agreement, and as a condition precedent to the effectiveness thereof, shall deliver either certified copies of the required policies, or original certificates on forms approved by the City, together with all endorsements affecting each policy. Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for approval. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15) days prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or reduced and not replaced immediately so as to avoid a lapse in the required coverage, Contractor shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

3.2.11.10 Failure to Maintain Coverage. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced immediately so as to avoid a lapse in the required coverage, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Contractor or City will withhold amounts sufficient to pay premium from Contractor payments. In the alternative, City may cancel this Agreement effective upon notice.

3.2.11.11 Acceptability of Insurers. Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and authorized to transact business of insurance in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

3.2.11.12 Enforcement of Agreement Provisions (non estoppel). Contractor acknowledges and agrees that actual or alleged failure on the part of the City to inform Contractor of non-compliance with any requirement imposes no additional obligation on the City nor does it waive any rights hereunder.

3.2.11.13 Requirements Not Limiting. Requirement of specific coverage or minimum limits contained in this Appendix are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance.

3.2.11.14 Insurance for Subcontractors. Contractor shall include all subcontractors engaged in any work for Contractor relating to this Agreement as additional insureds under the Contractor's policies, or the Contractor shall be responsible for causing

subcontractors to purchase the appropriate insurance in compliance with the terms of these Insurance Requirements, including adding the City, its officials, officers, employees, agents, and volunteers as additional insureds to the subcontractor's policies. All policies of Commercial General Liability insurance provided by Contractor's subcontractors performing work relating to this Agreement shall be endorsed to name the City, its officials, officers, employees, agents and volunteers as additional insureds using endorsement form ISO CG 20 38 04 13 or an endorsement providing equivalent coverage. Contractor shall not allow any subcontractor to commence work on any subcontract relating to this Agreement until it has received satisfactory evidence of subcontractor's compliance with all insurance requirements under this Agreement, to the extent applicable. The Contractor shall provide satisfactory evidence of compliance with this section upon request of the City.



RCSIN-1

OP ID: MN

CERTIFICATE OF LIABILITY INSURANCEDATE (MM/DD/YYYY)
12/11/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Alliance Mgt. & Insurance Serv 355 Via Vera Cruz #7 CA Agent/Broker Lic# 0737966 San Marcos, CA 92078 Michelle A. Nowell	760-471-7116	CONTACT NAME: Michelle Nowell PHONE (A/C, No, Ext): 760-471-7116 FAX (A/C, No): 760-471-9378 E-MAIL ADDRESS: mnowell@amiscorp.com
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: StarStone Specialty Ins Comp		44776
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

INSURED RCS Investigations & Consulting, LLC PO Box 29798 Anaheim, CA 92809-9798
--

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Errors & Omission GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X	WSGP001043	06/19/2024	06/19/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		WSGP001043	06/19/2024	06/19/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$		WSGU000398	06/19/2024	06/19/2025	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liab		WSGP001043	06/19/2024	06/19/2025	Occurrence \$ 1,000,000 Aggregate \$ 4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Singal Hill, its directors, officers, employees, and agents, are named as an additional insured with respects to the work performed by the named insured.

Investigation, CA --

CERTIFICATE HOLDER**CANCELLATION**

City of Signal Hill
2175 Cherry Ave
Signal Hill, CA 90755

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Michelle A Nowell

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR
CONTRACTORS – SCHEDULED PERSON OR
ORGANIZATION**

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
Blanket as required by valid written contract.	Blanket as required by valid written contract.
Additional Information:	
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person or organization shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" arising out of:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;
in the performance of your operations for the additional insured at the location shown in the Schedule.

However:

- a. The insurance afforded to such additional insured only applies to the extent permitted by law;
- ~~b.~~ If coverage provided to the additional insured is required by a contract or agreement, the insurance

afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured; and

- c. Regardless of the date of occurrence or when the injury or damage first occurs or is first discovered, a person's or organization's status as an additional insured under this endorsement ends upon the earliest of:

- (1) The completion or termination of the contract or agreement between you and the additional insured for the location shown in the Schedule;
- (2) The date you cease actively performing operations for the additional insured at the location shown in the Schedule; or
- (3) The expiration or termination date of the policy or this endorsement.

- B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to liability or damages for "bodily injury", "property damage", or "personal and advertising injury":

1. Caused by, arising from, or included in the "products-completed operations hazard";
2. Arising out of the additional insured's sole negligence;
3. Arising out of work or operations performed by you that were completed prior to the effective date of this endorsement; or
4. Which continues or progressively deteriorates after you cease actively performing operations for the additional insured at the location shown in the Schedule, even if the injury or damage first occurred, or is alleged to have first occurred, during the course of your operations for the additional insured.

- C. Solely for purposes of this endorsement, the following definition is deleted in its entirety and replaced by the following:

1. "'Products-completed operations hazard":

- a. Includes all "bodily injury" and "property damage" occurring away from premises you own or rent and arising out of "your product" or "your work" except:

- (1) Products that are still in your physical possession; or
- (2) Work that has not yet been completed or abandoned. However, "your work" will be deemed completed at the earliest of the following times:
 - (a) When all of the work called for in your contract has been completed;
 - (b) When all of the work to be done at the location shown in the Schedule has been completed if your contract calls for work at more than one location; or
 - (c) When that part of the work done at the location shown in the Schedule has been put to its intended use by any person or organization other than another contractor or subcontractor working on the same project.

Work that may need service, maintenance, correction, repair or replacement, but which is otherwise complete, will be treated as completed.

- D. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

RESOLUTION NO. 2025-07-XXXX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SIGNAL HILL, CALIFORNIA, AMENDING THE ADOPTED
BUDGET AND AUTHORIZING BUDGET
APPROPRIATIONS FOR FISCAL YEAR 2025-26**

WHEREAS, the City Council approves the appropriation of funds for the purpose stated below.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. To authorize budget adjustment 26-005 of the FY 2025-26 Budget as follows:

Purpose: RCS Contract Services Increase

Fund	Dept	Object	Project	Description	Amount
1)	Contract Services - General				
100	74	5400		Contract Services	\$50,000

Section 2. To add the above-referenced adjustments to the Budget Adjustment Status Report (Exhibit A).

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Signal Hill, California, on this 8th day of July, 2025.

KEIR JONES
MAYOR

ATTEST:

DARITZA GONZALEZ
CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF SIGNAL HILL)

I, DARITZA GONZALEZ, City Clerk of the City of Signal Hill, California, hereby certify that Resolution No. 2025-07-XXXX was adopted at a regular meeting of the City Council of the City of Signal Hill held on the 8th day of July 2025 and that the same was adopted by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

DARITZA GONZALEZ
CITY CLERK

CITY OF SIGNAL HILL - SUMMARY OF BUDGET ADJUSTMENTS - FY 2025-26

Budget Adjustment #	Council Date	Description	Revenues	Expenditures	Capital Outlay	Transfers In	Transfers Out	Net Change
General Fund - 100			Adopted	38,418,037.53	37,735,806.60	682,230.93	1,250,540.00	1,622,770.93
								-
			Adjusted	38,418,037.53	37,735,806.60	682,230.93	1,250,540.00	1,622,770.93
								Total
Capital Improvement Reserves - 113			Adopted	-	-	-	-	2,230,541.58
			Adjusted	-	-	-	-	2,230,541.58
								Total
Prop A - 202			Adopted	321,190.00	320,375.38	-	-	-
BA 26-002 6/24/2025 Increase Expenditures Budget for Proposition A Fund					120,802.00			(120,802.00)
			Adjusted	321,190.00	441,177.38	-	-	-
								Total
Capital Grants Fund - 240			Adopted	3,774,998.00	-	-	-	3,774,998.00
								-
			Adjusted	3,774,998.00	-	-	-	3,774,998.00
								Total
Capital Improvements - CIP - 400			Adopted	-	-	13,609,635.02	13,609,635.02	-
								-
			Adjusted	-	-	13,609,635.02	13,609,635.02	-
								Total
Water Operations Fund - 500			Adopted	8,096,487.00	7,955,525.00	6,837,795.00	79,742.00	-
BA 26-001 6/24/2025 Increase Project Budget for Gundry Reservoir Roof Replacement & Coating CIP					1,765,577.00			(1,765,577.00)
			Adjusted	8,096,487.00	7,955,525.00	8,603,372.00	79,742.00	-
								Total

Notes: If the net change is positive, there is an overall increase to the Fund Balance. If negative, there is an overall reduction to the Fund Balance.



CITY OF SIGNAL HILL
STAFF REPORT

2175 Cherry Avenue • Signal
Hill, California 90755-3799

7/8/2025

AGENDA ITEM

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

**FROM: CARLO TOMAINO
CITY MANAGER**

SUBJECT: CONTRACT AMENDMENT REGISTER DATED JULY 8, 2025

Summary:

The attached 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.
- The City Manager reviewed and approved each amendment for processing.

There are eight contract amendments for City Council consideration as follows:

1. Gentry General Engineering, Incorporated, First Amendment for Street and Alley Construction, Maintenance and Immediate Repair Services, increasing the contract amount by \$100,000 for a new not-to-exceed amount of \$550,000.
2. John L. Hunter & Associates, Incorporated, Second Amendment for Professional Environmental Engineering Consulting Services, increasing the contract amount by \$105,000, for a new not-to-exceed amount of \$473,500.
3. Engineering Solutions Services, First Amendment for Professional Grant Writing and Management Services, extending the term through June 30, 2026.
4. Evan Brooks and Associates, First Amendment for Professional Grant Writing and Management Services, extending the term through June 30, 2026.
5. Global Urban Strategies, First Amendment for Professional Grant Writing and Management Services, extending the term through June 30, 2026.
6. Land CM, First Amendment for Professional Grant Writing and Management Services, extending the term through June 30, 2026.

7. Townsend Public Affairs, First Amendment for Professional Grant Writing and Management Services, extending the term through June 30, 2026.
8. Villa Civil, First Amendment for Professional Grant Writing and Management Services, extending the term through June 30, 2026.

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 July 8, 2025.

Fiscal Impact:

The City Council has authorized funding as part of the adopted Fiscal Year 2025-2026 Operating Budget related to the proposed contract amendments.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachments:

- A. Contract Amendment Register
- B. First Amendment Gentry General Engineering, Inc.
- C. Second Amendment John L. Hunter & Associates, Inc.
- D. First Amendment Engineering Solutions Services
- E. First Amendment Evan Brooks & Associates
- F. First Amendment Global Urban Strategies
- G. First Amendment Land CM
- H. First Amendment Townsend Public Affairs
- I. First Amendment Villa Civil

CONTRACT AMENDMENT REGISTER

Contract No.	Dept.	Service	Vendor	RFP (Y/N) & Council Approval Date	Cooperative Purchasing (Y/N) & Source		Current Term and Expiration Date	Current Not-to-Exceed	Amendment / Change Order No.	Additional Term and Date	Additional Comp & CPI	New Not-to-Exceed	Funding Source	Adopted Budget
TERM AND COMPENSATION														
COMPENSATION ONLY														
1	Public Works Department	Street and Alley Construction, Maintenance Repair and Immediate Repair Services	Gentry General Engineering, Inc.	Y 8/27/24		N	1 year 8/27/25	\$450,000	1	N/A	\$100,000	\$550,000	400-40-5894 100-95-5581 500-40-5560	Yes
2	Public Works Department	Professional Environmental Engineering Consulting Services	John L. Hunter & Associates, Inc.	N 3/23/21	Y	GWMA	6 year and 1 month 6/30/27	\$368,500	2	N/A	\$105,000	\$473,500	100-93-5400 100-93-5425	Yes
TERM ONLY														
					3									
1	Administration	Grant Writing and Management Services	Engineering Solution Services	Y 7/23/24		N	1 year 7/22/25	\$80,000	1	6/30/2026	N/A	N/A	100-44-5400	Yes
2	Administration	Grant Writing and Management Services	Evan Brooks and Associates	Y 7/23/24		N	1 year 7/22/25	\$80,000	1	6/30/2026	N/A	N/A	100-44-5400	Yes
3	Administration	Grant Writing and Management Services	Global Urban Strategies	Y 7/23/24		N	1 year 7/22/25	\$80,000	1	6/30/2026	N/A	N/A	100-44-5400	Yes
4	Administration	Grant Writing and Management Services	Land CM	Y 7/23/24		N	1 year 7/22/25	\$80,000	1	6/30/2026	N/A	N/A	100-44-5400	Yes
5	Administration	Grant Writing and Management Services	Townsend Public Affairs	Y 7/23/24		N	1 year 7/22/25	\$80,000	1	6/30/2026	N/A	N/A	100-44-5400	Yes
6	Administration	Grant Writing and Management Services	Villa Civil	Y 7/23/24		N	1 year 7/22/25	\$80,000	1	6/30/2026	N/A	N/A	100-44-5400	Yes
CHANGE ORDERS														

N/A: Not applicable

CITY OF SIGNAL HILL
FIRST AMENDMENT TO
STREET AND ALLEY MAINTENANCE AND IMMEDIATE REPAIR SERVICES

1. PARTIES AND DATE.

This First Amendment to the Agreement for Street and Alley Maintenance and Immediate Repair Services ("First Amendment") is entered into on the 8th day of July, 2025, by and between the City of Signal Hill, a municipal corporation, organized under the laws of the State of California, with its principal place of business at 2175 Cherry Avenue Signal Hill, CA 90755 ("City") and Gentry General Engineering Incorporated, a California Corporation, with its principal place of business at 320 W Tropica Ranch Rd. Colton, CA 92324 ("Contractor"). City and Contractor are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Agreement. The Parties entered into that certain Agreement for Street and Alley Maintenance and Immediate Repair Services dated August 27, 2024 and expiring on August 27, 2025 ("Agreement").

2.2 First Amendment. The Parties now desire to amend the Agreement in order to increase the total compensation by one hundred thousand dollars (\$100,000.00), for a new total compensation not to exceed five hundred fifty thousand dollars (\$450,000.00).

3. TERMS.

3.1 Compensation. Section 3.3.1 of the Agreement is hereby amended in its entirety to read as follows:

"Contractor shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "C" attached hereto and incorporated herein by reference. The total compensation shall not exceed FIVE HUNDRED FIFTY THOUSAND DOLLARS (\$550,000.00) without written approval of City's Public Work's Director. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement."

3.2 Remaining Provisions of Agreement. Except as otherwise specifically set forth in this First Amendment, the remaining provisions of the Agreement shall remain in full force and effect.

CITY OF SIGNAL HILL

GENTRY GENERAL ENGINEERING INC.

By: _____
Carlo Tomaino
City Manager

By: _____
Brenton Gentry
President

ATTEST:

By: _____
Tina Knapp
Assistant City Clerk

By: _____
Brenton Gentry
Secretary

APPROVED AS TO FORM:

By: _____
Matthew E. Richardson
City Attorney

CITY OF SIGNAL HILL
SECOND AMENDMENT TO
AGREEMENT FOR GENERAL SERVICES

1. PARTIES AND DATE.

This Second Amendment to the Agreement for Professional Environmental Engineering Consulting Services to administer the City's Industrial Waste Program and State-Mandated Stormwater Quality Programs. ("Second Amendment") is entered into on the 8th day of July 2025, by and between the City of Signal Hill, a municipal corporation, organized under the laws of the State of California, with its principal place of business at 2175 Cherry Avenue Signal Hill, CA 90755 ("City") and **John L. Hunter & Associates, Inc.**, a California Corporation, with its principal place of business at 6131 Orangethorpe Avenue, Suite 300, Buena Park California 90620, ("Consultant"). City and Consultant are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Agreement. The Parties entered into that certain Agreement for Professional Consulting Services to provide Professional Environmental Engineering to administer the City's Industrial Waste Program and State-Mandated Stormwater Quality Programs dated the March 23, 2021, with an initial 3-year term expiring on June 30, 2024, and a total compensation not to exceed \$335,000 ("Agreement").

2.2 First Amendment. The Parties entered into the First Amendment to the Agreement dated May 14, 2024, in order to extend the term of the Agreement to expire on June 30, 2027 ("First Amendment").

2.3 Discretionary Compensation Increase. The City's Contract Officer administratively authorized a discretionary compensation increase pursuant to Section 3.3.4 of the Agreement, in order to increase the total amount of compensation under the Agreement not to exceed \$368,500.

2.4 Second Amendment. The Parties now desire to amend the Agreement in order modify the rates of compensation and in order to increase the total compensation under the Agreement not to exceed \$473,500 ("Second Amendment").

3. TERMS.

3.1 Compensation. Section 3.3.1 of the Agreement is hereby amended in its entirety to read as follows:

"Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "C" attached hereto and incorporated herein by reference. The total compensation shall not exceed Four Hundred Seventy-Three Thousand Five Hundred Dollars (\$473,500.00) over the Term of the Agreement without written approval of the City Council or City Manager as applicable. Extra Work may be authorized, as

described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.”

3.2 Rate of Compensation. Exhibit “C” of the Agreement is hereby amended in its entirety and replaced in the form Attachment “1” to this Second Amendment, attached hereto and incorporated herein by reference.

3.3 Remaining Provisions of Agreement. Except as otherwise specifically set forth in this Second Amendment, the remaining provisions of the Agreement shall remain in full force and effect.

CITY OF SIGNAL HILL

JOHN L HUNTER & ASSOCIATES

By: _____
Carlo Tomaino
City Manager

By: _____
John L. Hunter
Principal

ATTEST:

By: _____
Tina Knapp
Assistant City Clerk

By: _____
Jillian Brickey
Secretary

APPROVED AS TO FORM:

By: _____
Matthew E. Richardson
City Attorney

**ATTACHMENT “1” TO SECOND AMENDMENT TO
AGREEMENT FOR GENERAL SERVICES**

Exhibit “C”

Compensation

- I. Consultant shall perform the following tasks at the following rates:

JLHA Rate Schedule 2024

Principal	\$208 / hour
Director	\$186 / hour
Program Manager	\$201 / hour
Staff Engineer	\$186 / hour
Project Manager	\$174 / hour
Assistant Project Manager	\$163 / hour
Project Engineer	\$163 / hour
Senior Compliance Specialist	\$150 / hour
Compliance Specialist II	\$129 / hour
Project Analyst II	\$129 / hour
Compliance Specialist I	\$107 / hour
Project Analyst I	\$107 / hour
Administrative Assistant, Laborer	\$73 / hour
State Certified Laboratory Analysis	Cost + 5%
Subcontracted equipment	Cost + 5%

This rate schedule is subject to consumer price index (CPI) increases in subsequent years.

- II. The Contract Officer may approve annual rate adjustment not exceeding the rate of inflation or CPI Index of the Los Angeles Metropolitan Area.
- III. The City will compensate Consultant for the Services performed upon submission of a valid invoice. Each invoice is to include:
- a. Line items for all personnel describing the work performed, the number of hours worked, and the hourly rate.
 - b. Line items for all materials and equipment are properly charged to the Services.
 - c. Line items for all other approved reimbursable expenses claimed, with supporting documentation.
 - d. Line items for all approved subcontractor labor, supplies, equipment, materials, and travel properly charged to the Services.

CITY OF SIGNAL HILL

FIRST AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT

1. PARTIES AND DATE.

This First Amendment to Professional Consultant Services Agreement ("First Amendment") is made and entered into this 8th day of July, 2025, by and between the City of Signal Hill, a municipal corporation, organized under the laws of the State of California, with its principal place of business at 2175 Cherry Avenue, Signal Hill, CA 90755 ("City") and Evan Brooks and Associates, a California corporation, with its principal place of business at 750 E. Green Street, Suite 301, Pasadena, ("Consultant"). City and Consultant are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Agreement. The Parties entered into that certain Professional Consultant Services Agreement for the provision of professional Grant Writing and Management Services, dated July 8, 2025 ("Agreement") with an initial term of one year.

2.2 First Amendment. The Parties now desire to amend the Agreement in order to extend the term of the Agreement by one year to expire on June 30, 2025, thereby exercising the first of two optional one-year term extensions authorized under the Agreement.

3. TERMS.

3.1 Term. Section 3.1.2 of the Agreement is hereby amended in its entirety to read as follows:

"The term of this Agreement shall be from July 1, 2025, to June 30, 2026, unless earlier terminated as provided herein. The City shall have the unilateral option, at its sole discretion, to renew this Agreement automatically for no more than one additional one-year term. Consultant shall complete the Services within the term of this Agreement and shall meet any other established schedules and deadlines."

3.2 Remaining Provisions. Except as specifically set forth in this First Amendment, the remaining provisions of the Agreement shall remain in full force and effect.

****Signatures on following page****

SIGNATURE PAGE TO
FIRST AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT
BETWEEN CITY OF SIGNAL HILL AND EVAN BROOKS AND ASSOCIATES

CITY OF SIGNAL HILL

By: _____
Carlo Tomaino
City Manager

By: _____
Hal Suetsugu, President

ATTEST:

By: _____

By: _____
Tina Knapp
Assistant City Clerk

APPROVED AS TO FORM:

By: _____
Best Best & Krieger LLP
City Attorney

CITY OF SIGNAL HILL

FIRST AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT

1. PARTIES AND DATE.

This First Amendment to Professional Consultant Services Agreement ("First Amendment") is made and entered into this 8th day of July, 2025, by and between the City of Signal Hill, a municipal corporation, organized under the laws of the State of California, with its principal place of business at 2175 Cherry Avenue, Signal Hill, CA 90755 ("City") Engineering Solutions Services, a California corporation, with its principal place of business at 23232 Peralta Drive, Suite 112, Laguna Hills, ("Consultant"). City and Consultant are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Agreement. The Parties entered into that certain Professional Consultant Services Agreement for the provision of professional Grant Writing and Management Services, dated July 8, 2025 ("Agreement") with an initial term of one year.

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3.2 Remaining Provisions. Except as specifically set forth in this First Amendment, the remaining provisions of the Agreement shall remain in full force and effect.

****Signatures on following page****

SIGNATURE PAGE TO

**FIRST AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT
BETWEEN CITY OF SIGNAL HILL AND ENGINEERING SOLUTIONS SERVICES**

CITY OF SIGNAL HILL

By: _____
Carlo Tomaino
City Manager

By: _____
Sudi Shoja, PE, Principal

ATTEST:

By: _____

By: _____
Tina Knapp
Assistant City Clerk

APPROVED AS TO FORM:

By: _____
Best Best & Krieger LLP
City Attorney

CITY OF SIGNAL HILL

FIRST AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT

1. PARTIES AND DATE.

This First Amendment to Professional Consultant Services Agreement ("First Amendment") is made and entered into this 8th day of July, 2025, by and between the City of Signal Hill, a municipal corporation, organized under the laws of the State of California, with its principal place of business at 2175 Cherry Avenue, Signal Hill, CA 90755 ("City") Global Urban Strategies, a California corporation, with its principal place of business at 100 E. Huntington Drive, Suite 207, Alhambra, California ("Consultant"). City and Consultant are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Agreement. The Parties entered into that certain Professional Consultant Services Agreement for the provision of professional Grant Writing and Management Services, dated July 8, 2025 ("Agreement") with an initial term of one year.

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3.2 Remaining Provisions. Except as specifically set forth in this First Amendment, the remaining provisions of the Agreement shall remain in full force and effect.

****Signatures on following page****

SIGNATURE PAGE TO

**FIRST AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT
BETWEEN CITY OF SIGNAL HILL AND GLOBAL URBAN STRATEGIES**

CITY OF SIGNAL HILL

By: _____
Carlo Tomaino
City Manager

By: _____
Omar E. Hernandez, President

ATTEST:

By: _____

By: _____
Tina Knapp
Assistant City Clerk

APPROVED AS TO FORM:

By: _____
Best Best & Krieger LLP
City Attorney

CITY OF SIGNAL HILL

FIRST AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT

1. PARTIES AND DATE.

This First Amendment to Professional Consultant Services Agreement ("First Amendment") is made and entered into this 8th day of July, 2025, by and between the City of Signal Hill, a municipal corporation, organized under the laws of the State of California, with its principal place of business at 2175 Cherry Avenue, Signal Hill, CA 90755 ("City") and Land CM, a California corporation, with its principal place of business at 29642 Alta Terra, Laguna Niguel, California, ("Consultant"). City and Consultant are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Agreement. The Parties entered into that certain Professional Consultant Services Agreement for the provision of professional Grant Writing and Management Services, dated July 8, 2025 ("Agreement") with an initial term of one year.

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****Signatures on following page****

SIGNATURE PAGE TO
FIRST AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT
BETWEEN CITY OF SIGNAL HILL AND LAND CM

CITY OF SIGNAL HILL

By: _____
Carlo Tomaino
City Manager

By: _____
Shirley Land, President
Land CM

ATTEST:

By: _____
Glen Land, Secretary
Land CM

By: _____
Tina Knapp
Assistant City Clerk

APPROVED AS TO FORM:

By: _____
Best Best & Krieger LLP
City Attorney

CITY OF SIGNAL HILL

FIRST AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT

1. PARTIES AND DATE.

This First Amendment to Professional Consultant Services Agreement ("First Amendment") is made and entered into this 8th day of July, 2025, by and between the City of Signal Hill, a municipal corporation, organized under the laws of the State of California, with its principal place of business at 2175 Cherry Avenue, Signal Hill, CA 90755 ("City") Townsend Public Affairs, a California corporation, with its principal place of business at 1401 Dove Street, Suite 430, Newport Beach, California ("Consultant"). City and Consultant are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Agreement. The Parties entered into that certain Professional Consultant Services Agreement for the provision of professional Grant Writing and Management Services, dated July 8, 2025 ("Agreement") with an initial term of one year.

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****Signatures on following page****

SIGNATURE PAGE TO

**FIRST AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT
BETWEEN CITY OF SIGNAL HILL AND TOWNSEND PUBLIC AFFAIRS**

CITY OF SIGNAL HILL

By: _____
Carlo Tomaino
City Manager

By: _____
Christopher Townsend, President

ATTEST:

By: _____

By: _____
Tina Knapp
Assistant City Clerk

APPROVED AS TO FORM:

By: _____
Best Best & Krieger LLP
City Attorney

CITY OF SIGNAL HILL

FIRST AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT

1. PARTIES AND DATE.

This First Amendment to Professional Consultant Services Agreement ("First Amendment") is made and entered into this 8th day of July, 2025, by and between the City of Signal Hill, a municipal corporation, organized under the laws of the State of California, with its principal place of business at 2175 Cherry Avenue, Signal Hill, CA 90755 ("City") and Villa Civil, a California corporation, with its principal place of business at 406 Jolina Way, Encinitas, California, ("Consultant"). City and Consultant are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Agreement. The Parties entered into that certain Professional Consultant Services Agreement for the provision of professional Grant Writing and Management Services, dated July 8, 2025 ("Agreement") with an initial term of one year.

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3.2 Remaining Provisions. Except as specifically set forth in this First Amendment, the remaining provisions of the Agreement shall remain in full force and effect.

****Signatures on following page****

SIGNATURE PAGE TO
FIRST AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT
BETWEEN CITY OF SIGNAL HILL AND VILLA CIVIL

CITY OF SIGNAL HILL

By: _____
Carlo Tomaino
City Manager

By: _____
Chrisy Villa, CEO

ATTEST:

By: _____

By: _____
Tina Knapp
Assistant City Clerk

APPROVED AS TO FORM:

By: _____
Best Best & Krieger LLP
City Attorney



CITY OF SIGNAL HILL
STAFF REPORT

2175 Cherry Avenue • Signal
Hill, California 90755-3799

7/8/2025

AGENDA ITEM

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

**FROM: CARLO TOMAINO
CITY MANAGER**

SUBJECT: APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of June 24, 2025.

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.



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

MINUTES OF A REGULAR MEETING SIGNAL HILL CITY COUNCIL June 24, 2025

A Regular Meeting of the Signal Hill City Council was held in-person in the Council Chamber on June 24, 2025.

(1) **CALL TO ORDER – 6:00 P.M.**

(2) **ROLL CALL**

PRESENT: MAYOR KEIR JONES
VICE MAYOR TINA HANSEN
COUNCIL MEMBER CHARLIE HONEYCUTT
COUNCIL MEMBER LORI WOODS

ABSENT: COUNCIL MEMBER ROBERT COPELAND

(3) **CLOSED SESSION**

- a. A CLOSED SESSION WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54957(B)(1) TO CONDUCT PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS.

TITLES: DEPUTY CITY MANAGER/DIRECTOR OF PARKS, RECREATION AND LIBRARY SERVICES; DIRECTOR OF PUBLIC WORKS/CITY ENGINEER; DIRECTOR OF COMMUNITY DEVELOPMENT; CHIEF OF POLICE; AND ACTING ADMINISTRATIVE SERVICES OFFICER/FINANCE DIRECTOR.

(4) **PUBLIC BUSINESS FROM THE FLOOR ON CLOSED SESSION ITEMS**

There was no public business from the floor.

(5) **RECESSED TO CLOSED SESSION**

It was moved by COUNCIL MEMBER WOODS and seconded by VICE MAYOR HANSEN to recess to Closed Session.

(6) RECONVENED REGULAR MEETING – 7:09 P.M.

Mayor Jones reconvened the meeting and led the audience in the Pledge of Allegiance.

(7) PLEDGE OF ALLEGIANCE

(8) CLOSED SESSION REPORT

The City Attorney reported on the closed session item; there was no reportable action taken.

(9) PUBLIC BUSINESS FROM THE FLOOR ON ITEMS NOT LISTED ON THE AGENDA

Signal Hill resident Sonia Savouljian thanked Public Works staff for the recent tree trimming done in the northern area of Signal Hill and the extra efforts taken to address the condition of area alleys.

(10) PRESENTATIONS

- a. PUBLIC WORKS DIRECTOR/CITY ENGINEER THOMAS BEKELE WILL INTRODUCE NEW EMPLOYEES TO THE CITY OF SIGNAL HILL.

Public Works Director/City Engineer Thomas Bekele introduced and welcomed new Public Works staff: Liz Camarena, Tanner Hiers, Marlena Ludwig, Ramiro Diaz, Bryant Lopez, and Cameron Williams.

- b. COMMUNICATION SPECIALIST CINDY FLARO WILL PRESENT ON THE CAPTURE SIGNAL HILL CITYWIDE PHOTO CONTEST.

Communications Specialist Cindy Flaro presented agenda item 10b, results of the Community-Wide Photo Contest:

Adult Division - Scenic Views: 1st Place, Kimberly Torres; 2nd Place, Patty Crozier; and 3rd Place, Christian Jeff

Adult Division - Community: 1st Place, Armando Lopez; 2nd Place, Hearim Yoo; and 3rd Place, Frank McIlquham

Youth Division: 1st Place, : Lay Linear; 2nd Place, Kenneth Mayfield; and 3rd Place, Kim Leon

(11) PUBLIC HEARINGS

- a. PUBLIC HEARING AND ADOPTION OF A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, CONFIRMING THE DIAGRAM AND ASSESSMENT FOR LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT NO. 1 AND LEVYING ASSESSMENTS ON

ASSESSABLE LOTS AND PARCELS FOR FISCAL YEAR 2025-26

Contracts Manager Margarita Beltran provided a presentation that gave an overview of the Landscape and Lighting Maintenance District No. 1, including levying assessments on assessable lots and parcels for Fiscal Year 2025-26.

The public hearing was opened at 7:32 p.m.

There were no comments from the floor.

The public hearing was closed at 7:33 p.m.

It was moved by COUNCIL MEMBER WOODS and seconded by VICE MAYOR HANSEN to confirm the diagram, approve and adopt the proposed annual assessments, declare the City Council's order to levy and collect assessments for the Landscape and Lighting Maintenance District No. 1, and adopt Resolution No. 2025-06-6887, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, CONFIRMING THE DIAGRAM AND ASSESSMENT FOR LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT NO. 1 AND LEVYING ASSESSMENTS ON ASSESSABLE LOTS AND PARCELS FOR FISCAL YEAR 2025 26.

The following vote resulted:

AYES: MAYOR JONES
VICE MAYOR HANSEN
COUNCIL MEMBER HONEYCUTT
COUNCIL MEMBER WOODS

NOES: NONE

ABSENT: COUNCIL MEMBER COPELAND

ABSTAIN: NONE

(12) **CITY MANAGER REPORTS**

a. FACILITIES MASTER PLAN

Public Works Director/City Engineer Bekele provided a presentation on this item. Council Member Woods thanked staff for developing this document as it provides a useful planning tool. It was moved by COUNCIL MEMBER WOODS and seconded by COUNCIL MEMBER HONEYCUTT to approve and adopt the Facilities Maser Plan Assessment Reports substantially in the form presented in the agenda packet.

The following vote resulted:

AYES: MAYOR JONES
VICE MAYOR HANSEN
COUNCIL MEMBER HONEYCUTT
COUNCIL MEMBER WOODS

NOES: NONE

ABSENT: COUNCIL MEMBER COPELAND

ABSTAIN: NONE

b. PUBLIC WORKS CONTRACT WITH SPIESS CONSTRUCTION COMPANY, INCORPORATED FOR THE GUNDRY RESERVOIR ROOF REPLACEMENT AND REHABILITATION PROJECT (PROJECT NO. 95.23001)

Associate Engineer Jesus Saldana provided a presentation on this item and responded to questions from the City Council regarding how much and where water will be diverted during this project and what the overall plan is for when the reservoir goes offline.

Mr. Saldana also responded to questions from Ms. Savouljian made during the public comment period for this item regarding access in/to the area surrounding this project and how this project relates to the upcoming storm water and catch basin project.

It was moved by VICE MAYOR HANSEN and seconded by COUNCIL MEMBER HONEYCUTT to authorize the City Manager to enter into a Public Works Contract with Spiess Construction Company, Incorporated, for the construction of the Gundry Reservoir Roof Replacement and Rehabilitation Project (Project No. 95.23001)), for a term of 120 working days and a not to exceed contract amount of \$6,707,137 in a form approved by the City Attorney; authorize a contingency of \$670,714 and up to a 60 working day extension to accommodate additional scope of work, changes, or any unforeseen conditions, to be utilized if approved by the Public Works Director, for a total construction budget of \$7,377,851; and adopt Resolution No. 2025-05-6888, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING THE ADOPTED BUDGET AND AUTHORIZING BUDGET APPROPRIATIONS FOR FISCAL YEAR 2025 26.

The following vote resulted:

AYES: MAYOR JONES
VICE MAYOR HANSEN
COUNCIL MEMBER HONEYCUTT
COUNCIL MEMBER WOODS

NOES: NONE

ABSENT: COUNCIL MEMBER COPELAND

ABSTAIN: NONE

(13) CONSENT CALENDAR

- a. PROPOSITION A LOS ANGELES COUNTY METROPOLITAN AUTHORITY TRANSPORTATION FUNDING APPROPRIATION
- b. CONTRACT AMENDMENT REGISTER DATED JUNE 24, 2025
- c. APPROVAL OF MEETING MINUTES
- d. SCHEDULE OF INVESTMENTS AND MONTHLY TRANSACTION REPORT
- e. WARRANT REGISTER DATED JUNE 24, 2025

It was moved by VICE MAYOR HANSEN and seconded by COUNCIL MEMBER WOODS to approve the Consent Calendar.

The following vote resulted:

AYES: MAYOR JONES
VICE MAYOR HANSEN
COUNCIL MEMBER HONEYCUTT
COUNCIL MEMBER WOODS

NOES: NONE

ABSENT: COUNCIL MEMBER COPELAND

ABSTAIN: NONE

(14) COUNCIL AGENDA--NEW BUSINESS

Council Member Woods expressed interest in including this year's Community-Wide Photo Contest winners' photos on the donation wall in the Library.

Vice Mayor Hansen relayed a message she received for service in the community, to which it was replied the request was already addressed.

Mayor Jones reported that he will be speaking at the Chamber of Commerce Luncheon on Thursday, June 26 with Assistant to the City Manager/Economic Development Manager Alfa Lopez on current events in the City, including the Opportunity Study Areas project. Mayor Jones also wished everyone a happy and safe 4th of July and reminded all that fireworks are prohibited in the City and to be mindful of road closures in the Hilltop area on the 4th and to plan accordingly.

(15) **ADJOURNMENT**

It was moved by VICE MAYOR HANSEN and seconded by COUNCIL MEMBER WOODS to adjourn tonight's meeting to the next Regular meeting of the City Council on July 8, 2025 at 7:00 p.m.

MAYOR JONES adjourned the meeting at 8:01 p.m.

KEIR JONES
MAYOR

Attest:

DARITZA GONZALEZ
CITY CLERK



CITY OF SIGNAL HILL
STAFF REPORT

2175 Cherry Avenue • Signal
Hill, California 90755-3799

7/8/2025

AGENDA ITEM

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

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: DAVID HOPPER
CITY TREASURER**

**SIAMLU COX
ADMINISTRATIVE SERVICES OFFICER/FINANCE DIRECTOR**

SUBJECT: WARRANT REGISTER PRESENTED JULY 8, 2025

Summary:

The Warrant Register is a listing of all general disbursements issued since the prior warrant register to be approved by the City Council.

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 Registers presented July 8, 2025.

Fiscal Impact:

The City has sufficient funds budgeted and available for payment.

Analysis:

Warrant Register for Council Meeting

Payment Type	Payment Date	Payment Numbers	Total
Regular Check	6/26/2025	120177 THRU 120240	\$ 138,836.37
Regular EFT	6/26/2025	104678 THRU 104710	\$ 256,169.36
Subtotal			\$ 395,005.73
Manual Draft*	5/28/2025 - 6/24/2025	VARIOUS	\$ 14,162.11
Manual Draft*	6/9/2025	DFT0014620 - DFT0014632	\$ 92,537.48
Manual Draft*	6/4/2025 - 6/16/2025	DFT0014770 - DFT0014777	\$ 67,775.08
Manual Draft*	6/9/2025	DFT0014733	\$ 81,184.98
Manual Draft*	6/9/2025	DFT0014761	\$ 1,541.99
Manual Draft*	6/10/2025 - 6/11/2025	DFT0014763 - DFT0014769	\$ 610.20
Manual Draft*	6/16/2025	DFT0014658	\$ 28,243.71
Manual Draft*	6/18/2025	VARIOUS	\$ 219,162.32
Utility Billing Refund	6/23/2025	120174 THRU 120176	\$ 2,185.47
Manual Draft*	6/25/2025	DFT0014778	\$1,473,779.67
Subtotal			\$1,981,183.01
Payroll**	6/18/2025	VARIOUS	\$ 537,697.02
Grand Total			\$2,913,885.76

* EFT/Draft - Electronic/Draft Funds Transfer

** Represents the total net payroll direct deposit on pay date

Staff is submitting all warrants for approval; invoices and supporting documentation are available for review in the Finance Department.

Attachment:

A. Warrant Register



City of Signal Hill

Warrant Register

By Vendor Name

Payment Dates 6/26/2025 - 6/26/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 9603 - 4IMPRINT, INC							
120177	06/26/2025	13750871	04/22/2025	THERM-O-TOTE INSULATED GROCERY BAG	100-47-5740	General Supplies	1,662.39
120177	06/26/2025	13775234	05/01/2025	BEACH BALL STRESS BALL	100-47-5740	General Supplies	1,179.20
Vendor 9603 - 4IMPRINT, INC Total:							2,841.59
Vendor: 8952 - ABC IMAGING							
104678	06/26/2025	I-22722775	05/08/2025	PROFESSIONAL SVCS: BANNERS - HEALTH FAIR	100-82-5470	Historical Preservation	1,094.70
Vendor 8952 - ABC IMAGING Total:							1,094.70
Vendor: 0007 - ABC PRESS							
120178	06/26/2025	250123	03/31/2025	PRINTING SVCS: BUSINESS CARDS	100-92-5740	General Supplies	77.18
120178	06/26/2025	250124	03/31/2025	PRINTING SVCS: BUSINESS CARDS	100-83-5740	General Supplies	416.75
120178	06/26/2025	250244	06/03/2025	GENERAL COUNCIL & COMMISSION SUPPLIES	100-44-5740	General Supplies	183.43
Vendor 0007 - ABC PRESS Total:							677.36
Vendor: 9852 - ADRIANNA JAFFRANI							
120179	06/26/2025	3112025	03/11/2025	DEPOSIT REFUND PERMIT # 2641	100-23550	Deposits-Community Services	60.00
Vendor 9852 - ADRIANNA JAFFRANI Total:							60.00
Vendor: 1351 - AIRGAS SPECIALTY PRODUCTS							
104679	06/26/2025	9161850095	06/05/2025	WATER DEPT SUPPLIES: AMMONIUM HYDROXIDE	500-40-5721	Special Department Supplies	1,920.31
Vendor 1351 - AIRGAS SPECIALTY PRODUCTS Total:							1,920.31
Vendor: 5054 - ALEX GABALDON							
120180	06/26/2025	06062025	06/06/2025	REIMBURSEMENT VOUCHER	100-73-5320	Travel & Training	232.00
Vendor 5054 - ALEX GABALDON Total:							232.00
Vendor: 9853 - ALJANDR TORRES							
120181	06/26/2025	3282025	03/28/2025	DEPOSIT REFUND PERMIT # 2649	100-23550	Deposits-Community Services	60.00
Vendor 9853 - ALJANDR TORRES Total:							60.00
Vendor: 1151 - ALL CITY MANAGEMENT SRVCS INC.							
104680	06/26/2025	100144	04/02/2025	CROSSING GUARD SVCS: 3/16-3/29	100-74-5400	Contract Services - General	5,628.46

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104680	06/26/2025	101622	05/28/2025	CROSSING GUARD SVCS: 5/11-5/24	100-74-5400	Contract Services - General	5,805.80
Vendor 1151 - ALL CITY MANAGEMENT SRVCS INC. Total:							11,434.26
Vendor: 8241 - ALLIED UNIVERSAL SECURITY SERVICES							
104681	06/26/2025	17172764	06/05/2025	SECURITY SVCS:	100-72-5400	Contract Services - General	3,996.24
Vendor 8241 - ALLIED UNIVERSAL SECURITY SERVICES Total:							3,996.24
Vendor: 9842 - ANGIE VILLANUEVA							
120182	06/26/2025	4302025	04/30/2025	DEPOSIT REFUND PERMIT 2660	100-23550	Deposits-Community Services	60.00
Vendor 9842 - ANGIE VILLANUEVA Total:							60.00
Vendor: 8951 - ARDURRA GROUP, INC.							
104682	06/26/2025	166322	06/05/2025	DESIGN SVCS: GUNDRY RESERVOIR IMPROVEMENTS	500-40-5840	Capital Outlay	9,760.00
Vendor 8951 - ARDURRA GROUP, INC. Total:							9,760.00
Vendor: 9774 - BARCODES LLC							
120183	06/26/2025	INV7554951	05/27/2025	MOBILE ZEBRA PRINTERS	100-72-5740	General Supplies	8,963.44
Vendor 9774 - BARCODES LLC Total:							8,963.44
Vendor: 1747 - BAVCO							
120184	06/26/2025	337821	06/13/2025	WATER DEPT SUPPLIES	500-40-5740	General Supplies	2,877.75
120184	06/26/2025	337828	06/13/2025	WATER DEPT SUPPLIES	500-40-5740	General Supplies	95.00
Vendor 1747 - BAVCO Total:							2,972.75
Vendor: 0519 - BEE BUSTERS							
120185	06/26/2025	154005	06/04/2025	PROFESSIONAL SVCS: COLONY ABATEMENT	100-95-5400	Contract Services - General	185.00
Vendor 0519 - BEE BUSTERS Total:							185.00
Vendor: 1811 - BLACK & WHITE EMERGENCY							
120186	06/26/2025	5762-1	06/10/2025	VEHICLE MAINT: UNIT #73024	601-40-5842	Vehicles & Large Equipment	500.00
120186	06/26/2025	5855	04/28/2025	VEHICLE MAINT: UNIT #728	601-40-5542	Vehicle Body Work Services	1,000.00
120186	06/26/2025	5858	04/28/2025	VEHICLE MAINT: UNIT #730	601-40-5542	Vehicle Body Work Services	800.00
Vendor 1811 - BLACK & WHITE EMERGENCY Total:							2,300.00
Vendor: 0062 - BRODART CO							
120187	06/26/2025	B6993860	05/24/2025	LIBRARY BOOK SUPPLIER	100-81-5721	Special Department Supplies	466.12
120187	06/26/2025	B6993886	05/24/2025	LIBRARY BOOK SUPPLIER	100-81-5721	Special Department Supplies	12.92
120187	06/26/2025	B6993976	05/24/2025	LIBRARY BOOK SUPPLIER	100-81-5721	Special Department Supplies	493.09
120187	06/26/2025	B6993977	05/24/2025	LIBRARY BOOK SUPPLIER	100-81-5721	Special Department Supplies	29.82
120187	06/26/2025	B6993978	05/24/2025	LIBRARY BOOK SUPPLIER	100-81-5721	Special Department Supplies	274.79
120187	06/26/2025	B6994032	05/24/2025	LIBRARY BOOK SUPPLIER	100-81-5721	Special Department Supplies	62.12
120187	06/26/2025	B6994106	05/24/2025	LIBRARY BOOK SUPPLIER	100-81-5721	Special Department Supplies	190.87
120187	06/26/2025	B6994187	05/24/2025	LIBRARY BOOK SUPPLIER	100-81-5721	Special Department Supplies	16.70
Vendor 0062 - BRODART CO Total:							1,546.43

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Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 8817 - CANON FINANCIAL SERVICES, INC.							
120188	06/26/2025	41246575	06/11/2025	COPIER LEASE: JUN 2025	100-51-5552	Rental/Lease of Equipment	1,554.91
120188	06/26/2025	41246575	06/11/2025	COPIER LEASE: JUN 2025	100-51-5552	Rental/Lease of Equipment	10.59
Vendor 8817 - CANON FINANCIAL SERVICES, INC. Total:							1,565.50
Vendor: 8635 - CATALYST ENVIRONMENTAL SOLUTIONS CORPORATION							
104683	06/26/2025	CSH-706	06/04/2025	PROFESSIONAL SVCS: EAST BURNETT ST PROJECT	400-40-5894	Street Capital Improvements	57.47
104683	06/26/2025	CSH-706	06/04/2025	PROFESSIONAL SVCS: EAST BURNETT ST PROJECT	400-40-5894	Street Capital Improvements	1,379.38
Vendor 8635 - CATALYST ENVIRONMENTAL SOLUTIONS CORPORATION Total:							1,436.85
Vendor: 1885 - CHARLIE HONEYCUTT							
120189	06/26/2025	06102025	06/10/2025	REIMBURSEMENT VOUCHER - CCCA CONF	100-41-5321	Council Development - Hone...	197.80
120189	06/26/2025	06172025	06/17/2025	REFUND FOR CANDIDATE STATEMENT	100-43-5460	Elections	238.72
Vendor 1885 - CHARLIE HONEYCUTT Total:							436.52
Vendor: 9851 - CHELSEY FERRELL							
120190	06/26/2025	4012025	04/01/2025	DEPOSIT REFUND PERMIT # 2650	100-23550	Deposits-Community Services	60.00
Vendor 9851 - CHELSEY FERRELL Total:							60.00
Vendor: 9846 - CHRISTOPHER RILES OASIS MINISTRY GROUP							
120191	06/26/2025	4142025	04/14/2025	DEPOSIT REFUND PERMIT # 2655	100-23550	Deposits-Community Services	60.00
Vendor 9846 - CHRISTOPHER RILES OASIS MINISTRY GROUP Total:							60.00
Vendor: 5431 - CINTAS CORPORATION							
120192	06/26/2025	4213350235	12/03/2024	UNIFORMS	100-92-5730	Uniforms	41.29
120192	06/26/2025	4213350235	12/03/2024	UNIFORMS	100-94-5730	Uniforms	13.86
120192	06/26/2025	4213350235	12/03/2024	UNIFORMS	100-95-5730	Uniforms	57.15
120192	06/26/2025	4213350235	12/03/2024	UNIFORMS	500-40-5730	Uniforms	207.21
120192	06/26/2025	4213350235	12/03/2024	UNIFORMS	601-40-5730	Uniforms	7.04
120192	06/26/2025	4219212930	01/28/2025	UNIFORMS	100-92-5730	Uniforms	37.22
120192	06/26/2025	4219212930	01/28/2025	UNIFORMS	100-94-5730	Uniforms	13.86
120192	06/26/2025	4219212930	01/28/2025	UNIFORMS	100-95-5730	Uniforms	44.20
120192	06/26/2025	4219212930	01/28/2025	UNIFORMS	500-40-5730	Uniforms	61.58
120192	06/26/2025	4219212930	01/28/2025	UNIFORMS	601-40-5730	Uniforms	7.70
120192	06/26/2025	4220672357	02/11/2025	UNIFORMS	100-92-5730	Uniforms	35.76
120192	06/26/2025	4220672357	02/11/2025	UNIFORMS	100-94-5730	Uniforms	13.86
120192	06/26/2025	4220672357	02/11/2025	UNIFORMS	100-95-5730	Uniforms	38.06
120192	06/26/2025	4220672357	02/11/2025	UNIFORMS	500-40-5730	Uniforms	32.57
120192	06/26/2025	4220672357	02/11/2025	UNIFORMS	601-40-5730	Uniforms	7.70
120192	06/26/2025	4221416378	02/18/2025	UNIFORMS	100-92-5730	Uniforms	35.24
120192	06/26/2025	4221416378	02/18/2025	UNIFORMS	100-94-5730	Uniforms	13.86
120192	06/26/2025	4221416378	02/18/2025	UNIFORMS	100-95-5730	Uniforms	36.18

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120192	06/26/2025	4221416378	02/18/2025	UNIFORMS	500-40-5730	Uniforms	27.97
120192	06/26/2025	4221416378	02/18/2025	UNIFORMS	601-40-5730	Uniforms	7.70
120192	06/26/2025	4223621199	03/11/2025	UNIFORMS	100-92-5730	Uniforms	35.60
120192	06/26/2025	4223621199	03/11/2025	UNIFORMS	100-94-5730	Uniforms	13.86
120192	06/26/2025	4223621199	03/11/2025	UNIFORMS	100-95-5730	Uniforms	36.18
120192	06/26/2025	4223621199	03/11/2025	UNIFORMS	500-40-5730	Uniforms	27.57
120192	06/26/2025	4223621199	03/11/2025	UNIFORMS	601-40-5730	Uniforms	7.70
120192	06/26/2025	4229511361	05/06/2025	UNIFORMS	100-92-5730	Uniforms	40.85
120192	06/26/2025	4229511361	05/06/2025	UNIFORMS	100-94-5730	Uniforms	13.86
120192	06/26/2025	4229511361	05/06/2025	UNIFORMS	100-95-5730	Uniforms	50.61
120192	06/26/2025	4229511361	05/06/2025	UNIFORMS	500-40-5730	Uniforms	350.75
120192	06/26/2025	4229511361	05/06/2025	UNIFORMS	601-40-5730	Uniforms	7.70
Vendor 5431 - CINTAS CORPORATION Total:							1,324.69
Vendor: 0714 - CIRCLE MARINA CW LLC							
104684	06/26/2025	060325	06/03/2025	CAR WASHES: MAY 2025	100-74-5540	Vehicle Maintenance	112.00
Vendor 0714 - CIRCLE MARINA CW LLC Total:							112.00
Vendor: 9447 - CLARENCE ROSS							
120193	06/26/2025	06142025	06/14/2025	LIBRARY PROGRAM: JUNETEENTH	100-81-5723	Event/Program Costs	475.00
Vendor 9447 - CLARENCE ROSS Total:							475.00
Vendor: 1239 - CLEAN ENERGY							
104685	06/26/2025	CE12784451	05/31/2025	CNG FUEL: MAY 2025	601-40-5754	Fuel Purchases	700.72
Vendor 1239 - CLEAN ENERGY Total:							700.72
Vendor: 1136 - CLEANSTREET, LLC							
104686	06/26/2025	CA1002592	05/31/2025	STREET SWEEPING SVCS: MAY 2025	100-93-5525	Street Sweeping Services	25,244.25
Vendor 1136 - CLEANSTREET, LLC Total:							25,244.25
Vendor: 0336 - CONSERVATION CORP OF LB							
104687	06/26/2025	8707	02/28/2025	CLEAN UP & MAINT: BUS STOPS - FEB 2025	202-40-5400	Contract Services - General	1,826.40
104687	06/26/2025	8733	03/31/2025	CLEAN UP & MAINT: CHERRY & WILLOW - MAR 2025	100-93-5400	Contract Services - General	912.00
104687	06/26/2025	8734	03/31/2025	CLEAN UP & MAINT: BUS STOPS - MAR 2025	202-40-5400	Contract Services - General	1,826.40
Vendor 0336 - CONSERVATION CORP OF LB Total:							4,564.80
Vendor: 9843 - DALTON MITCEHLL							
120194	06/26/2025	2192025	02/19/2025	DEPOSIT REFUND PERMIT # 2632	100-23550	Deposits-Community Services	60.00
Vendor 9843 - DALTON MITCEHLL Total:							60.00
Vendor: 9147 - DANIA B CALDERON							
104688	06/26/2025	195	05/30/2025	LIBRARY PROGRAM: HEALTH WELLNESS	100-81-5723	Event/Program Costs	70.00

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104688	06/26/2025	196	05/30/2025	LIBRARY PROGRAM: HEALTH WELLNESS	100-81-5723	Event/Program Costs	70.00
104688	06/26/2025	197	05/30/2025	LIBRARY PROGRAM: HEALTH WELLNESS	100-81-5723	Event/Program Costs	70.00
104688	06/26/2025	198	05/30/2025	LIBRARY PROGRAM: HEALTH WELLNESS	100-81-5723	Event/Program Costs	70.00
104688	06/26/2025	199	06/10/2025	LIBRARY PROGRAM: HEALTH WELLNESS	100-81-5723	Event/Program Costs	70.00
104688	06/26/2025	200	06/10/2025	LIBRARY PROGRAM: HEALTH WELLNESS	100-81-5723	Event/Program Costs	70.00
104688	06/26/2025	201	06/10/2025	LIBRARY PROGRAM: HEALTH WELLNESS	100-81-5723	Event/Program Costs	70.00
Vendor 9147 - DANIA B CALDERON Total:							490.00
Vendor: 9577 - DDC ELECTRIC SUPPLY, INC							
120195	06/26/2025	G-36511	05/28/2025	PUBLIC WORKS SUPPLIES	100-92-5740	General Supplies	2,907.72
120195	06/26/2025	G-7696	05/31/2025	CREDIT MEMO: PUBLIC WORKS SUPPLIES	100-92-5740	General Supplies	-87.36
Vendor 9577 - DDC ELECTRIC SUPPLY, INC Total:							2,820.36
Vendor: 9277 - ERIKA SEGURA ROMERO							
120196	06/26/2025	CHC-548	03/17/2025	LIBRARY PROGRAM: SOUND BATH	100-81-5723	Event/Program Costs	350.00
Vendor 9277 - ERIKA SEGURA ROMERO Total:							350.00
Vendor: 9827 - GAMA SONIC USA INC							
120197	06/26/2025	31812	06/02/2025	SOLAR SHELTER LIGHTS	202-40-5400	Contract Services - General	9,999.80
Vendor 9827 - GAMA SONIC USA INC Total:							9,999.80
Vendor: 9604 - GOMEZ GROWERS INC							
120198	06/26/2025	20250606-1	06/06/2025	PUBLIC WORKS SUPPLIES	100-94-5740	General Supplies	886.76
Vendor 9604 - GOMEZ GROWERS INC Total:							886.76
Vendor: 9299 - GRACE ENVIROMENT SERVICES, INC							
120199	06/26/2025	1961	05/31/2025	RESIDENTIAL WATER METER READING SERVICES: MAY 2025	500-40-5400	Contract Services - General	4,730.08
Vendor 9299 - GRACE ENVIROMENT SERVICES, INC Total:							4,730.08
Vendor: 1194 - GRAINGER							
104689	06/26/2025	9526101986	06/02/2025	PUBLIC WORKS SUPPLIES	100-92-5740	General Supplies	173.93
104689	06/26/2025	9528231526	06/03/2025	PUBLIC WORKS SUPPLIES	100-92-5740	General Supplies	109.22
Vendor 1194 - GRAINGER Total:							283.15
Vendor: 0200 - GWMA							
120200	06/26/2025	HTU-24-54	05/01/2025	GWMA MEMBERSHIP	100-93-5425	TMDL Watershed Professiona..	526.63
Vendor 0200 - GWMA Total:							526.63
Vendor: 0225 - HACH COMPANY							
104690	06/26/2025	14518727	05/30/2025	WATER DEPT SUPPLIES	500-40-5721	Special Department Supplies	2,169.07

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104690	06/26/2025	14524444	06/03/2025	WATER DEPT SUPPLIES	500-40-5721	Special Department Supplies	903.77
104690	06/26/2025	14527072	06/05/2025	WATER DEPT SUPPLIES	500-40-5721	Special Department Supplies	934.67
						Vendor 0225 - HACH COMPANY Total:	4,007.51
Vendor: 8595 - HEALTHEQUITY, INC.							
104691	06/26/2025	INV7970351	06/25/2025	FSA ADMIN FEE: JUN 2025	100-53-5273	Health Benefits	150.00
						Vendor 8595 - HEALTHEQUITY, INC. Total:	150.00
Vendor: 5649 - HINDERLITER, de LLAMAS & ASSOCIATES							
120201	06/26/2025	SIN050708	05/30/2025	SALES TAX ANALYTICS: APR-JUN 2025	100-53-5420	Professional Services	1,200.00
120201	06/26/2025	SIN050708	05/30/2025	SALES TAX ANALYTICS: APR-JUN 2025	100-53-5420	Professional Services	1,720.26
						Vendor 5649 - HINDERLITER, de LLAMAS & ASSOCIATES Total:	2,920.26
Vendor: 5432 - IAN BRIDGES							
120202	06/26/2025	05282025	05/28/2025	TRNG/TRVL REIMBURSEMENT	100-72-5320	Travel & Training	8.00
						Vendor 5432 - IAN BRIDGES Total:	8.00
Vendor: 9239 - INSTANT SIGNS CYPRESS, LLC							
104692	06/26/2025	3800	06/05/2025	BUS STOP PLEXIGLASS	202-40-5400	Contract Services - General	2,908.24
						Vendor 9239 - INSTANT SIGNS CYPRESS, LLC Total:	2,908.24
Vendor: 9845 - IVAN HUIZAR							
120203	06/26/2025	3142025	03/14/2025	DEPOSIT REFUND PERMIT # 2642	100-23550	Deposits-Community Services	288.00
						Vendor 9845 - IVAN HUIZAR Total:	288.00
Vendor: 1661 - JOE A. GONSALVES & SON							
120204	06/26/2025	162520	05/22/2025	STATE LEGISLATIVE ADVOCACY: JUN 2025	100-44-5400	Contract Services - General	4,000.00
						Vendor 1661 - JOE A. GONSALVES & SON Total:	4,000.00
Vendor: 4316 - JOHNSTONE SUPPLY							
120205	06/26/2025	3112684	06/03/2025	PUBLIC WORKS SUPPLIES	100-92-5740	General Supplies	44.20
						Vendor 4316 - JOHNSTONE SUPPLY Total:	44.20
Vendor: 9158 - KICK IT UP KIDZ LLC							
120206	06/26/2025	66486	06/07/2025	SENIOR: FITNESS INSTRUCTOR	100-82-5723	Event/Program Costs	80.00
						Vendor 9158 - KICK IT UP KIDZ LLC Total:	80.00
Vendor: 5777 - KIM AGGABAO							
104693	06/26/2025	05242025	05/24/2025	REIMBURSEMENT VOUCHER	100-73-5320	Travel & Training	263.86
104693	06/26/2025	05302025	05/30/2025	REIMBURSEMENT VOUCHER	100-73-5320	Travel & Training	270.01
						Vendor 5777 - KIM AGGABAO Total:	533.87
Vendor: 9849 - KIRESTIN ROGERS							
120207	06/26/2025	362025	03/06/2025	DEPOSIT REFUND PERMIT # 2638	100-23550	Deposits-Community Services	60.00
						Vendor 9849 - KIRESTIN ROGERS Total:	60.00

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Vendor: 8790 - L.N. CURTIS AND SONS							
120208	06/26/2025	INV957959	06/12/2025	UNIFORMS	100-72-5730	Uniforms	196.34
120208	06/26/2025	INV957960	06/12/2025	UNIFORMS	100-72-5730	Uniforms	341.89
Vendor 8790 - L.N. CURTIS AND SONS Total:							538.23
Vendor: 9466 - LBG EXPRESS CAR WASH, LLC							
120209	06/26/2025	839	05/31/2025	CITYWIDE CAR WASH: MAY 2025	601-40-5540	Vehicle Maintenance	90.00
Vendor 9466 - LBG EXPRESS CAR WASH, LLC Total:							90.00
Vendor: 0032 - LEAGUE OF CALIFORNIA CITIES							
120210	06/26/2025	4413	06/12/2025	DUES & MEMBERSHIPS	100-16000	Inventory & Prepayments	1,149.75
Vendor 0032 - LEAGUE OF CALIFORNIA CITIES Total:							1,149.75
Vendor: 1754 - LORI WOODS							
120211	06/26/2025	06172025	06/17/2025	REFUND FOR CANDIDATE STATEMENT	100-43-5460	Elections	238.72
Vendor 1754 - LORI WOODS Total:							238.72
Vendor: 9269 - MACHAN SIGN COMPANY, INC							
120212	06/26/2025	33422	05/30/2025	GAS CANOPY SIGN	100-92-5740	General Supplies	2,945.00
120212	06/26/2025	33423	06/02/2025	BUS SHELTER SIGNAGE	202-40-5400	Contract Services - General	2,956.50
120212	06/26/2025	33424	06/02/2025	SHPD SIGN	100-92-5740	General Supplies	711.75
Vendor 9269 - MACHAN SIGN COMPANY, INC Total:							6,613.25
Vendor: 5140 - MICHAEL BAKER INTERNATIONAL, INC.							
104694	06/26/2025	1250563	06/04/2025	CDBG: PROGRAM MANAGEMENT & LABOR COMPLIANCE SVCS	100-82-5400	Contract Services - General	892.50
Vendor 5140 - MICHAEL BAKER INTERNATIONAL, INC. Total:							892.50
Vendor: 8768 - MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT							
120213	06/26/2025	20252	03/03/2025	SUMMER YOUTH EXCURSION: 7/18/24	100-16000	Inventory & Prepayments	330.00
Vendor 8768 - MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT Total:							330.00
Vendor: 8893 - MUCHOS PRINTS							
120214	06/26/2025	269	06/13/2025	YOUTH SPORTS JERSEYS	100-83-5723	Event/Program Costs	756.25
120214	06/26/2025	270	06/16/2025	HATS: VOLUNTEER UNIFORM	100-82-5730	Uniforms	682.00
120214	06/26/2025	271	06/16/2025	SHIRTS: LEADERS IN TRAINING	100-82-5730	Uniforms	412.50
Vendor 8893 - MUCHOS PRINTS Total:							1,850.75
Vendor: 9841 - NANCY MONTOYA							
120215	06/26/2025	4082025	04/08/2025	DEPOSIT REFUND PERMIT 2652	100-23550	Deposits-Community Services	60.00
Vendor 9841 - NANCY MONTOYA Total:							60.00

Warrant Register						Payment Dates: 6/26/2025 - 6/26/2025	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 9847 - NGAN KIM NGUYEN							
120216	06/26/2025	492025	04/09/2025	DEPOSIT REFUND PERMIT # 2653	100-23550	Deposits-Community Services	60.00
Vendor 9847 - NGAN KIM NGUYEN Total:							60.00
Vendor: 5672 - NORTHSTAR CHEMICAL							
104695	06/26/2025	311933	05/31/2025	WATER DEPT SUPPLIES: SODIUM HYPOCHLORITE	500-40-5721	Special Department Supplies	1,210.02
Vendor 5672 - NORTHSTAR CHEMICAL Total:							1,210.02
Vendor: 5635 - NV5 INC							
120217	06/26/2025	454421	06/16/2025	FY 25-26 LLMD ENGINEER'S REPORT	260-40-5400	Contract Services - General	1,500.00
Vendor 5635 - NV5 INC Total:							1,500.00
Vendor: 4738 - OCEAN BLUE ENVIRONMENTAL SERVICES, INC.							
104696	06/26/2025	41496	06/02/2025	PROFESSIONAL SVCS: WASTE PICK UP	100-93-5400	Contract Services - General	1,598.97
Vendor 4738 - OCEAN BLUE ENVIRONMENTAL SERVICES, INC. Total:							1,598.97
Vendor: 0170 - OFFICE DEPOT							
104697	06/26/2025	425319320001	06/11/2025	OFFICE SUPPLIES: PRL	100-81-5740	General Supplies	93.68
104697	06/26/2025	425448160001	06/09/2025	OFFICE SUPPLIES	100-76-5740	General Supplies	303.64
104697	06/26/2025	425475646001	06/06/2025	OFFICE SUPPLIES	100-76-5740	General Supplies	107.49
104697	06/26/2025	425484254001	06/09/2025	OFFICE SUPPLIES	100-77-5740	General Supplies	133.46
104697	06/26/2025	426168713001	06/05/2025	OFFICE SUPPLIES	100-51-5710	Office Supplies	148.58
104697	06/26/2025	426209122001	05/30/2025	OFFICE SUPPLIES	100-53-5740	General Supplies	58.39
104697	06/26/2025	427829271001	06/09/2025	OFFICE SUPPLIES	100-76-5740	General Supplies	109.13
Vendor 0170 - OFFICE DEPOT Total:							954.37
Vendor: 7837 - OFFICE SOLUTIONS BUSINESS PRODUCTS & SERV LLC							
104698	06/26/2025	I-02319731	06/10/2025	CITY HALL REMODEL: NEW FURNISHINGS / ARCHITECTURES	400-40-5896	Facilities Capital Improvement	3,867.50
104698	06/26/2025	Q170434-R3	06/10/2025	LIBRARY: CHAIR REPLACEMENT	100-81-5740	General Supplies	17,430.64
Vendor 7837 - OFFICE SOLUTIONS BUSINESS PRODUCTS & SERV LLC Total:							21,298.14
Vendor: 1874 - OLLIE GEORGE CIGLIANO							
120218	06/26/2025	0000059	06/16/2025	LIBRARY: SUMMER READING PROGRAM	100-81-5723	Event/Program Costs	400.00
Vendor 1874 - OLLIE GEORGE CIGLIANO Total:							400.00
Vendor: 9354 - PACIFIC GENERAL CLEANING SERVICE INC							
120219	06/26/2025	INV- 24334	06/03/2025	AIR DUCT CLEANING SERVICES: YOUTH CENTER	100-92-5400	Contract Services - General	3,917.00
120219	06/26/2025	INV-24333	06/02/2025	AIR DUCT CLEANING SERVICES: PD	100-92-5400	Contract Services - General	15,661.00

Warrant Register						Payment Dates: 6/26/2025 - 6/26/2025	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
120219	06/26/2025	INV-24335	06/03/2025	AIR DUCT CLEANING SERVICES: LIBRARY	100-92-5400	Contract Services - General	13,056.00
Vendor 9354 - PACIFIC GENERAL CLEANING SERVICE INC Total:							32,634.00
Vendor: 9839 - PANIQ ROOM LONG BEACH LLC							
120220	06/26/2025	000013	04/16/2025	SUMMER YOUTH EXCURSION: 7/17/2025	100-16000	Inventory & Prepayments	728.93
Vendor 9839 - PANIQ ROOM LONG BEACH LLC Total:							728.93
Vendor: 8819 - PARKWOOD LANDSCAPE MAINTENANCE, INC.							
120221	06/26/2025	109510	05/31/2025	LLMD LANDSCAPE MAINT: MAY 2025	260-40-5530	Lawn Care Services	2,611.97
Vendor 8819 - PARKWOOD LANDSCAPE MAINTENANCE, INC. Total:							2,611.97
Vendor: 9625 - PLACEWORKS, INC							
120222	06/26/2025	CSHI-01.0-6	05/31/2025	PLACEWORKS - OSA STUDY	100-47-5400	Contract Services - General	15,401.25
Vendor 9625 - PLACEWORKS, INC Total:							15,401.25
Vendor: 0600 - RED WING SHOE STORE							
104699	06/26/2025	20250610013553	06/10/2025	BOOTS (2)	100-95-5730	Uniforms	541.99
104699	06/26/2025	20250610013553	06/10/2025	BOOTS (2)	500-40-5730	Uniforms	259.04
Vendor 0600 - RED WING SHOE STORE Total:							801.03
Vendor: 1884 - ROBERT COPELAND							
120223	06/26/2025	06172025	06/17/2025	REFUND FOR CANDIDATE STATEMENT	100-43-5460	Elections	238.72
Vendor 1884 - ROBERT COPELAND Total:							238.72
Vendor: 9850 - RON JOHNSON							
120224	06/26/2025	3262025	03/26/2025	DEPOSIT REFUND PERMIT # 2647	100-23550	Deposits-Community Services	60.00
Vendor 9850 - RON JOHNSON Total:							60.00
Vendor: 3019 - RPW SERVICES							
120225	06/26/2025	45025	05/27/2025	RODENT CONTROL: 1925 E 21ST - MAY 2025	100-94-5400	Contract Services - General	230.00
Vendor 3019 - RPW SERVICES Total:							230.00
Vendor: 1816 - RUIZ CONCRETE AND PAVING, INC.							
120226	06/26/2025	10526-03-REV01	06/17/2025	BURNETT ALLEY RETENTION RELEASE	100-21150	Retention Payable	1,280.47
Vendor 1816 - RUIZ CONCRETE AND PAVING, INC. Total:							1,280.47
Vendor: 0992 - RUSSELL ROBINETT							
104700	06/26/2025	06252025-2	06/26/2025	RENT PAYMENTS: JUL 2025	100-47-5551	Rental of Land & Buildings Exp	0.02
104700	06/26/2025	06262025	06/26/2025	RENT PAYMENTS: JUL 2025	100-47-5551	Rental of Land & Buildings Exp	955.23
104700	06/26/2025	06262025	06/26/2025	RENT PAYMENTS: JUL 2025	100-47-5551	Rental of Land & Buildings Exp	716.41
104700	06/26/2025	06262025	06/26/2025	RENT PAYMENTS: JUL 2025	100-47-5551	Rental of Land & Buildings Exp	671.66
104700	06/26/2025	06262025	06/26/2025	RENT PAYMENTS: JUL 2025	100-47-5551	Rental of Land & Buildings Exp	642.33
104700	06/26/2025	06262025	06/26/2025	RENT PAYMENTS: JUL 2025	100-47-5551	Rental of Land & Buildings Exp	956.83

Warrant Register						Payment Dates: 6/26/2025 - 6/26/2025	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
104700	06/26/2025	06262025	06/26/2025	RENT PAYMENTS: JUL 2025	100-47-5551	Rental of Land & Buildings Exp	3,681.63
104700	06/26/2025	06262025	06/26/2025	RENT PAYMENTS: JUL 2025	100-47-5551	Rental of Land & Buildings Exp	958.00
104700	06/26/2025	06262025	06/26/2025	RENT PAYMENTS: JUL 2025	100-47-5551	Rental of Land & Buildings Exp	1,313.38
104700	06/26/2025	06262025	06/26/2025	RENT PAYMENTS: JUL 2025	100-47-5551	Rental of Land & Buildings Exp	3,441.63
104700	06/26/2025	06262025	06/26/2025	RENT PAYMENTS: JUL 2025	100-47-5551	Rental of Land & Buildings Exp	6,125.08
104700	06/26/2025	06262025	06/26/2025	RENT PAYMENTS: JUL 2025	100-47-5551	Rental of Land & Buildings Exp	22,233.33
104700	06/26/2025	06262025-1	06/26/2025	RENT PAYMENTS: JUL 2025	100-47-5551	Rental of Land & Buildings Exp	0.04
104700	06/26/2025	06262025-1	06/26/2025	RENT PAYMENTS: JUL 2025	100-47-5551	Rental of Land & Buildings Exp	0.02
104700	06/26/2025	06262025-1	06/26/2025	RENT PAYMENTS: JUL 2025	100-47-5551	Rental of Land & Buildings Exp	0.01
104700	06/26/2025	06262025-1	06/26/2025	RENT PAYMENTS: JUL 2025	100-47-5551	Rental of Land & Buildings Exp	0.04
104700	06/26/2025	06262025-1	06/26/2025	RENT PAYMENTS: JUL 2025	100-47-5551	Rental of Land & Buildings Exp	0.02
104700	06/26/2025	06262025-3	06/26/2025	RENT PAYMENTS: JUL 2025	100-47-5551	Rental of Land & Buildings Exp	0.01
						Vendor 0992 - RUSSELL ROBINETT Total:	41,695.67
Vendor: 3508 - S & J SUPPLY CO INC							
104701	06/26/2025	S100250215.002	06/02/2025	WATER DEPT SUPPLIES	500-40-5740	General Supplies	663.00
						Vendor 3508 - S & J SUPPLY CO INC Total:	663.00
Vendor: 0353 - SIGNAL HILL AUTOMOTIVE & TIRE							
120227	06/26/2025	116450	06/09/2025	VEHICLE MAINT: UNIT #51809	601-40-5540	Vehicle Maintenance	2,916.59
						Vendor 0353 - SIGNAL HILL AUTOMOTIVE & TIRE Total:	2,916.59
Vendor: 8350 - SONIA SAVOULIAN							
104702	06/26/2025	06172025	06/17/2025	REFUND FOR CANDIDATE STATEMENT	100-43-5460	Elections	238.72
						Vendor 8350 - SONIA SAVOULIAN Total:	238.72
Vendor: 9838 - STAGERIGHT CORPORATION							
120228	06/26/2025	257373	04/17/2025	PORTABLE STAGE AND STORAGE CART	100-82-5721	Special Department Supplies	11,749.73
						Vendor 9838 - STAGERIGHT CORPORATION Total:	11,749.73
Vendor: 6207 - STEPHANIE'S LINENS AND MORE, LLC							
120229	06/26/2025	230501052	05/28/2025	RENTAL SVCS: DCC DIVERSITY BREAKFAST	100-44-5330	Meetings	300.00
						Vendor 6207 - STEPHANIE'S LINENS AND MORE, LLC Total:	300.00
Vendor: 5227 - STUDIO SPECTRUM							
104703	06/26/2025	193108	06/01/2025	CITY COUNCIL CHAMBER A/V IMPROVEMENT PROJECT:5-25	100-43-5400	Contract Services - General	1,950.00
104703	06/26/2025	193118	06/10/2025	LIBRARY COMMUNITY ROOM AV EQUIPMENT	100-81-5560	Repair & Maintenance Servic...	12,032.80
						Vendor 5227 - STUDIO SPECTRUM Total:	13,982.80
Vendor: 9636 - SVA ARCHITECTS, INC							
104704	06/26/2025	63633	05/31/2025	PROFESSIONAL SVCS: AMPHITHEATER PROJECT	400-40-5896	Facilities Capital Improvement	52,645.50
						Vendor 9636 - SVA ARCHITECTS, INC Total:	52,645.50

Warrant Register						Payment Dates: 6/26/2025 - 6/26/2025	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 9848 - TAMMIE WONG							
120230	06/26/2025	3242025	03/24/2025	DEPOSIT REFUND PERMIT # 2644	100-23550	Deposits-Community Services	60.00
Vendor 9848 - TAMMIE WONG Total:							60.00
Vendor: 5109 - TERMINIX INTERNATIONAL LP							
120231	06/26/2025	460080618	05/27/2025	PEST CONTROL SVCS: MAY 2025	100-92-5400	Contract Services - General	139.00
Vendor 5109 - TERMINIX INTERNATIONAL LP Total:							139.00
Vendor: 6719 - THE BLUE SUBMARINE							
120232	06/26/2025	573	02/03/2025	LIBRARY: SUMMER READING PROGRAM	100-81-5723	Event/Program Costs	225.00
Vendor 6719 - THE BLUE SUBMARINE Total:							225.00
Vendor: 1670 - THE CHARTERS MAILING GROUP INC							
120233	06/26/2025	27848	04/16/2025	SUMMER 2025 MAILING	100-82-5630	Media Services	522.27
Vendor 1670 - THE CHARTERS MAILING GROUP INC Total:							522.27
Vendor: 9457 - THE SAUCE CREATIVE SERVICES CORP							
104705	06/26/2025	7644	06/04/2025	CITY VIEWS NEWSLETTER PRINTING AND DESIGN	100-45-5400	Contract Services - General	549.67
104705	06/26/2025	7644	06/04/2025	CITY VIEWS NEWSLETTER PRINTING AND DESIGN	100-45-5632	Newsletter	10,646.75
104705	06/26/2025	7645	06/04/2025	POSTAGE: SUMMER CITY VIEWS 2025	100-45-5720	Postage	1,229.80
Vendor 9457 - THE SAUCE CREATIVE SERVICES CORP Total:							12,426.22
Vendor: 0399 - THE SIGNAL TRIBUNE							
104706	06/26/2025	59662	05/16/2025	PUBLICATION OF PUBLIC NOTICES	100-43-5630	Media Services	219.24
104706	06/26/2025	59680	05/30/2025	PUBLICATION OF PUBLIC NOTICES	100-43-5630	Media Services	222.60
104706	06/26/2025	59690	06/06/2025	PUBLICATION OF PUBLIC NOTICES	100-43-5630	Media Services	220.29
Vendor 0399 - THE SIGNAL TRIBUNE Total:							662.13
Vendor: 1723 - TRAFFIC MANAGEMENT INC							
120234	06/26/2025	06-116037	06/09/2025	PUBLIC WORKS SUPPLIES	100-95-5740	General Supplies	598.92
Vendor 1723 - TRAFFIC MANAGEMENT INC Total:							598.92
Vendor: 0122 - ULINE							
120235	06/26/2025	193425403	05/28/2025	SAFETY GLOVES	100-73-5740	General Supplies	513.91
120235	06/26/2025	193675425	06/03/2025	WATER DEPT SUPPLIES	100-92-5830	Furniture and Fixtures	2,107.91
Vendor 0122 - ULINE Total:							2,621.82
Vendor: 0497 - UNDERGROUND SERVICE ALERT							
120236	06/26/2025	24-254080	06/01/2025	CA STATE REGULATORY COSTS: JUN 2025	500-40-5400	Contract Services - General	59.70

Warrant Register						Payment Dates: 6/26/2025 - 6/26/2025	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
120236	06/26/2025	520250697	06/01/2025	MONTHLY DATABASE MAINT: JUN 2025	500-40-5400	Contract Services - General	169.10
Vendor 0497 - UNDERGROUND SERVICE ALERT Total:							228.80
Vendor: 9139 - V&V MANUFACTURING, INC							
120237	06/26/2025	62474	05/27/2025	BADGE SVCS	100-76-5730	Uniforms	139.83
Vendor 9139 - V&V MANUFACTURING, INC Total:							139.83
Vendor: 8896 - VITAL RECORDS CONTROL							
104707	06/26/2025	5097692	05/31/2025	OFFSITE STORAGE SVCS: MAY 2025	100-43-5420	Professional Services	224.07
Vendor 8896 - VITAL RECORDS CONTROL Total:							224.07
Vendor: 1110 - W.G. ZIMMERMAN ENGINEERING INC.							
104708	06/26/2025	25-05-768	06/10/2025	ON CALL SERVICES FY 24-25: MAY PROGRESS REPORT	100-91-5400	Contract Services - General	1,687.50
Vendor 1110 - W.G. ZIMMERMAN ENGINEERING INC. Total:							1,687.50
Vendor: 1316 - WATER REPLENISHMENT DISTRICT							
104709	06/26/2025	04302025	04/30/2025	GROUNDWATER REPLENISHMENT: APR 2025	500-40-5780	Water Supply Costs	32,678.86
Vendor 1316 - WATER REPLENISHMENT DISTRICT Total:							32,678.86
Vendor: 5161 - WECK LABORATORIES							
120238	06/26/2025	W5D2049	04/29/2025	WATER ANALYSIS	500-40-5400	Contract Services - General	330.00
120238	06/26/2025	W5D2050	04/29/2025	WATER ANALYSIS	500-40-5400	Contract Services - General	120.00
120238	06/26/2025	W5E1573	05/27/2025	WATER ANALYSIS	500-40-5400	Contract Services - General	395.00
120238	06/26/2025	W5E1730	05/30/2025	WATER ANALYSIS	500-40-5400	Contract Services - General	156.00
120238	06/26/2025	W5F0036	06/02/2025	WATER ANALYSIS	500-40-5400	Contract Services - General	201.00
120238	06/26/2025	W5F0042	06/02/2025	WATER ANALYSIS	500-40-5400	Contract Services - General	150.00
120238	06/26/2025	W5F0179	06/03/2025	WATER ANALYSIS	500-40-5400	Contract Services - General	120.00
120238	06/26/2025	W5F0180	06/03/2025	WATER ANALYSIS	500-40-5400	Contract Services - General	275.00
120238	06/26/2025	W5F0264	06/04/2025	WATER ANALYSIS	500-40-5400	Contract Services - General	857.00
Vendor 5161 - WECK LABORATORIES Total:							2,604.00
Vendor: 9844 - YAZETH OLGUIN							
120239	06/26/2025	4302025	04/30/2025	DEPOSIT REFUND PERMIT # 2658	100-23550	Deposits-Community Services	60.00
Vendor 9844 - YAZETH OLGUIN Total:							60.00
Vendor: 8846 - ZONES, LLC							
104710	06/26/2025	W10619000102	06/16/2025	IT SVCS - CSP/NCE OFFICE 365: JUN 2025	100-52-5725	Software	3,854.51
104710	06/26/2025	W10619000102	06/16/2025	IT SVCS - CSP/NCE OFFICE 365: JUN 2025	100-52-5725	Software	18.45
Vendor 8846 - ZONES, LLC Total:							3,872.96

Warrant Register						Payment Dates: 6/26/2025 - 6/26/2025	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 9854 - ZULEMA CERRATO							
120240	06/26/2025	3192025	03/19/2025	DEPOSIT REFUND PERMIT # 2643	100-23550	Deposits-Community Services	60.00
Vendor 9854 - ZULEMA CERRATO Total:							60.00
Grand Total:							395,005.73

Report Summary

Fund Summary

Fund	Payment Amount
100 - General Fund	245,631.70
202 - Transportation	19,517.34
260 - Lighting and Landscape	4,111.97
400 - Capital Improvement	57,949.85
500 - Water Operations Fund	61,742.02
601 - Vehicle and Equipment	6,052.85
Grand Total:	395,005.73

Account Summary

Account Number	Account Name	Payment Amount
100-16000	Inventory & Prepayments	2,208.68
100-21150	Retention Payable	1,280.47
100-23550	Deposits-Community Ser...	1,068.00
100-41-5321	Council Development - ...	197.80
100-43-5400	Contract Services - Gene...	1,950.00
100-43-5420	Professional Services	224.07
100-43-5460	Elections	954.88
100-43-5630	Media Services	662.13
100-44-5330	Meetings	300.00
100-44-5400	Contract Services - Gene...	4,000.00
100-44-5740	General Supplies	183.43
100-45-5400	Contract Services - Gene...	549.67
100-45-5632	Newsletter	10,646.75
100-45-5720	Postage	1,229.80
100-47-5400	Contract Services - Gene...	15,401.25
100-47-5551	Rental of Land & Buildin...	41,695.67
100-47-5740	General Supplies	2,841.59
100-51-5552	Rental/Lease of Equipm...	1,565.50
100-51-5710	Office Supplies	148.58
100-52-5725	Software	3,872.96
100-53-5273	Health Benefits	150.00
100-53-5420	Professional Services	2,920.26
100-53-5740	General Supplies	58.39
100-72-5320	Travel & Training	8.00
100-72-5400	Contract Services - Gene...	3,996.24
100-72-5730	Uniforms	538.23
100-72-5740	General Supplies	8,963.44
100-73-5320	Travel & Training	765.87
100-73-5740	General Supplies	513.91
100-74-5400	Contract Services - Gene...	11,434.26

Account Summary

Account Number	Account Name	Payment Amount
100-74-5540	Vehicle Maintenance	112.00
100-76-5730	Uniforms	139.83
100-76-5740	General Supplies	520.26
100-77-5740	General Supplies	133.46
100-81-5560	Repair & Maintenance S...	12,032.80
100-81-5721	Special Department Supp..	1,546.43
100-81-5723	Event/Program Costs	1,940.00
100-81-5740	General Supplies	17,524.32
100-82-5400	Contract Services - Gene...	892.50
100-82-5470	Historical Preservation	1,094.70
100-82-5630	Media Services	522.27
100-82-5721	Special Department Supp..	11,749.73
100-82-5723	Event/Program Costs	80.00
100-82-5730	Uniforms	1,094.50
100-83-5723	Event/Program Costs	756.25
100-83-5740	General Supplies	416.75
100-91-5400	Contract Services - Gene...	1,687.50
100-92-5400	Contract Services - Gene...	32,773.00
100-92-5730	Uniforms	225.96
100-92-5740	General Supplies	6,881.64
100-92-5830	Furniture and Fixtures	2,107.91
100-93-5400	Contract Services - Gene...	2,510.97
100-93-5425	TMDL Watershed Profess..	526.63
100-93-5525	Street Sweeping Services	25,244.25
100-94-5400	Contract Services - Gene...	230.00
100-94-5730	Uniforms	83.16
100-94-5740	General Supplies	886.76
100-95-5400	Contract Services - Gene...	185.00
100-95-5730	Uniforms	804.37
100-95-5740	General Supplies	598.92
202-40-5400	Contract Services - Gene...	19,517.34
260-40-5400	Contract Services - Gene...	1,500.00
260-40-5530	Lawn Care Services	2,611.97
400-40-5894	Street Capital Improvem...	1,436.85
400-40-5896	Facilities Capital Improv...	56,513.00
500-40-5400	Contract Services - Gene...	7,562.88
500-40-5721	Special Department Supp..	7,137.84
500-40-5730	Uniforms	966.69
500-40-5740	General Supplies	3,635.75
500-40-5780	Water Supply Costs	32,678.86
500-40-5840	Capital Outlay	9,760.00
601-40-5540	Vehicle Maintenance	3,006.59

Account Summary		
Account Number	Account Name	Payment Amount
601-40-5542	Vehicle Body Work Servi...	1,800.00
601-40-5730	Uniforms	45.54
601-40-5754	Fuel Purchases	700.72
601-40-5842	Vehicles & Large Equipm...	500.00
Grand Total:		395,005.73

Project Account Summary	
Project Account Key	Payment Amount
None	326,129.63
806	756.25
811	330.00
813	80.00
90.19004.CIPR.113	3,867.50
90.24012.CIPG.240	1,379.38
90.24012.CIPR.113	57.47
90.24013.CIPG.240	52,645.50
95.23001	9,760.00
Grand Total:	395,005.73

Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

Dated

Finance Director

City Manager



City of Signal Hill

Warrant Register

By Vendor Name

Payment Dates 5/28/2025 - 6/24/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 5303 - FRONTIER							
DFT0014581	05/28/2025	1335-05022025	05/02/2025	FRONTIER SVCS: MAY 2025	500-40-5511	Telephone/Data	1,710.62
DFT0014734	06/13/2025	0106-06122025	05/19/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	1,024.32
DFT0014734	06/13/2025	0106-06122025	05/19/2025	FRONTIER SVCS: JUN 2025	500-40-5511	Telephone/Data	1,636.80
DFT0014735	06/24/2025	9470-05282025	05/28/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	336.24
DFT0014736	06/03/2025	1844-05072025	05/07/2025	FRONTIER SVCS: JUN 2025	100-74-5511	Telephone	713.27
DFT0014737	06/11/2025	0842-05172025	05/17/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	505.53
DFT0014737	06/11/2025	0842-05172025	05/17/2025	FRONTIER SVCS: JUN 2025	500-40-5511	Telephone/Data	2,026.58
DFT0014738	06/13/2025	0920-05192025	05/19/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	79.11
DFT0014739	06/13/2025	9331-05192025	05/19/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	939.63
DFT0014740	06/09/2025	9765-05132025	05/13/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	116.05
DFT0014741	06/13/2025	9203-05192025	05/19/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	43.19
DFT0014742	06/13/2025	2864-05192025	05/19/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	79.11
DFT0014743	06/13/2025	6947-05192025	05/19/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	66.62
DFT0014744	06/13/2025	2538-05192025	05/19/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	109.47
DFT0014745	06/13/2025	4539-05192025	05/19/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	79.11
DFT0014747	06/03/2025	1663-05082025	05/08/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	99.50
DFT0014748	06/13/2025	1854-05192025	05/19/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	251.81
DFT0014749	06/16/2025	7290-05202025	05/20/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	380.78
DFT0014750	06/11/2025	1920-05172025	05/17/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	980.00
DFT0014751	06/13/2025	3247-05192025	05/19/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	155.51
DFT0014752	06/13/2025	3609-05192025	05/19/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	155.51
DFT0014753	06/13/2025	5908-05192025	05/19/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	79.11
DFT0014754	06/17/2025	1887-05212025	05/21/2025	FRONTIER SVCS: JUN 2025	100-74-5511	Telephone	697.59
DFT0014755	06/13/2025	1652-05192025	05/19/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	155.51
DFT0014756	06/13/2025	4902-05192025	05/19/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	838.80
DFT0014757	06/13/2025	5226-05192025	05/19/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	43.19
DFT0014758	06/13/2025	6071-05192025	05/19/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	13.85
DFT0014759	06/13/2025	8708-05192025	05/19/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	79.11
DFT0014760	06/10/2025	6025-05152025	05/15/2025	FRONTIER SVCS: JUN 2025	100-51-5511	Telephone/Internet	766.19
Vendor 5303 - FRONTIER Total:							14,162.11
Grand Total:							14,162.11

Report Summary

Fund Summary		
Fund		Payment Amount
100 - General Fund		8,788.11
500 - Water Operations Fund		5,374.00
Grand Total:		14,162.11

Account Summary		
Account Number	Account Name	Payment Amount
100-51-5511	Telephone/Internet	7,377.25
100-74-5511	Telephone	1,410.86
500-40-5511	Telephone/Data	5,374.00
Grand Total:		14,162.11

Project Account Summary		
Project Account Key		Payment Amount
None		14,162.11
Grand Total:		14,162.11

Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

Dated

Finance Director

City Manager



City of Signal Hill

Warrant Register

By Vendor Name

Payment Dates 6/9/2025 - 6/9/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 0407 - CALPERS							
DFT0014620	06/09/2025	INV0014707	06/05/2025	PERS Survivor Benefit	100-21520	PERS - City Paid	24.18
DFT0014621	06/09/2025	INV0014708	06/05/2025	PERS 25143	100-21520	PERS - City Paid	12,215.67
DFT0014621	06/09/2025	INV0014708	06/05/2025	PERS 25143	100-51-5230	Retirement Contributions	-0.10
DFT0014622	06/09/2025	INV0014709	06/05/2025	PERS 25143	100-21520	PERS - City Paid	12,401.02
DFT0014623	06/09/2025	INV0014710	06/05/2025	PERS 26091	100-21520	PERS - City Paid	13,650.39
DFT0014624	06/09/2025	INV0014711	06/05/2025	PERS 26091	100-21520	PERS - City Paid	13,861.77
DFT0014625	06/09/2025	INV0014712	06/05/2025	PERS 8703	100-21520	PERS - City Paid	1,587.06
DFT0014626	06/09/2025	INV0014713	06/05/2025	PERS 8703	100-21520	PERS - City Paid	2,838.58
DFT0014627	06/09/2025	INV0014714	06/05/2025	PERS 8704	100-21520	PERS - City Paid	4,899.76
DFT0014628	06/09/2025	INV0014715	06/05/2025	PERS 8704	100-21520	PERS - City Paid	7,496.61
DFT0014629	06/09/2025	INV0014716	06/05/2025	PERS 9063	100-21520	PERS - City Paid	6,475.90
DFT0014630	06/09/2025	INV0014717	06/05/2025	PERS 9063 Management	100-21520	PERS - City Paid	679.97
DFT0014631	06/09/2025	INV0014718	06/05/2025	PERS 9063	100-21520	PERS - City Paid	14,192.98
DFT0014632	06/09/2025	INV0014719	06/05/2025	PERS 9063 Management	100-21520	PERS - City Paid	2,213.69
Vendor 0407 - CALPERS Total:							92,537.48
Grand Total:							92,537.48

Report Summary

Fund Summary		Payment Amount
Fund		
100 - General Fund		92,537.48
Grand Total:		92,537.48

Account Summary			Payment Amount
Account Number	Account Name		
100-21520	PERS - City Paid		92,537.58
100-51-5230	Retirement Contributions		-0.10
Grand Total:			92,537.48

Project Account Summary		Payment Amount
Project Account Key		
None		92,537.48
Grand Total:		92,537.48

Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

Dated

Finance Director

City Manager



City of Signal Hill

Warrant Register

By Vendor Name

Post Dates 6/4/2025 - 6/16/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 0464 - SOUTHERN CALIFORNIA EDISON							
DFT0014770	06/04/2025	6543-05232025	05/23/2025	ELECTRIC SERVICE: MAY 202	100-94-5512	Utility Services	58.61
DFT0014771	06/11/2025	9065-05302025	05/30/2025	ELECTRIC SERVICE: MAY 202	500-40-5512	Utility Services	2,610.50
DFT0014772	06/16/2025	5674-06022025	06/02/2025	ELECTRIC SERVICE: MAY 202	100-95-5510	Electricity	903.44
DFT0014773	06/16/2025	3727-06022025	06/02/2025	ELECTRIC SERVICE: MAY 202	100-95-5510	Electricity	30.12
DFT0014774	06/11/2025	7593-05292025	05/29/2025	ELECTRIC SERVICE: MAY 202	100-47-5512	Utility Services	2,312.77
DFT0014775	06/11/2025	5165-05302025	05/30/2025	ELECTRIC SERVICE: MAY 202	100-92-5512	Utility Services	3,451.19
DFT0014776	06/16/2025	1906-06022025	06/02/2025	ELECTRIC SERVICE: MAY 202	100-92-5512	Utility Services	9,194.39
DFT0014777	06/09/2025	9772-052725	05/27/2025	ELECTRIC SERVICE: MAY 202	100-13001	Accrued Accounts Receivabl	-31.68
DFT0014777	06/09/2025	9772-052725	05/27/2025	ELECTRIC SERVICE: MAY 202	100-92-5512	Utility Services	10,232.64
DFT0014777	06/09/2025	9772-052725	05/27/2025	ELECTRIC SERVICE: MAY 202	100-94-5512	Utility Services	-159.96
DFT0014777	06/09/2025	9772-052725	05/27/2025	ELECTRIC SERVICE: MAY 202	100-95-5510	Electricity	17,009.64
DFT0014777	06/09/2025	9772-052725	05/27/2025	ELECTRIC SERVICE: MAY 202	100-95-5512	Utility Services	1,051.72
DFT0014777	06/09/2025	9772-052725	05/27/2025	ELECTRIC SERVICE: MAY 202	260-40-5512	Utility Services	-91.52
DFT0014777	06/09/2025	9772-052725	05/27/2025	ELECTRIC SERVICE: MAY 202	500-40-5512	Utility Services	21,203.22
Vendor 0464 - SOUTHERN CALIFORNIA EDISON Total:							67,775.08
Grand Total:							67,775.08

Report Summary

Fund Summary

Fund	Payment Amount
100 - General Fund	44,052.88
260 - Lighting and Landscape	-91.52
500 - Water Operations Fund	23,813.72
Grand Total:	67,775.08

Account Summary

Account Number	Account Name	Payment Amount
100-13001	Accrued Accounts Recei	-31.68
100-47-5512	Utility Services	2,312.77
100-92-5512	Utility Services	22,878.22
100-94-5512	Utility Services	-101.35
100-95-5510	Electricity	17,943.20
100-95-5512	Utility Services	1,051.72
260-40-5512	Utility Services	-91.52
500-40-5512	Utility Services	23,813.72
Grand Total:		67,775.08

Project Account Summary

Project Account Key	Payment Amount
None	67,775.08
Grand Total:	67,775.08

Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

Dated

Finance Director

City Manager



City of Signal Hill

Warrant Register

By Vendor Name

Post Dates 6/8/2025 - 6/10/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 5657 - Wells Fargo Bank, N.A. (114)							
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-41-5324	Council Development - Jones	240.55
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-41-5330	Meetings	6.79
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-41-5330	Meetings	15.99
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-41-5330	Meetings	120.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-41-5330	Meetings	147.07
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-41-5511	Telephone	83.14
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-41-5690	Miscellaneous	22.05
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-44-5330	Meetings	86.10
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-44-5400	Contract Services - General	20.94
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-44-5400	Contract Services - General	1,041.08
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-44-5400	Contract Services - General	39.21
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-44-5511	Telephone	133.25
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-44-5740	General Supplies	72.83
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-44-5740	General Supplies	154.70
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-44-5740	General Supplies	176.72
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-45-5631	Software Purchases	16.56
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-45-5631	Software Purchases	13.99
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-45-5740	General Supplies	150.65
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-45-5740	General Supplies	50.01
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5350	Employee Recognition	821.25
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5350	Employee Recognition	5,524.86
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5360	Education / General Employee	29.97
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5360	Education / General Employee	590.10
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5360	Education / General Employee	73.76
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5360	Education / General Employee	-0.60
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5360	Education / General Employee	-68.62
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5360	Education / General Employee	34.33
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5360	Education / General Employee	1,154.33
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5360	Education / General Employee	187.27
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5360	Education / General Employee	47.81
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5360	Education / General Employee	73.76
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5360	Education / General Employee	72.58
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5360	Education / General Employee	29.97
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5360	Education / General Employee	28.70
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5360	Education / General Employee	14.08
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5360	Education / General Employee	14.52
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5360	Education / General Employee	46.38

Warrant Register

Post Dates: 6/8/2025 - 6/10/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5370	Safety Training	64.40
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-46-5370	Safety Training	17.58
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5320	Travel & Training	56.69
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5320	Travel & Training	66.66
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5320	Travel & Training	25.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5320	Travel & Training	203.21
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5320	Travel & Training	225.63
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5320	Travel & Training	446.71
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5320	Travel & Training	20.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5320	Travel & Training	20.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5320	Travel & Training	42.93
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5320	Travel & Training	75.78
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5330	Meetings	12.53
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5330	Meetings	98.08
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5330	Meetings	441.71
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5400	Contract Services - General	600.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5400	Contract Services - General	88.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5631	Software Purchases	49.99
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5631	Software Purchases	97.96
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5631	Software Purchases	120.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-47-5740	General Supplies	16.90
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-51-5511	Telephone/Internet	3,564.58
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-51-5511	Telephone/Internet	65.63
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-51-5511	Telephone/Internet	216.45
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-51-5511	Telephone/Internet	4,170.12
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-51-5511	Telephone/Internet	240.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-51-5511	Telephone/Internet	2,022.56
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-52-5570	Software Licensing & Suppor	629.53
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-52-5570	Software Licensing & Suppor	7.20
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-53-5330	Meetings	74.71
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-53-5330	Meetings	183.98
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-53-5330	Meetings	17.25
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-53-5740	General Supplies	32.03
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-62-5330	Meetings	83.77
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-62-5330	Meetings	185.65
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-62-5330	Meetings	112.79
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-63-5511	Telephone/Data	40.01
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-63-5511	Telephone/Data	41.57
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-72-5320	Travel & Training	219.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-72-5320	Travel & Training	300.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-72-5320	Travel & Training	931.15
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-72-5511	Telephone	478.16
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-72-5511	Telephone	1,080.82
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-72-5721	Special Department Supplies	114.06

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Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-72-5721	Special Department Supplies	66.58
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-72-5730	Uniforms	29.90
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-72-5740	General Supplies	298.31
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-73-5320	Travel & Training	109.18
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-73-5320	Travel & Training	229.96
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-73-5320	Travel & Training	363.10
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-73-5320	Travel & Training	1,528.63
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-73-5511	Telephone	38.01
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-73-5511	Telephone	207.85
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-74-5320	Travel & Training	16.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-74-5330	Meetings	79.78
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-74-5330	Meetings	43.11
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-74-5330	Meetings	623.20
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-74-5340	Books & Periodicals	529.20
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-74-5511	Telephone	249.42
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-74-5570	Software Licensing & Suppor	629.53
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-74-5570	Software Licensing & Suppor	22.99
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-74-5570	Software Licensing & Suppor	0.30
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-74-5740	General Supplies	35.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-74-5740	General Supplies	57.17
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-75-5320	Travel & Training	100.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-75-5511	Telephone/Data	784.58
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-77-5320	Travel & Training	286.97
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-77-5511	Telephone	83.14
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5330	Meetings	33.82
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5330	Meetings	59.77
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5721	Special Department Supplies	22.04
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5721	Special Department Supplies	19.79
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5721	Special Department Supplies	69.45
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5721	Special Department Supplies	89.40
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5721	Special Department Supplies	52.87
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5721	Special Department Supplies	56.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5723	Event/Program Costs	129.12
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5723	Event/Program Costs	118.96
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5740	General Supplies	220.89
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5740	General Supplies	112.50
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5740	General Supplies	85.90
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5740	General Supplies	58.54
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5740	General Supplies	39.07
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5740	General Supplies	35.35
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5740	General Supplies	7.70
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5740	General Supplies	32.03
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5740	General Supplies	7.41
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5740	General Supplies	13.03

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Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5740	General Supplies	19.11
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5740	General Supplies	17.99
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-81-5740	General Supplies	30.88
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-82-5310	Dues & Memberships	550.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-82-5470	Historical Preservation	309.17
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-82-5470	Historical Preservation	186.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	312.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	20.82
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	289.80
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	322.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	470.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-82-5723	Event/Program Costs	-1,001.88
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-82-5740	General Supplies	15.99
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-82-5740	General Supplies	104.96
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-82-5740	General Supplies	19.99
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-82-5740	General Supplies	10.99
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5310	Dues & Memberships	153.60
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5320	Travel & Training	265.39
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5320	Travel & Training	15.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5320	Travel & Training	45.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5320	Travel & Training	15.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5320	Travel & Training	300.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5320	Travel & Training	682.68
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5330	Meetings	45.82
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5330	Meetings	41.05
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5511	Telephone	289.43
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5511	Telephone	1,168.44
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	140.60
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	118.18
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	140.99
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	258.40
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	285.54
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	2.76
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	41.78
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	32.50
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	33.14
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	33.14
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	33.99
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	31.90
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	48.60
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	58.97
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	14.34
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	49.19
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	51.90

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DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	44.13
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	120.57
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	97.20
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	77.21
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	79.15
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	76.87
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	68.21
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	62.30
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	14.97
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	23.65
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	12.14
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	19.86
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	20.96
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	25.18
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	32.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	16.56
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	30.92
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	22.08
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	27.61
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	29.21
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	29.82
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	6.62
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	8.95
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5723	Event/Program Costs	27.60
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	72.80
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	70.70
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	79.77
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	89.23
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	263.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	216.36
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	204.99
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	156.89
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	159.99
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	131.50
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	40.82
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	47.84
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	56.23
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	58.53
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	58.21
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	40.27
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	44.18
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	44.19
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	131.50
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	44.18

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DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-83-5740	General Supplies	102.75
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-91-5330	Meetings	44.19
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-91-5330	Meetings	76.31
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-91-5511	Telephone	186.30
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-91-5630	Media Services	95.14
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-91-5630	Media Services	271.92
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-91-5630	Media Services	30.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-91-5630	Media Services	412.77
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-91-5630	Media Services	40.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-91-5630	Media Services	20.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-91-5630	Media Services	20.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-91-5630	Media Services	42.08
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-91-5630	Media Services	21.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-91-5740	General Supplies	37.55
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-91-5740	General Supplies	696.14
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-91-5740	General Supplies	113.03
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-91-5740	General Supplies	11.04
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5330	Meetings	44.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5511	Telephone/Data	722.29
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5511	Telephone/Data	227.87
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5511	Telephone/Data	124.71
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5730	Uniforms	339.96
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	77.34
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	132.91
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	132.82
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	161.46
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	223.90
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	13.26
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	124.96
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	20.11
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	20.98
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	22.06
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	72.26
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	8.80
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	-101.17
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	312.53
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	471.68
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	906.73
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	1,635.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	896.84
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5740	General Supplies	17.83
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5830	Furniture and Fixtures	1,270.69
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5830	Furniture and Fixtures	556.65
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5830	Furniture and Fixtures	485.08

Warrant Register

Post Dates: 6/8/2025 - 6/10/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5830	Furniture and Fixtures	374.06
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5830	Furniture and Fixtures	61.86
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5830	Furniture and Fixtures	88.18
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5830	Furniture and Fixtures	66.83
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5830	Furniture and Fixtures	39.27
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5830	Furniture and Fixtures	32.29
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5830	Furniture and Fixtures	20.23
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5830	Furniture and Fixtures	157.45
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-92-5830	Furniture and Fixtures	44.55
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-94-5511	Telephone/Data	83.14
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-94-5730	Uniforms	339.96
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-94-5740	General Supplies	153.69
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-94-5740	General Supplies	64.44
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-94-5740	General Supplies	55.65
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-95-5320	Travel & Training	12.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-95-5320	Travel & Training	12.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-95-5320	Travel & Training	12.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-95-5320	Travel & Training	12.71
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-95-5320	Travel & Training	12.71
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-95-5320	Travel & Training	12.71
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-95-5320	Travel & Training	20.38
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-95-5511	Telephone/Data	249.42
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-95-5721	Special Dept Supplies-Graffiti	219.98
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-95-5721	Special Dept Supplies-Graffiti	465.18
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-95-5730	Uniforms	339.96
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-95-5740	General Supplies	75.01
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-95-5740	General Supplies	68.16
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-95-5740	General Supplies	251.53
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-95-5740	General Supplies	750.07
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-95-5740	General Supplies	112.51
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	100-95-5742	Tools	190.98
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	202-40-5400	Contract Services - General	129.09
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	202-40-5400	Contract Services - General	1,889.44
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	202-40-5400	Contract Services - General	1,627.50
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	202-40-5400	Contract Services - General	813.60
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	400-40-5894	Street Capital Improvements	165.75
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	400-40-5896	Facilities Capital Improveme	213.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	400-40-5896	Facilities Capital Improveme	210.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	400-40-5896	Facilities Capital Improveme	210.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	400-40-5896	Facilities Capital Improveme	210.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	400-40-5896	Facilities Capital Improveme	50.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5310	Dues & Memberships	888.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5320	Travel & Training	32.30
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5320	Travel & Training	36.73

Warrant Register

Post Dates: 6/8/2025 - 6/10/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5320	Travel & Training	12.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5320	Travel & Training	30.77
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5320	Travel & Training	45.25
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5320	Travel & Training	12.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5320	Travel & Training	12.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5320	Travel & Training	12.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5320	Travel & Training	203.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5330	Meetings	53.98
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5330	Meetings	35.50
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5511	Telephone/Data	139.98
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5511	Telephone/Data	415.70
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5560	Repair & Maintenance Serv	1,803.17
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5730	Uniforms	214.03
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5730	Uniforms	339.94
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5740	General Supplies	45.14
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5740	General Supplies	508.16
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5740	General Supplies	265.13
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5740	General Supplies	175.73
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5740	General Supplies	180.76
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5740	General Supplies	141.40
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5740	General Supplies	132.27
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5740	General Supplies	100.97
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5740	General Supplies	91.54
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5740	General Supplies	57.30
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5740	General Supplies	46.34
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	500-40-5740	General Supplies	43.48
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	601-40-5320	Travel & Training	16.00
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	601-40-5400	Contract Services - General	631.64
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	601-40-5511	Telephone	41.57
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	601-40-5540	Vehicle Maintenance	19.29
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	601-40-5540	Vehicle Maintenance	172.32
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	601-40-5540	Vehicle Maintenance	2,287.89
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	601-40-5721	Vehicle Supplies	121.97
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	601-40-5730	Uniforms	499.40
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	601-40-5740	General Supplies	156.64
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	601-40-5742	Tools	968.82
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	601-40-5750	Gasoline, Oil, & Tires	893.67
DFT0014733	06/09/2025	05312025	06/09/2025	P-Card WF Statement	601-40-5842	Vehicles & Large Equipment	2,639.63
Vendor 5657 - Wells Fargo Bank, N.A. (114) Total:							81,184.98
Grand Total:							81,184.98

Report Summary

Fund Summary

Fund	Payment Amount
100 - General Fund	61,143.19
202 - Transportation	4,459.63
400 - Capital Improvement	1,058.75
500 - Water Operations Fund	6,074.57
601 - Vehicle and Equipment	8,448.84
Grand Total:	81,184.98

Account Summary

Account Number	Account Name	Payment Amount
100-41-5324	Council Development - J	240.55
100-41-5330	Meetings	289.85
100-41-5511	Telephone	83.14
100-41-5690	Miscellaneous	22.05
100-44-5330	Meetings	86.10
100-44-5400	Contract Services - Gene	1,101.23
100-44-5511	Telephone	133.25
100-44-5740	General Supplies	404.25
100-45-5631	Software Purchases	30.55
100-45-5740	General Supplies	200.66
100-46-5350	Employee Recognition	6,346.11
100-46-5360	Education / General Em	2,328.34
100-46-5370	Safety Training	81.98
100-47-5320	Travel & Training	1,182.61
100-47-5330	Meetings	552.32
100-47-5400	Contract Services - Gene	688.00
100-47-5631	Software Purchases	267.95
100-47-5740	General Supplies	16.90
100-51-5511	Telephone/Internet	10,279.34
100-52-5570	Software Licensing & Su	636.73
100-53-5330	Meetings	275.94
100-53-5740	General Supplies	32.03
100-62-5330	Meetings	382.21
100-63-5511	Telephone/Data	81.58
100-72-5320	Travel & Training	1,450.15
100-72-5511	Telephone	1,558.98
100-72-5721	Special Department Sup	180.64
100-72-5730	Uniforms	29.90
100-72-5740	General Supplies	298.31
100-73-5320	Travel & Training	2,230.87
100-73-5511	Telephone	245.86

Account Summary

Account Number	Account Name	Payment Amount
100-74-5320	Travel & Training	16.00
100-74-5330	Meetings	746.09
100-74-5340	Books & Periodicals	529.20
100-74-5511	Telephone	249.42
100-74-5570	Software Licensing & Su	652.82
100-74-5740	General Supplies	92.17
100-75-5320	Travel & Training	100.00
100-75-5511	Telephone/Data	784.58
100-77-5320	Travel & Training	286.97
100-77-5511	Telephone	83.14
100-81-5330	Meetings	93.59
100-81-5721	Special Department Sup	309.55
100-81-5723	Event/Program Costs	248.08
100-81-5740	General Supplies	680.40
100-82-5310	Dues & Memberships	550.00
100-82-5470	Historical Preservation	495.17
100-82-5723	Event/Program Costs	412.74
100-82-5740	General Supplies	151.93
100-83-5310	Dues & Memberships	153.60
100-83-5320	Travel & Training	1,323.07
100-83-5330	Meetings	86.87
100-83-5511	Telephone	1,457.87
100-83-5723	Event/Program Costs	2,349.69
100-83-5740	General Supplies	2,113.93
100-91-5330	Meetings	120.50
100-91-5511	Telephone	186.30
100-91-5630	Media Services	952.91
100-91-5740	General Supplies	857.76
100-92-5330	Meetings	44.00
100-92-5511	Telephone/Data	1,074.87
100-92-5730	Uniforms	339.96
100-92-5740	General Supplies	5,150.30
100-92-5830	Furniture and Fixtures	3,197.14
100-94-5511	Telephone/Data	83.14
100-94-5730	Uniforms	339.96
100-94-5740	General Supplies	273.78
100-95-5320	Travel & Training	94.51
100-95-5511	Telephone/Data	249.42
100-95-5721	Special Dept Supplies-Gr	685.16
100-95-5730	Uniforms	339.96
100-95-5740	General Supplies	1,257.28
100-95-5742	Tools	190.98

Account Summary

Account Number	Account Name	Payment Amount
202-40-5400	Contract Services - Gene	4,459.63
400-40-5894	Street Capital Improvem	165.75
400-40-5896	Facilities Capital Improv	893.00
500-40-5310	Dues & Memberships	888.00
500-40-5320	Travel & Training	396.05
500-40-5330	Meetings	89.48
500-40-5511	Telephone/Data	555.68
500-40-5560	Repair & Maintenance S	1,803.17
500-40-5730	Uniforms	553.97
500-40-5740	General Supplies	1,788.22
601-40-5320	Travel & Training	16.00
601-40-5400	Contract Services - Gene	631.64
601-40-5511	Telephone	41.57
601-40-5540	Vehicle Maintenance	2,479.50
601-40-5721	Vehicle Supplies	121.97
601-40-5730	Uniforms	499.40
601-40-5740	General Supplies	156.64
601-40-5742	Tools	968.82
601-40-5750	Gasoline, Oil, & Tires	893.67
601-40-5842	Vehicles & Large Equipm	2,639.63
Grand Total:		81,184.98

Project Account Summary

Project Account Key	Payment Amount
None	77,902.23
800	-712.08
802	20.82
806	34.66
807	485.13
812	634.00
814	1,761.47
90.19004.CIPR.113	893.00
90.25004.TIF.233	165.75
Grand Total:	81,184.98

Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

Dated

Finance Director

City Manager



City of Signal Hill

Warrant Register

By Vendor Name

Post Dates 6/9/2025 - 6/9/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 1318 - PITNEY BOWES GLOBAL FINANCIAL SRVCS LLC							
DFT0014761	06/09/2025	05112025	05/11/2025	POSTAGE REFILL	100-51-5720	Postage	1,541.99
						Vendor 1318 - PITNEY BOWES GLOBAL FINANCIAL SRVCS LLC Total:	1,541.99
						Grand Total:	1,541.99

Report Summary

Fund Summary		Payment Amount
Fund		
100 - General Fund		1,541.99
Grand Total:		1,541.99

Account Summary		Payment Amount
Account Number	Account Name	
100-51-5720	Postage	1,541.99
Grand Total:		1,541.99

Project Account Summary		Payment Amount
Project Account Key		
None		1,541.99
Grand Total:		1,541.99

Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

Dated

Finance Director

City Manager



City of Signal Hill

Warrant Register

By Vendor Name

Post Dates 6/10/2025 - 6/11/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 0377 - CITY OF LONG BEACH							
DFT0014763	06/10/2025	9816-05212025	05/21/2025	GAS SVCS: MAY 2025	100-92-5512	Utility Services	78.28
DFT0014764	06/10/2025	4016-05212025	05/21/2025	GAS SVCS: MAY 2025	100-92-5512	Utility Services	14.30
DFT0014765	06/11/2025	7236-05222025	05/22/2025	GAS SVCS: MAY 2025	100-92-5512	Utility Services	183.47
DFT0014766	06/11/2025	1784-05222025	05/22/2025	WATER SVCS: MAY 2025	100-92-5512	Utility Services	166.01
DFT0014767	06/11/2025	8387-05222025	05/22/2025	WATER SVCS: MAY 2025	100-92-5512	Utility Services	114.21
DFT0014768	06/10/2025	8906-05212025	05/21/2025	GAS SVCS: MAY 2025	100-92-5512	Utility Services	35.64
DFT0014769	06/10/2025	8237-05212025	05/21/2025	GAS SVCS: MAY 2025	100-92-5512	Utility Services	18.29
Vendor 0377 - CITY OF LONG BEACH Total:							610.20
Grand Total:							610.20

Report Summary

Fund Summary		Payment Amount
Fund		
100 - General Fund		610.20
Grand Total:		610.20

Account Summary		Payment Amount
Account Number	Account Name	
100-92-5512	Utility Services	610.20
Grand Total:		610.20

Project Account Summary		Payment Amount
Project Account Key		
None		610.20
Grand Total:		610.20

STAFF REPORT

Verify accuracy of the Warrant Register.

Dated

Finance Director

City Manager



City of Signal Hill

Warrant Register

By Vendor Name

Post Dates 6/16/2025 - 6/16/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 7313 - CITY OF SIGNAL HILL							
DFT0014658	06/16/2025	05312025	06/03/2025	MONTHLY WATER CHARGES - MAY 2025	100-13001	Accrued Accounts Receivabl	892.66
DFT0014658	06/16/2025	05312025	06/03/2025	MONTHLY WATER CHARGES - MAY 2025	100-47-5512	Utility Services	25.76
DFT0014658	06/16/2025	05312025	06/03/2025	MONTHLY WATER CHARGES - MAY 2025	100-92-5512	Utility Services	6,543.64
DFT0014658	06/16/2025	05312025	06/03/2025	MONTHLY WATER CHARGES - MAY 2025	100-94-5512	Utility Services	18,576.98
DFT0014658	06/16/2025	05312025	06/03/2025	MONTHLY WATER CHARGES - MAY 2025	100-95-5512	Utility Services	30.00
DFT0014658	06/16/2025	05312025	06/03/2025	MONTHLY WATER CHARGES - MAY 2025	260-40-5512	Utility Services	1,462.85
DFT0014658	06/16/2025	05312025	06/03/2025	MONTHLY WATER CHARGES - MAY 2025	500-40-5512	Utility Services	711.82
Vendor 7313 - CITY OF SIGNAL HILL Total:							28,243.71
Grand Total:							28,243.71

Report Summary

Fund Summary

Fund	Payment Amount
100 - General Fund	26,069.04
260 - Lighting and Landscape	1,462.85
500 - Water Operations Fund	711.82
Grand Total:	28,243.71

Account Summary

Account Number	Account Name	Payment Amount
100-13001	Accrued Accounts Recei	892.66
100-47-5512	Utility Services	25.76
100-92-5512	Utility Services	6,543.64
100-94-5512	Utility Services	18,576.98
100-95-5512	Utility Services	30.00
260-40-5512	Utility Services	1,462.85
500-40-5512	Utility Services	711.82
Grand Total:		28,243.71

Project Account Summary

Project Account Key	Payment Amount
None	28,243.71
Grand Total:	28,243.71

Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

Dated

Finance Director

City Manager



City of Signal Hill

Warrant Register

By Vendor Name

Payment Dates 6/18/2025 - 6/18/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 8740 - BANK OF AMERICA - OPEB							
104672	06/18/2025	INV0014790	06/18/2025	110156 CITY OF SIGNAL HILL OPEB INV TRUST ACCT -EE	100-21525	OPEB Employee Paid W/ Wa...	625.04
104672	06/18/2025	INV0014791	06/18/2025	110156 CITY OF SIGNAL HILL OPEB INV TRUST ACCT -ER	100-21525	OPEB Employee Paid W/ Wa...	674.96
104672	06/18/2025	INV0014792	06/18/2025	110156 CITY OF SIGNAL HILL OPEB INV TRUST ACCT -EE	100-21525	OPEB Employee Paid W/ Wa...	2,627.00
104672	06/18/2025	INV0014793	06/18/2025	110156 CITY OF SIGNAL HILL OPEB INV TRUST ACCT -ER	100-21525	OPEB Employee Paid W/ Wa...	2,627.00
Vendor 8740 - BANK OF AMERICA - OPEB Total:							6,554.00
Vendor: 0203 - CALIFORNIA,STATE OF							
DFT0014720	06/18/2025	INV0014823	06/18/2025	State Income Tax Withholding	100-21513	State Withholding Taxes Pay...	23,409.14
DFT0014724	06/18/2025	INV0014827	06/18/2025	State Income Tax Withholding	100-21513	State Withholding Taxes Pay...	6,220.25
DFT0014728	06/18/2025	INV0014831	06/18/2025	State Income Tax Withholding	100-21513	State Withholding Taxes Pay...	3,678.22
Vendor 0203 - CALIFORNIA,STATE OF Total:							33,307.61
Vendor: 5780 - CITY EMPLOYEES ASSOCIATES LLC							
104673	06/18/2025	INV0014815	06/18/2025	PT Employee Association	100-21050	Accrued Liabilities Payable	15.00
Vendor 5780 - CITY EMPLOYEES ASSOCIATES LLC Total:							15.00
Vendor: 0446 - SIGNAL HILL EMPLOYEES ASSOC							
104674	06/18/2025	INV0014816	06/18/2025	Signal Hill Employees Assn	100-21555	SHEA Union Dues Deductions...	600.00
Vendor 0446 - SIGNAL HILL EMPLOYEES ASSOC Total:							600.00
Vendor: 0447 - SIGNAL HILL POLICE OFFICERS							
104675	06/18/2025	INV0014813	06/18/2025	Police Officer Assn Dues	100-21550	POA Union Dues Deductions ...	1,728.00
Vendor 0447 - SIGNAL HILL POLICE OFFICERS Total:							1,728.00
Vendor: 4432 - SIGNAL HILL,CITY OF							
104676	06/18/2025	INV0014784	06/18/2025	Child Care	100-21538	Flex Spending Payable	312.50
104676	06/18/2025	INV0014785	06/18/2025	Flex Spending	100-21538	Flex Spending Payable	1,052.48
Vendor 4432 - SIGNAL HILL,CITY OF Total:							1,364.98
Vendor: 5718 - State of California Franchise Tax Board							
DFT0014732	06/18/2025	INV0014783	06/18/2025	CASE#604053007 Franchise Tax Board	100-21590	Other Deductions Payable	146.70
Vendor 5718 - State of California Franchise Tax Board Total:							146.70
Vendor: 0801 - U.S. BANK - PARS							
104677	06/18/2025	INV0014794	06/18/2025	PARS Contributions	100-21514	Part-time Employee PARS Pa...	1,821.22
Vendor 0801 - U.S. BANK - PARS Total:							1,821.22

Warrant Register						Payment Dates: 6/18/2025 - 6/18/2025	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 5452 - US TREASURY							
DFT0014718	06/18/2025	INV0014821	06/18/2025	Social Security	100-21510	FICA Taxes Payable	34,884.38
DFT0014719	06/18/2025	INV0014822	06/18/2025	Medicare	100-21511	Medicare Taxes Payable	14,886.14
DFT0014721	06/18/2025	INV0014824	06/18/2025	Federal Income Tax Withholding	100-21512	US Withholding Taxes Payable	57,600.86
DFT0014722	06/18/2025	INV0014825	06/18/2025	Social Security	100-21510	FICA Taxes Payable	9,374.80
DFT0014723	06/18/2025	INV0014826	06/18/2025	Medicare	100-21511	Medicare Taxes Payable	3,655.30
DFT0014725	06/18/2025	INV0014828	06/18/2025	Federal Income Tax Withholding	100-21512	US Withholding Taxes Payable	16,937.57
DFT0014726	06/18/2025	INV0014829	06/18/2025	Social Security	100-21510	FICA Taxes Payable	423.02
DFT0014727	06/18/2025	INV0014830	06/18/2025	Medicare	100-21511	Medicare Taxes Payable	1,942.38
DFT0014729	06/18/2025	INV0014832	06/18/2025	Federal Income Tax Withholding	100-21512	US Withholding Taxes Payable	8,483.06
DFT0014730	06/18/2025	INV0014833	06/18/2025	Social Security	100-21510	FICA Taxes Payable	144.08
DFT0014731	06/18/2025	INV0014834	06/18/2025	Medicare	100-21511	Medicare Taxes Payable	33.70
Vendor 5452 - US TREASURY Total:							148,365.29
Vendor: 5703 - VOYA 401A PLAN 664281							
DFT0014659	06/18/2025	INV0014751	06/18/2025	401A	100-21570	Deferred Compensation Ded...	1,373.61
DFT0014660	06/18/2025	INV0014752	06/18/2025	401A%	100-21570	Deferred Compensation Ded...	996.67
Vendor 5703 - VOYA 401A PLAN 664281 Total:							2,370.28
Vendor: 5704 - VOYA 457 PLAN 664280							
DFT0014661	06/18/2025	INV0014753	06/18/2025	457	100-21570	Deferred Compensation Ded...	2,072.63
DFT0014662	06/18/2025	INV0014754	06/18/2025	457	100-21570	Deferred Compensation Ded...	9,288.61
DFT0014663	06/18/2025	INV0014755	06/18/2025	457 Benefit	100-21570	Deferred Compensation Ded...	9,623.00
DFT0014664	06/18/2025	INV0014756	06/18/2025	457	100-21570	Deferred Compensation Ded...	500.00
DFT0014665	06/18/2025	INV0014757	06/18/2025	457 ROTH	100-21570	Deferred Compensation Ded...	1,405.00
Vendor 5704 - VOYA 457 PLAN 664280 Total:							22,889.24
Grand Total:							219,162.32

Report Summary

Fund Summary

Fund	Payment Amount
100 - General Fund	<u>219,162.32</u>
Grand Total:	219,162.32

Account Summary

Account Number	Account Name	Payment Amount
100-21050	Accrued Liabilities Payab...	15.00
100-21510	FICA Taxes Payable	44,826.28
100-21511	Medicare Taxes Payable	20,517.52
100-21512	US Withholding Taxes Pa...	83,021.49
100-21513	State Withholding Taxes...	33,307.61
100-21514	Part-time Employee PAR...	1,821.22
100-21525	OPEB Employee Paid W/...	6,554.00
100-21538	Flex Spending Payable	1,364.98
100-21550	POA Union Dues Deduct...	1,728.00
100-21555	SHEA Union Dues Deduct..	600.00
100-21570	Deferred Compensation...	25,259.52
100-21590	Other Deductions Payab...	<u>146.70</u>
Grand Total:		219,162.32

Project Account Summary

Project Account Key	Payment Amount
None	<u>219,162.32</u>
Grand Total:	219,162.32

Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

Dated

Finance Director

City Manager



UBPKT02804 - Refund for Credit on Town & Country Accts 6.18.25

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
	Management, Town & Country	6/23/2025	120174	224.73			224.73	Deposit
	Management, Town & Country	6/23/2025	120175	1,697.27			1697.27	Deposit
	Management, Town & Country	6/23/2025	120176	263.47			263.47	Deposit
Total Refunds: 3				Total Refunded Amount:			2,185.47	

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	2185.47
Revenue Total:	2185.47

General Ledger Distribution

Posting Date: 06/23/2025

	Account Number	Account Name	Posting Amount	IFT
Fund:	500 - Water Operations Fund			
	500-10100	Cash - Combined Fund	-2,185.47	Yes
	500-13001	Customer Accounts Receivable	2,185.47	
	500 Total:		0.00	
Fund:	990 - Combined Cash Fund			
	990-10201	Wells Fargo - General Account	-2,185.47	
	990-24100	Due To Other Funds	2,185.47	Yes
	990 Total:		0.00	
	Distribution Total:		0.00	



City of Signal Hill

Warrant Register

By Vendor Name

Payment Dates 6/25/2025 - 6/25/2025

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 9836 - HARBOR LIGHTS ESCROW, INC. DFT0014778	06/25/2025	Escrow 23567-ER	06/24/2025	PROPERTY PURCHASE: 1975 21ST ST & 2107 CHERRY AVE	400-40-5805	Capital Outlay	1,473,779.67
						Vendor 9836 - HARBOR LIGHTS ESCROW, INC. Total:	1,473,779.67
						Grand Total:	1,473,779.67

Report Summary

Fund Summary		Payment Amount
Fund		
400 - Capital Improvement		<u>1,473,779.67</u>
Grand Total:		1,473,779.67

Account Summary		Payment Amount
Account Number	Account Name	
400-40-5805	Capital Outlay	<u>1,473,779.67</u>
Grand Total:		1,473,779.67

Project Account Summary		Payment Amount
Project Account Key		
90.25017.LBR,111		<u>1,473,779.67</u>
Grand Total:		1,473,779.67

Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

Dated

Finance Director

City Manager