



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

MINUTES OF A REGULAR MEETING
SIGNAL HILL CITY COUNCIL
January 11, 2022

FINAL

A Regular Meeting of the Signal Hill City Council was held via video/teleconference on January 11, 2022 pursuant to the provisions of Government Code Section 54953 (as amended by AB 361).

(1) **CALL TO ORDER – 6:01 P.M.**

(2) **ROLL CALL**

PRESENT: MAYOR KEIR JONES
COUNCIL MEMBER ROBERT COPELAND
COUNCIL MEMBER EDWARD WILSON
COUNCIL MEMBER LORI WOODS

ABSENT: NONE

LATE ARRIVAL: VICE MAYOR TINA HANSEN

Vice Mayor Hansen joined the meeting at 6:02 p.m.

(3) **CLOSED SESSION**

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

TITLE: CITY MANAGER

(4) **PUBLIC BUSINESS FROM THE FLOOR ON CLOSED SESSION ITEMS**

(5) **RECESS TO CLOSED SESSION**

(6) **RECONVENE REGULAR MEETING – 7:01 P.M.**

Mayor Jones asked City Manager to provide meeting participation options.

City Manager provided meeting participation options.

ROLL CALL

PRESENT: MAYOR KEIR JONES
VICE MAYOR TINA HANSEN
COUNCIL MEMBER ROBERT COPELAND
COUNCIL MEMBER LORI WOODS

ABSENT: NONE

LATE ARRIVAL: COUNCIL MEMBER EDWARD WILSON

(7) PLEDGE OF ALLEGIANCE

Mayor Jones led the audience in the Pledge of Allegiance.

(8) CLOSED SESSION REPORT

Council Member Wilson joined the meeting at 7:04 p.m.

City Attorney reported on the closed session item. There was no reportable action taken.

(9) PUBLIC BUSINESS FROM THE FLOOR AND PUBLIC COMMENT PERIOD ON ITEMS ON THE AGENDA AND NOT ON THE AGENDA EXCEPT THOSE RELATED TO PUBLIC HEARINGS

Shalin Craig, Youth Leadership Institute Program Manager, thanked City Council for considering agenda item 12(a).

(10) COMMUNITY ANNOUNCEMENTS

Mayor Jones announced that Community Announcements were displayed while City Council was in closed session.

(11) PRESENTATIONS

- a. MAYOR JONES WILL INTRODUCE JESUS SALDAÑA, THE CITY'S 2021 EMPLOYEE OF THE YEAR AND INTRODUCE EMPLOYEES WHO WERE RECENTLY RECOGNIZED FOR THEIR FIRST YEAR OF SERVICE - THOMAS BEKELE, TERESA BOWERS, NICOLE PERROTIN, KANESHA POMPEY, ELENA RAMOS, MICHELLE RIVERA, ETHAN RUCKER, AND AZUREE STRUIKSMA.
- b. MAYOR JONES WILL PRESENT TO SHARON DEL ROSARIO, ADMINISTRATIVE SERVICES OFFICER/FINANCE DIRECTOR, A CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING IN RECOGNITION OF THE CITY'S ANNUAL COMPREHENSIVE FINANCIAL REPORT.

- c. COMMUNITY SERVICES DIRECTOR WILL GIVE A PRESENTATION ON PROGRAMS AND SERVICES OFFERED DURING THE COVID-19 PANDEMIC.

CITY MANAGER WILL MAKE A PRESENTATION ABOUT COVID-19-RELATED COMMUNITY UPDATES.

- d. COMMUNITY DEVELOPMENT DIRECTOR WILL GIVE A PRESENTATION REGARDING THE 2022 ANNUAL HOMELESS COUNT EVENT, WHICH WILL BE CONDUCTED BY STAFF FROM THE SIGNAL HILL POLICE DEPARTMENT DUE TO COVID-19 CONSIDERATIONS.

Presentations were given.

City Council commented and asked questions regarding the presentations.

City Manager and Community Services Director addressed the questions posed by City Council.

(12) CITY MANAGER REPORTS

- a. FUTURE AGENDA ITEM CONSIDERATION - REQUEST FROM YOUTH LEADERSHIP INSTITUTE TO AGENDIZE A DISCUSSION REGARDING A CITY BAN ON SMOKING IN MULTI-FAMILY PROPERTIES

City Manager presented the staff report.

Council Member Woods commented on the agenda item.

It was moved by VICE MAYOR HANSEN and seconded by COUNCIL MEMBER WILSON, to direct staff to place the item on an upcoming City Council meeting agenda.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

- b. ANNUAL REVIEW OF INSTITUTIONAL PERMITS

City Manager introduced Community Development Director who presented the staff report.

Council Member Woods commented on the institutional permits.

It was moved by COUNCIL MEMBER WILSON and seconded by COUNCIL MEMBER WOODS, to adopt Resolution No. 2022-01-6657 approving the annual institutional permits for 2022 for Cole Vocational Services, Courtyard Care Center, Dungarvin California, LLC, Las Brisas Child Care Center, and Unlimited Quest.

Resolution No. 2022-01-6657, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING THE ANNUAL INSTITUTIONAL PERMITS FOR 2022 FOR COLE VOCATIONAL SERVICES, COURTYARD CARE CENTER, DUNGARVIN CALIFORNIA, LLC, LAS BRISAS CHILD CARE CENTER, AND UNLIMITED QUEST

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

c. COUNCIL APPOINTMENTS TO VARIOUS ORGANIZATIONS

City Manager presented the staff report.

Mayor Jones stated that he is serving on the League of California Cities LGBTQ Caucus and no longer serving on the League of California Cities Housing, Community and Economic Development Policy Committee.

It was moved by COUNCIL MEMBER WOODS and seconded by VICE MAYOR HANSEN, to adopt Resolution No. 2022-01-6658 (as amended) amending Resolution No. 2021-01-6601, confirming the appointments of delegates and alternates as official representatives of the City.

Resolution No. 2022-01-6658, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING RESOLUTION NO. 2021-01-6601, CONFIRMING THE APPOINTMENT OF DELEGATES AND ALTERNATES AS OFFICIAL REPRESENTATIVES OF THE CITY

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

d. ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR FISCAL YEAR 2020-21

City Manager recognized the Finance Department staff, provided an overview of the staff report, and introduced Administrative Services Officer/Finance Director who presented the staff report.

Council Member Wilson asked questions regarding the Annual Comprehensive Financial Report (ACFR).

Administrative Services Officer/Finance Director and City Manager addressed the question posed by Council Member Wilson.

City Council thanked the City staff and commented on the ACFR and proposed appropriations.

It was moved by VICE MAYOR HANSEN and seconded by COUNCIL MEMBER WILSON, to receive and file the City's ACFR for FY 2020-21; approve the proposed appropriations from FY 2020-21 to FY 2021-22 reserve balances and the current year FY 2020-21 General Fund operating surplus of \$5.8 million; adopt Resolution No. 2022-01-6659 authorizing appropriations from the FY 2020-21 general fund operating surplus and current year appropriation adjustments, amending the FY 2021-22 budget; and direct staff to distribute copies of the ACFR for FY 2020-21 as required, as well as to the Office of the City Clerk to be placed on file for the general public and posted on the City's website.

Resolution No. 2022-01-6659, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AUTHORIZING APPROPRIATIONS FROM THE FISCAL YEAR 2020-21 GENERAL FUND OPERATING SURPLUS AND CURRENT YEAR APPROPRIATION ADJUSTMENTS, AMENDING THE FISCAL YEAR 2021-22 BUDGET

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

e. SCHEDULING A BUDGET WORKSHOP

City Manager presented the staff report.

City Council discussed viable dates and selected Thursday, May 26, 2022 for the budget workshop.

It was moved by VICE MAYOR HANSEN and seconded by COUNCIL MEMBER COPELAND, to select Thursday, May 26, 2022 at 6:00 p.m. for the Budget Workshop.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

(13) CONSENT CALENDAR

a. AGREEMENT FOR ON-CALL ENVIRONMENTAL EMERGENCY RESPONSE SERVICES AND HAZARDOUS WASTE REMOVAL WITH OCEAN BLUE ENVIRONMENTAL SERVICES, INC.

Summary: The Public Works and Police Departments supplement their emergency response services by utilizing contractors to provide hazardous waste removal services. The City Council will consider approving an Agreement for On-Call Environmental Emergency Response Services with Ocean Blue Environmental Services, Inc. (Ocean Blue) to provide hazardous waste removal and other related services for an initial three-year term and a first year not-to-exceed amount of \$30,000. Years two and three will include cost increases tied to the Consumer Price Index (CPI) with a 2.5% annual cap.

Recommendation: Authorize the City Manager to enter into an Agreement for On-Call Environmental Emergency Response Services with Ocean Blue for an initial three-year term with the option to extend the agreement for one additional three-year term and a first-year annual not-to-exceed amount of \$30,000, in a form approved by the City Attorney. The annual amount may be adjusted by the applicable CPI in years two and three but will not be increased in any given year by more than 2.5%.

b. CONTRACT AMENDMENT REGISTER DATED JANUARY 11, 2022

Summary: The Contract Amendment Register is a listing of proposed contract amendments eligible for streamlined processing based upon the following criteria as documented in the City's Purchasing Policy:

- Funds have been authorized as part of the adopted fiscal year Operating Budget;
- Staff are satisfied with the goods/services received to date; and
- City Manager has reviewed and approved each amendment for streamlined processing.

One contract amendment is being presented for City Council consideration. The amendment was prepared in a form approved by the City Attorney.

Recommendation: Authorize the Contract Amendment Register dated January 11, 2022.

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

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

Recommendations:

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

appropriate, make findings to continue to hold virtual meetings of City legislative bodies pursuant to AB 361.

d. **SCHEDULE OF INVESTMENTS AND MONTHLY TRANSACTION REPORT**

Summary: The Schedule of Investments is a listing of all surplus funds invested for both the City and the Successor Agency to the former Signal Hill Redevelopment Agency as of the date shown on the report. The monthly transaction report provides the changes in investments for the prior month.

Recommendation: Receive and file.

e. **WARRANT REGISTER DATED JANUARY 11, 2022**

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

Recommendation: Authorize payment of the Warrant Register dated January 11, 2022.

f. **MINUTES OF THE FOLLOWING MEETINGS**

Summary: Regular Meetings of November 9, 2021 and December 14, 2021.

Recommendation: Approve.

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 COPELAND
COUNCIL MEMBER WILSON
COUNCIL MEMBER WOODS

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

(14) COUNCIL AGENDA--NEW BUSINESS

Council Member Woods commented on the Centennial Celebration Committee.

Vice Mayor Hansen wished her twins Ben and Kaitlin a Happy Birthday.

Mayor Jones invited interim Police Chief to come forward and recognized January 9 as National Law Enforcement Appreciation Day.

Interim Police Chief thanked the City for the recognition.

(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 Signal Hill City Council to be held on Tuesday, January 25, 2022, at 7:00 p.m. via video/teleconference. Instructions to participate in the meeting will be provided on the meeting agenda.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

MAYOR JONES adjourned the meeting at 8:22 p.m.

KEIR JONES
MAYOR

Attest:

CARMEN R. BROOKS
CITY CLERK