

RESOLUTION NO. 2022-01-20

**A RESOLUTION OF THE HOUSING AUTHORITY OF THE
CITY OF SIGNAL HILL, CALIFORNIA, AMENDING THE
MANUAL OF PROCEDURAL GUIDELINES FOR THE
CONDUCT OF CITY COUNCIL AND CONSTITUENT
BODY/COMMISSION MEETINGS**

WHEREAS, on October 7, 2014, City Council requested staff to draft a Code of Civility and Conduct for all elected and appointed personnel and city staff; and

WHEREAS, on October 21, 2014, the City Council directed staff to include the Code of Civility and Conduct in the Manual of Procedural Guidelines for the Conduct of City Council and Constituent Body/Commission Meetings (Manual); and

WHEREAS, staff worked with the City Attorney's office to prepare a draft Manual; and

WHEREAS, on January 6, 2015, the City Council reviewed the draft Manual, received comments from the public, and directed staff to provide additional time for the public to review and comment on the Manual; and

WHEREAS, the City Attorney revised the draft Manual to address the comments received; and

WHEREAS, on November 8, 2016, the revised draft Manual was presented for adoption and after additional public comment, staff was directed to provide additional time for the public to review the document; and

WHEREAS, on December 13, 2016, the draft Manual was presented for adoption and staff was directed to postpone consideration of the Manual to a later date to allow for the entire City Council to participate in the discussion and to allow for additional public comment; and

WHEREAS, on December 12, 2017, the City Council and the City Council as Successor Agency jointly adopted the Manual, and the Manual was subsequently adopted by the Housing Authority, the Municipal Financing Authority, and the Public Financing Authority at their meetings on January 9, 2018; and

WHEREAS, the City Council requested staff prepare an agenda item to review the Manual at the May 27, 2021 Budget Workshop, staff subsequently prepared an item for the City Council meeting on July 13, 2021. After discussion, City Council directed staff to agendize the item for the July 27, 2021 meeting to consider formation of a Council subcommittee to review the Manual; and

WHEREAS, at its meeting on July 27, 2021, the City Council approved a motion to form a subcommittee consisting of Vice Mayor Jones and Council Member Hansen to review Articles II, III, VI, VII, IX, and X of the Manual, and directed the City Attorney to review Articles V, VIII, XI, and XIV; and

WHEREAS, the subcommittee and City Attorney have reviewed and revised the Manual; and

WHEREAS, on November 9, 2021, City Council and City Council as Successor Agency adopted the revised Manual of Procedural Guidelines for the Conduct of City Council and Constituent Body/Commission Meetings; and

WHEREAS, the revised Manual contains comprehensive procedures for conducting City Council, Commission, and other meetings conducted by a legislative body and establishes the roles of the Legislative Body Members.

NOW, THEREFORE, BE IT RESOLVED, that the procedures contained in the Manual of Procedural Guidelines for the Conduct of City Council and Constituent Body/Commission Meetings have been amended attached hereto as Exhibit A.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the Housing Authority of the City of Signal Hill, California on this 11th day of January, 2022.

KEIR JONES
CHAIR

ATTEST:

CARMEN R. BROOKS
CITY CLERK

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

I, CARMEN R. BROOKS, City Clerk of the City of Signal Hill, California, do hereby certify that Resolution No. 2022-01-20 was adopted by the Housing Authority of the City of Signal Hill, California, at a regular meeting held on the 11th day of January 2022, and that the same was adopted by the following vote:

AYES: CHAIR KEIR JONES, VICE CHAIR TINA L. HANSEN,
MEMBERS ROBERT D. COPELAND, EDWARD H.J.
WILSON, LORI Y. WOODS

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

CARMEN R. BROOKS
CITY CLERK