



## CITY OF SIGNAL HILL

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2175 Cherry Avenue • Signal Hill, California 90755-3799

THE CITY OF SIGNAL HILL  
WELCOMES YOU TO A REGULAR  
CITY COUNCIL MEETING  
January 11, 2022

**\* \* \* THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF GOVERNMENT CODE SECTION 54953 (AS AMENDED BY AB 361) WHICH AUTHORIZES TELECONFERENCED MEETINGS UNDER THE BROWN ACT DURING CERTAIN PROCLAIMED STATES OF EMERGENCY. THE GOVERNOR OF CALIFORNIA PROCLAIMED A STATE OF EMERGENCY RELATED TO COVID-19 ON MARCH 4, 2020. THIS TELECONFERENCED MEETING IS NECESSARY SO THAT THE CITY CAN CONDUCT ESSENTIAL BUSINESS AND IS PERMITTED UNDER GOVERNMENT CODE 54953 IN ORDER TO PROTECT PUBLIC HEALTH AND SAFETY OF ATTENDEES. \* \* \***

**Consistent with Government Code Section 54953, this City Council Meeting will be held via video/teleconference only and will not be physically open to the public. Council Members and staff will teleconference into the meeting by audio and/or video. The meeting will be conducted via Zoom.**

Meetings begin at 6:00 pm with the conduct of any business permitted to be conducted in closed session by the Brown Act (Government Code Section 54950, et seq.), if any, and with the public portion of the meeting beginning at 7:00 pm. There is a period for public comment on closed session matters at 6:00 pm prior to the closed session. In the event there is no business to be conducted in closed session, the regular meeting shall begin at 7:00 pm. There is a public comment period at the beginning of the regular meeting. Any person wishing to comment shall be allotted three minutes per distinct item. Any meeting may be adjourned to a time and place stated in the order of adjournment.

The agenda is posted 72 hours prior to each meeting on the City's website and outside of City Hall. The agenda and related reports are also available for review online at [www.cityofsignalhill.org](http://www.cityofsignalhill.org).

In order to minimize the spread of the COVID-19 virus, this will be a virtual meeting.

**To view or listen to the meeting live at 7:00 p.m.:**

- City of Signal Hill website at [www.cityofsignalhill.org](http://www.cityofsignalhill.org), select the City Council Meetings Link from the home page.
- Charter Spectrum Channel 3 or Frontier FiOS Channel 38.
- Call (408) 638-0968 (audio only) and enter meeting ID: 881-4793-6648, press # when prompted to provide participant ID, and enter passcode: 374778. If you would like to make a public comment, please notify the meeting host by pressing \*9 on the telephone keypad.

**To view and participate (closed session at 6:00 p.m. and regular meeting at 7:00 p.m.):**

- Visit <https://zoom.us/j/88147936648> on your desktop computer or laptop and enter passcode: 374778; or
- Visit [www.zoom.us](http://www.zoom.us) on your desktop computer or laptop, click on “Join a Meeting”, and enter meeting ID: 881-4793-6648 and passcode: 374778 when prompted; or
- Download the app from the app store if you are using a smart phone and enter meeting ID: 881-4793-6648 and passcode: 374778 when prompted.
- Please note that you will be placed in a “listen only” mode and your video feed will not be shared with the Council or public. If you would like to make a public comment, please notify the meeting host by raising your virtual hand (see hand icon at bottom of screen) and you will be invited to speak when the City Council is taking public comments. Please do not simultaneously use a microphone through Zoom and a cellphone/telephone. That combination results in audio problems for all participants.
- To make a general public comment or comment on a specific agenda item, you may also submit your comment, limited to 250 words or less, to the City Clerk at [cityclerk@cityofsignalhill.org](mailto:cityclerk@cityofsignalhill.org) not later than 5:00 p.m. on Tuesday, January 11, 2022. Written comments will be provided electronically to City Council and attached to the meeting minutes. Written comments will not be read into the record.
- The City is not responsible for meeting disruptions or technical difficulties; however, if you are disconnected, please repeat the steps above.

The City of Signal Hill thanks you in advance for taking all precautions to prevent spreading the COVID-19 virus.

City Council Members are compensated \$694.14 per month. City Clerk and City Treasurer are compensated \$421.20 per month.

**(1) CALL TO ORDER – 6:00 P.M.****(2) ROLL CALL**

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

**(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 – 7:00 P.M.****(7) PLEDGE OF ALLEGIANCE****(8) CLOSED SESSION REPORT****(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 (SPEAKERS WILL BE GIVEN THREE MINUTES FOR EACH DISTINCT ITEM)****(10) COMMUNITY ANNOUNCEMENTS****(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.
- 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.

**(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

Summary:

At the City Council meeting of October 12, 2021, Council Member Woods requested the placement of a discussion item regarding the following item for a future agenda: request from Youth Leadership Institute to agendize a discussion regarding a City ban on smoking in multi-family properties.

Recommendation:

Provide direction to staff regarding the placement of the requested item on a future agenda.

- b. ANNUAL REVIEW OF INSTITUTIONAL PERMITS

Summary:

Chapter 8.16 of the Signal Hill Municipal Code requires an annual review of institutional permits by the City Council. There are five organizations that have applied for institutional permits for 2022:

- Cole Vocational Services: 2798 Junipero Avenue
- Courtyard Care Center: 1880 Dawson Avenue
- Dungarvin California, LLC: 695 E. 27th Street
- Las Brisas Child Care Center: 2399 California Avenue, Suite A
- Unlimited Quest: 3350 Olive Avenue

All five organizations have current business licenses and are in compliance with licensing requirements and/or applicable codes of the City's Building Department, Police Department, the Los Angeles County Fire Department, and other agencies.

Recommendation:

Adopt the resolution, 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



## c. COUNCIL APPOINTMENTS TO VARIOUS ORGANIZATIONS

Summary:

The City Council will consider appointments to various committees and organizations resulting from the recent City Council reorganization.

Recommendation:

Adopt the resolution, 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

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

Summary:

The Annual Comprehensive Financial Report (ACFR) is an independently audited summary report of the financial transactions of the City for Fiscal Year (FY) 2020-21, providing relevant financial information to the City Council, citizens, current and future employees, grant entities, creditors, bond investors, rating agencies, and other interested parties. This audit is performed in compliance with City Charter requirements with the results presented to the City Council for their review.

The audit was completed by the City's independent auditor, CliftonLarsonAllen LLP, Certified Public Accountants, which issued an unqualified opinion, otherwise known as a "clean opinion", finding nothing of material concern in the City's internal controls, financial, and bookkeeping practices. The independent auditor's unmodified report provides assurance that the ACFR, and the audited information within, present fairly the City's financial position for the year ending June 30, 2021.

Recommendations:

1. Receive and file the City's Annual Comprehensive Financial Report for FY 2020-21.
2. 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.
3. Adopt the resolution, 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

4. Direct staff to distribute copies of the Annual Comprehensive Financial Report 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.

e. **SCHEDULING A BUDGET WORKSHOP**

Summary:

The City Council will consider dates for its budget workshop covering Fiscal Year (FY) 2022-23, year one of the Biennial Budget for FY 2022-24.

Recommendation:

Select a date for the annual budget workshop.

**(13) 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. **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 and is included as an attachment.

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.

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

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

**(15) ADJOURNMENT**

Tonight's meeting will be adjourned 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 and teleconference. Instructions to participate in the meeting will be provided on the meeting agenda.

**CITIZEN PARTICIPATION**

Routine matters are handled most quickly and efficiently if contact is made with the City

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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

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1/11/2022

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**AGENDA ITEM**

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

**FROM:**  
**HANNAH SHIN-HEYDORN  
CITY MANAGER**

**SUBJECT:**  
**CLOSED SESSION**

**Summary:**

A closed session will be held pursuant to Government Code Section 54957 to conduct public employee performance evaluation.

Title: City Manager

**Recommendation:**

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



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**AGENDA ITEM**

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

**FROM:**  
**HANNAH SHIN-HEYDORN  
CITY MANAGER**

**SUBJECT:**  
**PRESENTATION**

**Summary:**

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, Kaneshia Pompey, Elena Ramos, Michelle Rivera, Ethan Rucker, and Azuree Struiksma.



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**AGENDA ITEM**

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

**FROM:**  
**HANNAH SHIN-HEYDORN  
CITY MANAGER**

**SUBJECT:**  
**PRESENTATION**

Summary:

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.





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**AGENDA ITEM**

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

**FROM:**  
**ALY MANCINI  
COMMUNITY SERVICES DIRECTOR**

**SUBJECT:**  
**PRESENTATION**

**Summary:**

Community Services Director will give a presentation on programs and services offered during the COVID-19 pandemic.



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**AGENDA ITEM**

**TO:**

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

**FROM:**

**COLLEEN T. DOAN  
COMMUNITY DEVELOPMENT DIRECTOR**

**SUBJECT:**

**PRESENTATION**

**Summary:**

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.



CITY OF SIGNAL HILL  
STAFF REPORT

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**AGENDA ITEM**

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

**FROM:**  
**HANNAH SHIN-HEYDORN  
CITY MANAGER**

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

Summary:

At the City Council meeting of October 12, 2021, Council Member Woods requested the placement of a discussion item regarding the following item for a future agenda: request from Youth Leadership Institute to agendize a discussion regarding a City ban on smoking in multi-family properties.

Recommendation:

Provide direction to staff regarding the placement of the requested item on a future agenda.

Fiscal Impact:

There is no fiscal impact associated with the recommended action.

Strategic Plan Objective:

N/A

Background:

At the time of the request, the 2017 Manual of Procedural Guidelines for the Conduct of City Council and Constituent Body/Commission Meetings was in effect and stated the following:

*6.1 Preparation of Agenda.*

*Any Legislative Body member may place on the agenda any business that should be*

*deliberated upon in the future by the Legislative Body. Any Legislative Body member desiring to present a subject for the Legislative Body's consideration shall advise the City Manager's office of that fact not later than 12:00 noon on the Tuesday of the week preceding the meeting at which the member wishes the subject to be considered. The matter shall then be listed on the next agenda for discussion of whether it should be a future agenda item. The City Manager shall advise the Legislative Body member of constraints affecting staff's ability to produce an agenda report, and when the matter should be scheduled.*

Analysis:

The Youth Leadership Institute has presented to the following Commissions/Committees:

- January 19, 2021 Planning Commission
- February 17, 2021 Parks and Recreation Commission
- May 4, 2021 Sustainable City Committee
- July 6, 2021 Sustainable City Committee

The Planning Commission received the presentation.

The Parks and Recreation Commission received the presentation.

The Sustainable City Committee received the presentation and brought up the following items for consideration:

- Current State regulations allow private property owners of multi-family residences to impose their own rules regarding smoking bans without implementing a City ban;
- Enforcement procedures and staffing and funding required;
- History of previous consideration of a smoking ban by prior City Councils;
- Impact on personal cannabis use for both recreational and medical uses;
- Issues of equity and unintended consequences of displacing low-income residents who wish to smoke in their home; and
- Unintended consequences of limiting access to affordable housing by banning smoking.



CITY OF SIGNAL HILL  
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1/11/2022

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**AGENDA ITEM**

**TO:**

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

**FROM:**

**COLLEEN T. DOAN  
COMMUNITY DEVELOPMENT DIRECTOR**

**SUBJECT:**

**ANNUAL REVIEW OF INSTITUTIONAL PERMITS**

**Summary:**

Chapter 8.16 of the Signal Hill Municipal Code requires an annual review of institutional permits by the City Council. There are five organizations that have applied for institutional permits for 2022:

- Cole Vocational Services: 2798 Junipero Avenue
- Courtyard Care Center: 1880 Dawson Avenue
- Dungarvin California, LLC: 695 E. 27<sup>th</sup> Street
- Las Brisas Child Care Center: 2399 California Avenue, Suite A
- Unlimited Quest: 3350 Olive Avenue

All five organizations have current business licenses and are in compliance with licensing requirements and/or applicable codes of the City's Building Department, Police Department, the Los Angeles County Fire Department, and other agencies.

**Recommendation:**

Adopt the resolution, 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

**Fiscal Impact:**

Inspection and administrative time are partially offset by permit fees.

Strategic Plan Objectives:

N/A

Background:

In accordance with Signal Hill Municipal Code Section 8.16.050, no person shall conduct, operate, or maintain any home for the aged, mental institution, private day school, day nursery or day nursery school, private boarding school, or children's boarding home unless the facility has a valid, unrevoked and unsuspended permit issued by the City Council.

The Community Development Department coordinates an annual review of inspections by health and safety agencies to ensure the facilities are appropriately maintained. There are five institutions requesting permits for 2022 (Attachment A):

Business	Type of Business
Cole Vocational Services 2798 Junipero Avenue Business License: 12201690	Day care program for adults with developmental disabilities; serves up to 30 individuals in the morning and 30 in the afternoon.
Courtyard Care Center 1880 Dawson Avenue Business License: 12200358	59-bed skilled nursing facility that provides 24-hour skilled care and rehabilitation services.
Dungarvin California, LLC 695 E. 27 <sup>th</sup> Street Business License: 12202867	Day care program for adults with developmental disabilities; serves up to 30 individuals in the morning and 30 in the afternoon.
Las Brisas Child Care Center (Long Beach Community Improvement League) 2399 California Avenue, Suite A Business License: 12203829	Childcare center for 2- to 4-year-old children, and before and after school care for 5- to 12-year-old children. The facility can accommodate up to 141 children.
Unlimited Quest 3350 Olive Avenue Business License: 12201457	Family support services for families of youth at risk with complex mental health, behavioral and other needs.

Due to the COVID-19 pandemic, operations have changed as follows:

- Cole Vocational Services: Currently open and implementing Los Angeles County Public Health Department COVID-19 restrictions.
- Courtyard Care Center: Currently open and operating per Centers for Medicare and Medicaid COVID-19 restrictions.
- Dungarvin California, LLC: Currently open and implementing Los Angeles County Public Health Department COVID-19 restrictions.
- Las Brisas Child Care Center: Currently open and implementing Los Angeles County Public

Health Department COVID-19 restrictions.

- Unlimited Quest: Currently open and implementing Los Angeles County Public Health Department COVID-19 restrictions.

#### Analysis:

The review process for an institutional permit requires multi-department inspections and a review of online reports from State and Federal inspections.

#### Signal Hill Police Department

The Police Department reviewed its records and reported no significant activities at the facilities.

#### Signal Hill Division of Building Safety

The Building Safety Inspector performs an inspection of each facility and notes any maintenance or observable non-compliance items pursuant to the California Building Code. The 2021 inspection dates were:

- Cole Vocational Services: December 2, 2021
- Courtyard Care Center: December 2, 2021
- Dungarvin California, LLC: November 17, 2021
- Las Brisas Child Care Center: December 16, 2021
- Unlimited Quest: December 15, 2021

There were no deficiencies noted at any institution.

#### County of Los Angeles Fire Department

All the institutions are inspected by the County of Los Angeles Fire Department (Attachment B). Three institutions are inspected annually:

- Cole Vocational Services: December 10, 2021 (passed)
- Courtyard Care Center: April 9, 2021 (passed)
- Las Brisas Child Care Center: December 6, 2021 (passed)

Two institutions are inspected biennially:

- Dungarvin California, LLC: July 1, 2021 (passed)
- Unlimited Quest: April 19, 2021 (passed)

#### State of California Department of Social Services (CDSS)

CDSS administers the licenses for Cole Vocational Services, Dungarvin California, LLC, Las Brisas Child Care Center, and Unlimited Quest. All facilities are listed as licensed at this time.

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City staff conducted a review of the online information from CDSS. The last inspection of each location was listed as follows (Attachment C):

- Cole Vocational Services: October 8, 2019 (There were no inspections reported in 2020 or 2021.)
- Dungarvin California, LLC: September 9, 2021
- Las Brisas Child Care Center: August 11, 2021
- Unlimited Quest: June 1, 2021, and June 29, 2021

The U.S. Department of Health and Human Services Centers for Medicare & Medicaid Services (Medicare)

Medicare administers the license for the Courtyard Care Center. The facility has a valid license, and a review of the online information from Medicare listed the last standard health inspection of Courtyard Care Center on March 8, 2020. The total number of health citations was five, with all deficiencies corrected. The last infection control inspection was on December 30, 2020, and there were no deficiencies found (Attachment D).

Staff is recommending adoption of the resolution approving the annual institutional permits for calendar year 2022 for Cole Vocational Services, Courtyard Care Center, Dungarvin California, LLC, Las Brisas Child Care Center, and Unlimited Quest.

Approved:

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Hannah Shin-Heydorn

Attachments





## CITY OF SIGNAL HILL

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Application for a permit to operate a certain business in the City of Signal Hill, California,  
pursuant to Chapter 8.16 of the Signal Hill Municipal Code.

Business Type: Adult Day Servicing-Serving Adults W/ Disabilities Code Section: 8.16  
Business Name: Cole Vocational Services On-Site Contact: Erin Welch / Program director  
Address: 2788 Juchero Ave Signal Hill, CA 90807 Name: Erin Welch  
Telephone: (562) 912-7340 Telephone: (562) 912-7340  
Type of Organization: Adult day program for developmentally disabled individuals  
Applicant: Cole Vocational Services Address: 2788 Juchero Ave, Signal Hill, CA 90807  
Name, Business Address, Telephone Number of Partners/Officers/CEO: \_\_\_\_\_  
\_\_\_\_\_  
9166 Anaheim Place Suite Rancho Cucamonga, CA 91730  
\_\_\_\_\_  
Executive Director Tammi Castillo (909) 483-2505  
\_\_\_\_\_  
Number of Accommodations: 30  
Emergency Contact: Erin Welch / Program director  
Telephone (including area code): (562) 761-5285  
Email Address: Erin.Welch@sevitahhealth.com  
Describe Business Operation: Adult day program for developmentally disabled individuals  
Person/Title Responsible: Tammi Castillo Executive Director (909) 566-8332

I, Tammi Castillo hereby affirm that the statements made in this application are true and correct.

Tammi Castillo Executive Director 12/20/2021  
Applicant signature Title Date

\*\*\*\*\*

\* For office use only: Investigation Fee \$100 \$100.00

Finance code: 100-32-4632

Health Department Inspection Date: \_\_\_\_\_

LAC Fire Department Inspection Date: \_\_\_\_\_

Permit Expiration Date: \_\_\_\_\_



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Application for a permit to operate a certain business in the City of Signal Hill, California,  
pursuant to Chapter 8.16 of the Signal Hill Municipal Code.

Business Type: Skilled Nursing Facility Code Section: 8.16  
Business Name: Courtyard Care Center On-Site Contact: Jonah Baggic  
Address: 1880 Dawson Ave. Signal Hill, CA 90755 Name: Jonah Baggic  
Telephone: (562) 494-5188 Telephone: (562) 810-5215  
Type of Organization: S Corporation  
Applicant: Courtyard Care Center Address: \_\_\_\_\_  
Name, Business Address, Telephone Number of Partners/Officers/CEO: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Number of Accommodations: 59  
Emergency Contact: Jonah Baggic  
Telephone (including area code): (562) 494-5188  
Email Address: JBAGGIC@COURTYARDCARECENTER.COM  
Describe Business Operation: Long-term & Short-term Rehabilitation  
Person/Title Responsible: Jonah Baggic / Administrator

I, Jonah Baggic hereby affirm that the statements made in this application are true and correct.

<u>[Signature]</u>	<u>Administrator</u>	<u>10/13/21</u>
Applicant signature	Title	Date

\*\*\*\*\*  
\* For office use only: Investigation Fee \$100 X

Finance code: 100-32-4632

Health Department Inspection Date: \_\_\_\_\_

LAC Fire Department Inspection Date: \_\_\_\_\_

Permit Expiration Date: \_\_\_\_\_



# CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, CA 90755-3799

Application for a permit to operate a certain business in the City of Signal Hill, California,  
pursuant to Chapter 8.16 of the Signal Hill Municipal Code.

Business Type: Adult Day Program Code Section: 8.16  
 Business Name: Dungarvin CA LLC On-Site Contact: Ollie Martin  
 Address: 695 E 27th, Street Signal Hill CA 90755 Name: Ollie Martin  
 Telephone: (562) 270-6416 ext 4181 Telephone: \_\_\_\_\_  
 Type of Organization: Limited Liability Corporation  
 Applicant: Dungarvin CA LLC Address: 19300 S Hamilton Ave Ste 140  
Gardena CA 90248  
 Name, Business Address, Telephone Number of Partners/Officers/CEO: \_\_\_\_\_  
Tim Madden, CEO, 1444 Northland Drive, Suite 200, Mendota Heights MN 55120, 651-699-0206  
Joe Regescheid, CFO, 1444 Northland Drive, Suite 200, Mendota Heights MN 55120, 651-699-0206  
 Number of Accommodations: Please See Attached Letter  
 Emergency Contact: Jesse Hansen, Dungarvin State Director  
 Telephone (including area code): (707) 528-9655  
 Email Address: jhansen@dungarvin.com  
 Describe Business Operation: Please See Attached Letter  
 Person/Title Responsible: Jesse Hansen, Dungarvin State Director

I Jesse Hansen hereby affirm that the statements made in this application are true and correct.

  
Applicant signature

State Director  
Title

10/22/2025  
Date

\* For office use only: Investigation Fee \$100 \_\_\_\_\_

Finance code: 100-32-4632

Health Department Inspection Date: \_\_\_\_\_

LAC Fire Department Inspection Date: \_\_\_\_\_

Permit Expiration Date: \_\_\_\_\_



# CITY OF SIGNAL HILL

2175 Cherry Avenue ♦ Signal Hill, CA 90755-3799

Application for a permit to operate a certain business in the City of Signal Hill, California,  
pursuant to Chapter 8.16 of the Signal Hill Municipal Code.

Business Type: Child Development Center Code Section: 8.16  
 Business Name: Long Beach Community Improvement League On-Site Contact: Laura Sidney  
 Address: 2399 California Avenue, Suite A, Signal Hill, CA 90765 Name: Laura Sidney  
 Telephone: 562-951-3500 Telephone: 562-989-5766  
 Type of Organization: Non-profit, Social and Civic Service Organization  
 Applicant: Long Beach Community Improvement League Address: 2222 Olive Avenue, Long Beach, CA 90806  
 Name, Business Address, Telephone Number of Partners/Officers/CEO: CEO: Dr. Farah Naz Khaleghi  
Officers: Mr. Ahmed Saafir (Board Chair), Ms. Colleen Bentley Treasurer), IMs. Terri McAdams (Secretary)  
2222 Olive Avenue, Long Beach, CA 90806, Tel: 562-951-3500 & 562-426-8897  
 Number of Accommodations: 141  
 Emergency Contact: Laura Sidney  
 Telephone (including area code): 562-989-5766  
 Email Address: lsidney@lbcil.org  
 Describe Business Operation: Providing child care and development for ages 2-5 and before/after school care for 6-13 years old  
year-round, M-F, 7 a.m. to 6 p.m. Programs and services are subsidized by California Department  
of Education and Department of Social Services.  
 Person/Title Responsible: Dr. Farah Naz Khaleghi, Executive Director/CEO

I Farah Naz Khaleghi hereby affirm that the statements made in this application are true and correct.

*Farah Naz Khaleghi*

Executive Director, October 12, 2021

Applicant signature

Title

Date

\*\*\*\*\*

\* For office use only: Investigation Fee \$100 X

Finance code: 100-32-4632

Health Department Inspection Date: \_\_\_\_\_

LAC Fire Department Inspection Date: \_\_\_\_\_

Permit Expiration Date: \_\_\_\_\_





## CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, CA 90755-3799

Application for a permit to operate a certain business in the City of Signal Hill, California,  
pursuant to Chapter 8.16 of the Signal Hill Municipal Code.

Business Type: Adult Day Service- Serving adults w/ disabilities Code Section: 8.16  
Business Name: Unlimited Quest On-Site Contact: \_\_\_\_\_  
Address: 3350 Olive Ave. Signal Hill, CA 90755 Name: Josephine Santos  
Telephone: 562-595-0730 Telephone: 818-913-6382  
Type of Organization: Corporation  
Applicant: Unlimited Quest Address: 9166 Anaheim Place Suite 200  
Name, Business Address, Telephone Number of Partners/Officers/CEO: Rancho Cucamonga, CA 91730  
Unlimited Quest, Inc. - 9166 Anaheim Place Suite 200 Rancho Cucamonga, CA 91730  
Tammi Castillo 909-483-2505  
Number of Accommodations: \_\_\_\_\_  
Emergency Contact: Ryan Rieger - Area Director  
Telephone (including area code): 5 627 615285  
Email Address: Ryan.Rieger@TheMentorNetwork.com  
Describe Business Operation: \_\_\_\_\_  
Person/Title Responsible: Josephine Santos - Program Director

I Tammi Castillo hereby affirm that the statements made in this application are true and correct.

Tammi Castillo Executive Director 10/27/2021  
Applicant signature Title Date

\*\*\*\*\*

\* For office use only: Investigation Fee \$100 \$100

Finance code: 100-32-4632

Health Department Inspection Date: \_\_\_\_\_

LAC Fire Department Inspection Date: \_\_\_\_\_

Permit Expiration Date: \_\_\_\_\_



# County of Los Angeles Fire Department

## Form 484 Emergency Business Information

Fire Station: 060 2300 27TH ST SIGNAL HILL, CA 90755

Phone: 562-595-1620 Fax: 562-988-3624

### Occupant/Facility Information

\* Location Name: COLE VOCATIONAL SERVICES

DBA: ADULT DAY CARE FACILITY

#Employees: 16

Previous Occ: HARPER AND TWO SALES

#Students: 30

HHMDID:

Phone: 562-912-7340

Ext:

Fax:

Sr. Person Name: LA SONJA PORTER

Title: ADMINISTRATOR

EMail:

### Inspection Detail Information

Insp Date:

Year: 2021

Shift/Insp.ID:

Record#: 93763

Insp Type:

Insp Result:

Inspector Name:

Insp Notes /

410 Violations:

### Previous Inspection Listing

Date	Insp	Result	Inspection Type	Inspected By
12/10/2021	C	CLOSED	ANNUAL	TASICH

Note:

### Property Address

\* Street Address: 2798 N JUNIPERO AVE

\* City/State/Zip: SIGNAL HILL, CA 90755

### Mailing Address

\* Street Address: 2798 N JUNIPERO AVE

\* City/State/Zip: SIGNAL HILL, CA 90755

### Additional Information

Note:

### Alarm Company Information

Alarm Co:

Phone:

### Property Owner Information

Property Owner:

Phone:

Street Address:

City/State/Zip:

### Building Information

\* Responsibility: FS060

Sector/Drawer: 2

\* Fire Station: 060

\* Insp Freq: ANNUAL

\* Occ Code: B - BUSINESS; OFFICE

Roof Type:

Knox Box Location:

Hazmat:

SQFT:

\* Stories: 1

\* Sprinklered: YES

\* Basement: NO

5 Yrs Sprinklered/ N/A  
Cert Expiration:

\* Target Haz: NO

\* Fire Permit: NO

\* HM Handler: NO

FDC Location:

### Property Use Code/Description

\* PUC: ADULT DAY CARE - 2541

PUD: ADULT DAY HEALTHCARE - 1320

### Emergency Contact Information

	First Name	Last Name	Title	1st Phone	2nd Phone
1st Contact:	LEANOR	RODRIGUEZ	ADMINISTRATOR	714-319-0812	
2nd Contact:					
3rd Contact:					



# County of Los Angeles Fire Department

## Form 484 Emergency Business Information

Fire Station: 060 2300 27TH ST SIGNAL HILL, CA 90755

Phone: 562-595-1620 Fax: 562-988-3624

### Occupant/Facility Information

\* Location Name: **COURTYARD CARE CENTER**

DBA: #Employees: 18

Previous Occ: #Students:

HHMDID:

Phone: 562-494-5188 Ext:

Fax: 562-494-8758

Sr. Person Name: JONAH BAGSIC

Title: ADMINISTRATOR

Email:

### Property Address

\* Street Address: 1880 N DAWSON AVE

\* City/State/Zip: SIGNAL HILL, CA 90755

### Mailing Address

\* Street Address: 1880 N DAWSON AVE

\* City/State/Zip: SIGNAL HILL, CA 90755

### Additional Information

Note: 59 BEDS

### Alarm Company Information

Alarm Co: Phone:

### Property Owner Information

Property Owner: NORTH AMERICAN HEALTHCARE

Phone: 949-240-2423

Street Address:

City/State/Zip: MISSION VIEJO, CA 92690

### Property Use Code/Description

\* PUC: NURSING HOME >4 PATIENTS - 3111

PUD:

### Emergency Contact Information

	First Name	Last Name	Title	1st Phone	2nd Phone
1st Contact:	JONAH	BAGSIC	ADMINISTRATOR	562-494-5188	562-810-5215
2nd Contact:	MIGUEL	NAVARETTA	MAINT MGR	562-494-5188	562-606-4602
3rd Contact:					

### Inspection Detail Information

Insp Date: Year: **2021**

Shift/Insp.ID: Record#: **85536**

Insp Type:

Insp Result:

Inspector Name:

Insp Notes / 410 Violations:

### Previous Inspection Listing

Date	Insp	Result	Inspection Type	Inspected By
4/9/2021	C	PASS	ANNUAL	WREN

Note:

### Building Information

\* Responsibility: SIS Sector/Drawer: 6

\* Fire Station: 060 \* Insp Freq: ANNUAL

\* Occ Code: I21 - AMBULATORY CARE FACILITIES

Roof Type: FLAT; CONVENTIONAL

Knox Box Location: FRONT GATE

Hazmat:

SQFT: 20,000 \* Stories: 1

\* Sprinklered: YES \* Basement: NO

5 Yrs Sprinklered/ Cert Expiration: 12/22

\* Target Haz: NO

\* Fire Permit: NO \* HM Handler: NO

FDC Location: ON 19TH



# County of Los Angeles Fire Department

## Form 484 Emergency Business Information

Fire Station: 060 2300 27TH ST SIGNAL HILL, CA 90755

Phone: 562-595-1620 Fax: 562-988-3624

### Occupant/Facility Information

\* Location Name: DUNGARVIN

DBA:

#Employees:

Previous Occ: VACANT

#Students:

HHMDID:

Phone:

Ext:

Fax:

Sr. Person Name:

Title:

EMail:

### Property Address

\* Street Address: 695 E 27TH ST

\* City/State/Zip: SIGNAL HILL, CA 90755

### Mailing Address

\* Street Address: 695 E 27TH ST

\* City/State/Zip: SIGNAL HILL, CA 90755

### Additional Information

Note:

### Alarm Company Information

Alarm Co:

Phone:

### Property Owner Information

Property Owner:

Phone:

Street Address:

City/State/Zip:

### Inspection Detail Information

Insp Date:

Year:

2021

Shift/Insp.ID:

Record#:

93040

Insp Type:

Insp Result:

Inspector Name:

Insp Notes /  
410 Violations:

### Previous Inspection Listing

Date	Insp	Result	Inspection Type	Inspected By
7/1/2021	B	PASS	BIENNIAL	HARDIE

Note:

### Building Information

\* Responsibility: FS060

Sector/Drawer: 1

\* Fire Station: 060

\* Insp Freq: BIENNIAL

\* Occ Code: B - BUSINESS; OFFICE

Roof Type:

Knox Box  
Location:

Hazmat:

SQFT:

\* Stories: 1

\* Sprinklered: NO

\* Basement: NO

5 Yrs Sprinklered/ 0  
Cert Expiration:

\* Target Haz: NO

\* Fire Permit: NO

\* HM Handler: NO

FDC Location:

### Property Use Code/Description

\* PUC: VACANT - 9300

PUD:

### Emergency Contact Information

	First Name	Last Name	Title	1st Phone	2nd Phone
1st Contact:	OLLIE	MARTIN	MGR	323-500-3654	
2nd Contact:					
3rd Contact:					





# County of Los Angeles Fire Department

## Form 484 Emergency Business Information

Fire Station: 060 2300 27TH ST SIGNAL HILL, CA 90755

Phone: 562-595-1620 Fax: 562-988-3624

### Occupant/Facility Information

\* Location Name: **SIGNAL HILL CHILD DEVELOPMENT**

DBA: #Employees: 14  
Previous Occ: #Students: 81  
HHMDID: Ext:  
Phone: 562-989-5766  
Fax: 562-989-5416

Sr. Person Name: DR. FARAH KHALEGHI  
Title: EXECUTIVE DIRECTOR  
Email:

### Inspection Detail Information

Year: **2021**  
Record#: **92318**  
Insp Date:  
Shift/Insp.ID:  
Insp Type:  
Insp Result:  
Inspector Name:  
Insp Notes /  
410 Violations:

### Previous Inspection Listing

Date	Insp	Result	Inspection Type	Inspected By
12/6/2021	B	PASS	ANNUAL	HARDIE

Note:

### Property Address

\* Street Address: 2399 N CALIFORNIA AVE  
\* City/State/Zip: SIGNAL HILL, CA 90755

### Mailing Address

\* Street Address: 2399 N CALIFORNIA AVE  
\* City/State/Zip: SIGNAL HILL, CA 90755

### Additional Information

Note:

### Alarm Company Information

Alarm Co: Phone:

### Property Owner Information

Property Owner: LAS BRIAS COMMUNITY HOUSING  
Phone: 562-989-9994  
Street Address: 2399 CALIFORNIA AVE SUITE C  
City/State/Zip: SIGNAL HILL, CA 90755

### Building Information

\* Responsibility: FS060 Sector/Drawer: 2  
\* Fire Station: 060 \* Insp Freq: ANNUAL  
\* Occ Code: E - EDUCATION/DAYCARE USE THROUGH 12TH GRADE  
Roof Type: FLAT; CONVENTIONAL  
Knox Box Location: YES. AT FRONT OFFICE  
Hazmat:  
SQFT: \* Stories: 1  
\* Sprinklered: NO \* Basement: NO  
5 Yrs Sprinklered/ Cert Expiration: N/A  
\* Target Haz: NO  
\* Fire Permit: NO \* HM Handler: NO  
FDC Location:

### Property Use Code/Description

\* PUC: SCHOOL: PRIVATE, PRESCHOOL - 2425  
PUD:

### Emergency Contact Information

	First Name	Last Name	Title	1st Phone	2nd Phone
1st Contact:	LAURA	SIDNEY	MANAGER	213-999-9727	
2nd Contact:	ISABELA	BERMUDEZ		562-896-4191	
3rd Contact:					



# County of Los Angeles Fire Department

## Form 484 Emergency Business Information

Fire Station: 060 2300 27TH ST SIGNAL HILL, CA 90755

Phone: 562-595-1620

Fax: 562-988-3624

### Occupant/Facility Information

\* Location Name: UNLIMITED QUEST & CALIFORNIA MENTOR

DBA:

#Employees:

Previous Occ: UNLIMITED QUEST

#Students:

HHMDID:

Phone: 562-424-1859

Ext:

Fax:

Sr. Person Name:

Title:

E-Mail:

### Inspection Detail Information

Insp Date:

Year:

2021

Shift/Insp.ID:

Record#:

93903

Insp Type:

Insp Result:

Inspector Name:

Insp Notes /  
410 Violations:

### Previous Inspection Listing

Date	Insp	Result	Inspection Type	Inspected By
4/19/2021	C	PASS	ANNUAL	WREN

Note:

### Property Address

\* Street Address: 3350 N OLIVE AVE

\* City/State/Zip: SIGNAL HILL, CA 90755

### Mailing Address

\* Street Address: 3350 N OLIVE AVE

\* City/State/Zip: SIGNAL HILL, CA 90755

### Additional Information

Note:

### Alarm Company Information

Alarm Co: SAFE T

Phone: 866-689-0599

### Property Owner Information

Property Owner:

Phone:

Street Address:

City/State/Zip:

### Building Information

\* Responsibility: FS060

Sector/Drawer: 0

\* Fire Station: 060

\* Insp Freq: BIENNIAL

\* Occ Code: U - UTILITY AND MISCELLANEOUS

Roof Type:

Knox Box  
Location:

Hazmat:

SQFT:

\* Stories: 1

\* Sprinklered: NO

\* Basement: NO

5 Yrs Sprinklered/  
Cert Expiration:

\* Target Haz: NO

\* Fire Permit: NO

\* HM Handler: NO

FDC Location:

### Property Use Code/Description

\* PUC: SCHOOL: ADULT - 2410

PUD:

### Emergency Contact Information

	First Name	Last Name	Title	1st Phone	2nd Phone
1st Contact:	JOSIE	SANTOS		562-595-0730	
2nd Contact:	MEAGAN	HERNANDEZ		310-359-2103	
3rd Contact:	IRASEMA	SANDOVAL		562-754-4140	

# Department of SOCIAL SERVICES

## Community Care Licensing

# FACILITY EVALUATION REPORT

**Facility Number:** 198603362

**Report Date:** 09/09/2021

**Date Signed:** 09/09/2021 02:17:43 PM

STATE OF CALIFORNIA - HEALTH AND HUMAN SERVICES AGENCY		CALIFORNIA DEPARTMENT OF SOCIAL SERVICES COMMUNITY CARE LICENSING DIVISION CCLD Regional Office, 1000 CORPORATE DR #100 MONTEREY PARK, CA 91754	
<b>FACILITY EVALUATION REPORT</b>			
<b>FACILITY NAME:</b> DUNGARVIN CALIFORNIA - SIGNAL HILL		<b>FACILITY NUMBER:</b> 198603362	
<b>ADMINISTRATOR:</b> MARTIN, ALLISON		<b>FACILITY TYPE:</b> 775	
<b>ADDRESS:</b> 695 EAST 27TH STREET		<b>TELEPHONE:</b> (510) 727-9448	
<b>CITY:</b> SIGNAL HILL		<b>ZIP CODE:</b> 90755	
<b>CAPACITY:</b> 30		<b>DATE:</b> 09/09/2021	
<b>TYPE OF VISIT:</b> Required - 1 Year		<b>TIME BEGAN:</b> 12:30 PM	
<b>MET WITH:</b> Ollie Martin		<b>TIME COMPLETED:</b> 02:30 PM	
<b>STATE:</b> CA		<b>CENSUS:</b> 15	
<b>UNANNOUNCED</b>			

NARRATIVE	
1	Licensing Program Analyst (LPA) Jade Jordan made an unannounced visit to Dungarvin California
2	(ADP) located at 695 E. 27th Street Signal Hill Ca. The purpose of today's visit was to conduct an
3	Annual Inspection with an emphasis on infection control. During today's visit LPA was met by Program
4	Director Ollie Martin.
5	
6	As part of today's inspection LPA reviewed infection control measures set in place at the facility. LPA
7	was screen prior to entry, and then filled out a questioner regarding Covid 19 related symptoms. The
8	facility has has this screening in place for all staff, consumers and visitors. The program is currently
9	operating virtually, but plans to have a small group of consumers return on site effective 09/13/21. The
10	LPA and Director toured the entire facility. The property consists of 1 large building with 10 large activity
11	area, which include a Garden room, music room, art room, tech room offices, sewing room, gaming
12	room, exercise room, library, conference room, kitchen and 3 unisex bathrooms and an outside patio.
13	
14	The Facility walls and floors were in good condition, adequate lighting, fire extinguishers were properly
15	charged. Plenty of storage space and chemicals were properly locked. The restrooms were clean and
16	within Title 22 regulations. An emergency water and food supply was available. The kitchen was clean,
17	and a refrigerator was available for consumer use. The day program does not provide meals at this time
18	due to Covid, but emergency snacks/food are available to consumers if they forget to bring a meal. The
19	first aid kit was available; Walkways throughout the day program were clear of hazards and all exits
20	were clear of debris. Lpa sampled staff and resident files, all of which had the required documentation.
21	
22	LPA observed all staff to be wearing masks, and practicing social distancing. Lpa observed over a 30
23	day supply of PPE present within the facility, and ample sanitizing and disinfectant products. . No
24	citations were issued during this visit and a copy of this report was provided.
25	

<b>SUPERVISOR'S NAME:</b> Michael Cava	<b>TELEPHONE:</b> (323) 400-7397
<b>LICENSING EVALUATOR NAME:</b> Jade Jordan	<b>TELEPHONE:</b> (650) 388-2300
<b>LICENSING EVALUATOR SIGNATURE:</b>	<b>DATE:</b> 09/09/2021
I acknowledge receipt of this form and understand my licensing appeal rights as explained and received.	
<b>FACILITY REPRESENTATIVE SIGNATURE:</b>	<b>DATE:</b> 09/09/2021

This report must be available at Child Care and Group Home facilities for public review for 3 years.

LIC809 (FAS) - (06/04)

Page: 1 of 1

# Department of SOCIAL SERVICES

## Community Care Licensing

# FACILITY EVALUATION REPORT

**Facility Number:** 198603362

**Report Date:** 09/09/2021

**Date Signed:** 09/09/2021 02:17:43 PM

STATE OF CALIFORNIA - HEALTH AND HUMAN SERVICES AGENCY		CALIFORNIA DEPARTMENT OF SOCIAL SERVICES COMMUNITY CARE LICENSING DIVISION CCLD Regional Office, 1000 CORPORATE DR #100 MONTEREY PARK, CA 91754	
<b>FACILITY EVALUATION REPORT</b>			
<b>FACILITY NAME:</b> DUNGARVIN CALIFORNIA - SIGNAL HILL		<b>FACILITY NUMBER:</b> 198603362	
<b>ADMINISTRATOR:</b> MARTIN, ALLISON		<b>FACILITY TYPE:</b> 775	
<b>ADDRESS:</b> 695 EAST 27TH STREET		<b>TELEPHONE:</b> (510) 727-9448	
<b>CITY:</b> SIGNAL HILL		<b>ZIP CODE:</b> 90755	
<b>CAPACITY:</b> 30		<b>DATE:</b> 09/09/2021	
<b>TYPE OF VISIT:</b> Required - 1 Year		<b>TIME BEGAN:</b> 12:30 PM	
<b>MET WITH:</b> Ollie Martin		<b>TIME COMPLETED:</b> 02:30 PM	
<b>STATE:</b> CA		<b>CENSUS:</b> 15	
<b>UNANNOUNCED</b>			

NARRATIVE	
1	Licensing Program Analyst (LPA) Jade Jordan made an unannounced visit to Dungarvin California
2	(ADP) located at 695 E. 27th Street Signal Hill Ca. The purpose of today's visit was to conduct an
3	Annual Inspection with an emphasis on infection control. During today's visit LPA was met by Program
4	Director Ollie Martin.
5	
6	As part of today's inspection LPA reviewed infection control measures set in place at the facility. LPA
7	was screen prior to entry, and then filled out a questioner regarding Covid 19 related symptoms. The
8	facility has has this screening in place for all staff, consumers and visitors. The program is currently
9	operating virtually, but plans to have a small group of consumers return on site effective 09/13/21. The
10	LPA and Director toured the entire facility. The property consists of 1 large building with 10 large activity
11	area, which include a Garden room, music room, art room, tech room offices, sewing room, gaming
12	room, exercise room, library, conference room, kitchen and 3 unisex bathrooms and an outside patio.
13	
14	The Facility walls and floors were in good condition, adequate lighting, fire extinguishers were properly
15	charged. Plenty of storage space and chemicals were properly locked. The restrooms were clean and
16	within Title 22 regulations. An emergency water and food supply was available. The kitchen was clean,
17	and a refrigerator was available for consumer use. The day program does not provide meals at this time
18	due to Covid, but emergency snacks/food are available to consumers if they forget to bring a meal. The
19	first aid kit was available; Walkways throughout the day program were clear of hazards and all exits
20	were clear of debris. Lpa sampled staff and resident files, all of which had the required documentation.
21	
22	LPA observed all staff to be wearing masks, and practicing social distancing. Lpa observed over a 30
23	day supply of PPE present within the facility, and ample sanitizing and disinfectant products. . No
24	citations were issued during this visit and a copy of this report was provided.
25	

<b>SUPERVISOR'S NAME:</b> Michael Cava	<b>TELEPHONE:</b> (323) 400-7397
<b>LICENSING EVALUATOR NAME:</b> Jade Jordan	<b>TELEPHONE:</b> (650) 388-2300
<b>LICENSING EVALUATOR SIGNATURE:</b>	<b>DATE:</b> 09/09/2021
I acknowledge receipt of this form and understand my licensing appeal rights as explained and received.	
<b>FACILITY REPRESENTATIVE SIGNATURE:</b>	<b>DATE:</b> 09/09/2021

This report must be available at Child Care and Group Home facilities for public review for 3 years.

LIC809 (FAS) - (06/04)

Page: 1 of 1

# Department of SOCIAL SERVICES

## Community Care Licensing

# FACILITY EVALUATION REPORT

**Facility Number:** 198010585

**Report Date:** 08/11/2021

**Date Signed:** 08/11/2021 01:11:17 PM

STATE OF CALIFORNIA - HEALTH AND HUMAN SERVICES AGENCY	CALIFORNIA DEPARTMENT OF SOCIAL SERVICES COMMUNITY CARE LICENSING DIVISION CCLD Regional Office, 1000 CORPORATE CENTER DR 200B MONTEREY PARK, CA 91754
<b>FACILITY EVALUATION REPORT</b>	

<b>FACILITY NAME:</b>	LONG BEACH COMMUNITY IMPROVEMENT LEAGUE	<b>FACILITY NUMBER:</b>	198010585
<b>ADMINISTRATOR:</b>	LAURA SIDNEY	<b>FACILITY TYPE:</b>	840
<b>ADDRESS:</b>	2399 CALIFORNIA AVENUE, SUITE A	<b>TELEPHONE:</b>	(562) 951-3500
<b>CITY:</b>	SIGNAL HILL	<b>ZIP CODE:</b>	90755
<b>CAPACITY:</b>	29	<b>DATE:</b>	08/11/2021
<b>TYPE OF VISIT:</b>	Required - 1 Year	<b>UNANNOUNCED TIME BEGAN:</b>	11:31 AM
<b>MET WITH:</b>	Latasha Haley-Lead Teacher	<b>TIME COMPLETED:</b>	01:30 PM

### NARRATIVE

1 Licensing Program Analyst (LPA) Raul Navarro conducted an unannounced random inspection at  
2 11:30am. LPA met with designated facility Lead Teacher, Latasha Haley, who guided LPA on a tour of  
3 the facility. This is a school age program licensed for 29 children which operates Monday – Friday from  
4 7:00 AM – 6:00 PM.

5

6 All areas identified on the facility sketch were inspected. Upon arrival, LPA observed five children with  
7 one staff. Teacher/child ratios were observed to be in accordance with Title 22 school age regulations.  
8 The facility is within the conditions, limitations, and capacity specified on the license. Staff names were  
9 recorded. All children were observed to be under visual supervision of a teacher at all times.

10

11 Furniture and equipment was inspected for good repair, free of sharp, loose, or pointed parts. All indoor  
12 classrooms were inspected to ensure that the floors have a surface that is safe and clean. Storage for  
13 medication was inspected to ensure that medications are in a safe place inaccessible to children. All  
14 toilets and hand washing facilities are in safe and sanitary operating conditions. All materials and  
15 surfaces accessible to children are toxic free. At this time, the office is used as an isolation area. There  
16 are chairs in the office. Parents are contacted immediately when children are determined to be ill.

17

18 Snack menus were reviewed to ensure that they are being posted at least one week in advance and  
19 visible to an authorized representative. The facility provides breakfast, lunch and PM snack. All kitchen,  
20 food preparation, and storage areas are clean, free of litter, rubbish, and rodents/vermin. All food is  
21 protected from contamination, and LPA inspected that any contaminated food is discarded immediately.  
22 There is drinking water available in all indoor classrooms and there are drinking fountains outdoors  
23 where children fill up their cups. All storage containers for solid waste, including moveable bins have  
24 tight fitting covers on and are in good repair.

25

Report continues- Page 1 of 3

**SUPERVISOR'S NAME:** Karen Chambers

**LICENSING EVALUATOR NAME:** Raul Navarro

**LICENSING EVALUATOR SIGNATURE:**

**TELEPHONE:** (323) 980-4934

**TELEPHONE:** 323-981-3388

**DATE:** 08/11/2021



I acknowledge receipt of this form and understand my licensing appeal rights as explained and received.

FACILITY REPRESENTATIVE SIGNATURE:

DATE: 08/11/2021

This report must be available at Child Care and Group Home facilities for public review for 3 years.

LIC809 (FAS) - (06/04)

Page: 1 of 3

STATE OF CALIFORNIA - HEALTH AND HUMAN SERVICES AGENCY

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES  
COMMUNITY CARE LICENSING DIVISION  
CCLD Regional Office, 1000 CORPORATE CENTER DR 200B  
MONTEREY PARK, CA 91754

## FACILITY EVALUATION REPORT (Cont)

FACILITY NAME: LONG BEACH COMMUNITY

FACILITY NUMBER: 198010585

IMPROVEMENT LEAGUE

VISIT DATE: 08/11/2021

### NARRATIVE

- 1 Disinfectants, cleaning solutions, poisons and other items that are dangerous to children are stored in
- 2 an area inaccessible to children. Storage areas for poisons are locked. Facility has one or more
- 3 functioning carbon monoxide detectors that meet statutory requirements. The facility takes measures to
- 4 keep the facility free of flies, other insects and rodents.
- 5
- 6 Outdoor play equipment was observed to be in good condition, free of sharp, loose or pointed parts.
- 7 Outdoor activity space surface is maintained in a safe condition as is free of hazards. The Director
- 8 states that there are no bodies of water on the premises and LPA did not observe any bodies of water
- 9 during this visit.
- 10
- 11 Areas around and/or under climbing equipment have cushioning material to absorb a fall. Director states
- 12 there are no weapons or firearms on the premises.
- 13
- 14 Sign in and out sheets were reviewed to ensure that procedures are in accordance with Title 22
- 15 requirements. Staff Records were reviewed to ensure that a health screening report is on file. Children's
- 16 Records were reviewed. (Name, address, telephone of child's authorized representative, Medical
- 17 Assessment.) for completeness; Inspection of required forms was made and documented on the LIC
- 18 857.
- 19
- 20 LPA also reviewed staff records. The review of Staff records was documented on the LIC 859. Staff
- 21 present did have proof of the AB 1207 Mandated Reporter Training certificate on file. Staff present did
- 22 have proof against TB, measles, pertussis, and influenza. All staff have been given on the job training
- 23 sanitation principles, housekeeping, including universal health precautions.
- 24
- 25 All individuals present have obtained a criminal record clearance or criminal record exemption. There is
- 26 at least one person trained in CPR and Pediatric First Aid present during this inspection.
- 27
- 28 LPA also issued the Review of Staff records (LIC 859) to the Supervisor during this inspection. The LIC
- 29 857 and the LIC 859 documents the staff and children's files that were reviewed during this inspection.
- 30
- 31
- 32

Report continues- Page 2 of 3

SUPERVISOR'S NAME: Karen Chambers

TELEPHONE: (323) 980-4934

LICENSING EVALUATOR NAME: Raul Navarro

TELEPHONE: 323-981-3388

LICENSING EVALUATOR SIGNATURE:

DATE: 08/11/2021

I acknowledge receipt of this form and understand my licensing appeal rights as explained and received.

FACILITY REPRESENTATIVE SIGNATURE:

DATE: 08/11/2021

LIC809 (FAS) - (06/04)

Page: 2 of 3

STATE OF CALIFORNIA - HEALTH AND HUMAN SERVICES AGENCY

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES  
COMMUNITY CARE LICENSING DIVISION  
CCLD Regional Office, 1000 CORPORATE CENTER DR 200B  
MONTEREY PARK, CA 91754

## FACILITY EVALUATION REPORT (Cont)

**FACILITY NAME:** LONG BEACH COMMUNITY  
IMPROVEMENT LEAGUE

**FACILITY NUMBER:** 198010585

**VISIT DATE:** 08/11/2021

### NARRATIVE

1 Incidental Medical Services (IMS) policy was discussed. For IMS information see Evaluator Manual -  
2 Regulation Interpretations and Procedures for Child Care Centers Sections 101173 and 101226. When  
3 any IMS is provided, an updated Plan of Operation that includes IMS must be submitted to the  
4 Department. The following information regarding ADA was provided: US Department of Justice  
5 (USDOJ) toll-free ADA Information Line at (800) 514-0301 (voice)/ (800) 514-0383 (TTY) and link to  
6 publication: Commonly Asked Questions about Child Care Centers and the ADA, available at:  
7 <http://www.ada.gov/childqanda.htm>  
8  
9 At this time, the licensee is in compliance with California Title 22 Regulations. Therefore, there are no  
10 citations being issued today.  
11  
12 Exit interview was conducted with Executive Director Dr. Khaleghi. The Executive Director was provided  
13 a copy of their appeal rights (LIC 9058) and their signature on this form acknowledges receipt of these  
14 forms.  
15  
16  
17  
18 The Notice of Site Visit (LIC 9213) – must remain posted for *30 days* during the hours of operation after  
19 each site inspection by a licensing representative. Failure to maintain posting as required will result in a  
20 civil penalty of \$100.00.  
21  
22  
23 Report ends- Page 3 of 3  
24  
25  
26  
27  
28  
29  
30  
31  
32

**SUPERVISOR'S NAME:** Karen Chambers

**TELEPHONE:** (323) 980-4934

**LICENSING EVALUATOR NAME:** Raul Navarro

**TELEPHONE:** 323-981-3388

**LICENSING EVALUATOR SIGNATURE:**

**DATE:** 08/11/2021

I acknowledge receipt of this form and understand my licensing appeal rights as explained and received.

**FACILITY REPRESENTATIVE SIGNATURE:**

**DATE:** 08/11/2021

# Department of SOCIAL SERVICES

## Community Care Licensing

# COMPLAINT INVESTIGATION REPORT

**Facility Number:** 197803342

**Report Date:** 06/01/2021

**Date Signed:** 06/01/2021 01:46:39 PM

STATE OF CALIFORNIA - HEALTH AND HUMAN SERVICES AGENCY	CALIFORNIA DEPARTMENT OF SOCIAL SERVICES COMMUNITY CARE LICENSING DIVISION CCLD Regional Office, CA
<b>COMPLAINT INVESTIGATION REPORT</b>	

This is an official report of an unannounced visit/investigation of a complaint received in our office on **09/05/2019** and conducted by Evaluator Mary G Flores

	<b>COMPLAINT CONTROL NUMBER:</b> 28-AS-20190905091349
--	-------------------------------------------------------

<b>FACILITY NAME:</b> UNLIMITED QUEST INC LONG BEACH	<b>FACILITY NUMBER:</b> 197803342
<b>ADMINISTRATOR:</b> RIEGER, RYAN	<b>FACILITY TYPE:</b> 775
<b>ADDRESS:</b> 3350 OLIVE AVE	<b>TELEPHONE:</b> (562) 595-0730
<b>CITY:</b> SIGNAL HILL	<b>ZIP CODE:</b> 90807
<b>CAPACITY:</b> 45	<b>DATE:</b> 06/01/2021
<b>STATE:</b> CA	<b>UNANNOUNCED TIME BEGAN:</b> 01:00 PM
<b>CENSUS:</b> 44	<b>TIME COMPLETED:</b> 02:30 PM
<b>MET WITH:</b> Cristina Serafico - Supervisor	

### ALLEGATION(S):

1	Administrator yells at the staff in the presence of the residents
2	
3	
4	
5	
6	
7	
8	
9	

### INVESTIGATION FINDINGS:

1	Licensing Program Analyst (LPA) Mary Flores conducted an unannounced complaint investigation
2	regarding the above allegation(s). LPA Flores met with Cristina Serafico - Program Supervisor and
3	explained the reason for the visit.
4	
5	The investigation consisted of the following: On 9/11/19 LPA Wesley conducted an initial visit and
6	requested a copy of the staff and client roster, interviewed staff, and program director Josephine Santos.
7	On 4/8/21 LPA Flores requested staff/client roster, staff client's personal rights trainings to be email to
8	LPA, and interviewed staff #1(S1) and #2(S2) over the phone. On 4/9/21 LPA interviewed staff #3(S3)
9	and #4(S4). On 4/22/21 LPA Flores interviewed client #1(C1)'s family member over the phone and client
10	#2(C2). On 5/5/21 LPA Flores interviewed clients #4(C4), #5(C5) over the phone.
11	
12	The investigation revealed the following: Regarding allegation administrator yells at the staff in the
13	presence of the residents. It is alleged administrator came into a room with 6 clients and a few staff and
	began to yell at staff in Tagalog. (Continued 9099C)

<b>Unsubstantiated</b>	<b>Estimated Days of Completion:</b>
------------------------	--------------------------------------



<b>SUPERVISOR'S NAME:</b> Rebecca Orendain	<b>TELEPHONE:</b> (323) 981-3961
<b>LICENSING EVALUATOR NAME:</b> Mary G Flores	<b>TELEPHONE:</b> (323) 981-3965
<b>LICENSING EVALUATOR SIGNATURE:</b>	<b>DATE:</b> 06/01/2021

I acknowledge receipt of this form and understand my licensing appeal rights as explained and received.

<b>FACILITY REPRESENTATIVE SIGNATURE:</b>	<b>DATE:</b> 06/01/2021
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This report must be available at Child Care and Group Home facilities for public review for 3 years.

LIC9099 (FAS) - (06/04)

Page: 1 of 2

**Control Number 28-AS-20190905091349**

STATE OF CALIFORNIA - HEALTH AND HUMAN SERVICES AGENCY

CALIFORNIA DEPARTMENT OF SOCIAL  
SERVICES  
COMMUNITY CARE LICENSING DIVISION  
CCLD Regional Office,  
, CA

## COMPLAINT INVESTIGATION REPORT (Cont)

**FACILITY NAME:** UNLIMITED QUEST INC LONG BEACH

**FACILITY NUMBER:** 197803342

**VISIT DATE:** 06/01/2021

### NARRATIVE

1 During interviews with clients 5 out of 5 clients replied "no" when asked if staff or administrator yell at  
2 clients or staff at the facility during program hours. Family member interviewed stated that their family  
3 member attending the day program at the facility feels comfortable, does not feel afraid of staff, and has  
4 not shared to have hear staff or administrator mistreat or yelled at clients. 4 out of 4 staff interview stated  
5 to not have observed administrator yelled at clients or staff during business hours. LPA reviewed  
6 facility's in service training related to client's personal rights; On 1/31/19 "Clients Rights", 1/17/20  
7 "Client's Rights", 1/29/21 "Rights of Individuals". Review of documents revealed facility has on going  
8 training on individuals personal rights.

9  
10 Based on interviews conducted the preponderance of evidence is sufficient, therefore the above  
11 allegation(s) are UNSUBSTANTIATED.

12  
13 Exit interview was conducted with Cristina Serafico, program supervisor, and a copy of the report was  
14 provided.

<b>SUPERVISOR'S NAME:</b> Rebecca Orendain	<b>TELEPHONE:</b> (323) 981-3961
<b>LICENSING EVALUATOR NAME:</b> Mary G Flores	<b>TELEPHONE:</b> (323) 981-3965
<b>LICENSING EVALUATOR SIGNATURE:</b>	<b>DATE:</b> 06/01/2021

I acknowledge receipt of this form and understand my licensing appeal rights as explained and received.

<b>FACILITY REPRESENTATIVE SIGNATURE:</b>	<b>DATE:</b> 06/01/2021
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LIC9099 (FAS) - (06/04)

Page: 2 of 2

# Department of SOCIAL SERVICES

## Community Care Licensing

# FACILITY EVALUATION REPORT

**Facility Number:** 197803342

**Report Date:** 06/29/2021

**Date Signed:** 08/02/2021 09:57:33 AM

### COMPREHENSIVE INSPECTION

STATE OF CALIFORNIA - HEALTH AND HUMAN SERVICES AGENCY	CALIFORNIA DEPARTMENT OF SOCIAL SERVICES COMMUNITY CARE LICENSING DIVISION CCLD Regional Office, 1000 CORPORATE DR #100 MONTEREY PARK, CA 91754
<b>FACILITY EVALUATION REPORT</b>	

<b>FACILITY NAME:</b> UNLIMITED QUEST INC LONG BEACH	<b>FACILITY NUMBER:</b> 197803342
<b>ADMINISTRATOR:</b> JOSEPHINE SANTOS	<b>FACILITY TYPE:</b> 775
<b>ADDRESS:</b> 3350 OLIVE AVE	<b>TELEPHONE:</b> (562) 595-0730
<b>CITY:</b> SIGNAL HILL	<b>ZIP CODE:</b> 90807
<b>CAPACITY:</b> 45	<b>DATE:</b> 06/29/2021
<b>TYPE OF VISIT:</b> Required - 1 Year	<b>UNANNOUNCED TIME BEGAN:</b> 09:00 AM
<b>MET WITH:</b> ADMINISTRATOR JOSEPHINE SANTOS	<b>TIME COMPLETED:</b> 12:00 PM

NARRATIVE	
1	Licensing Program Analyst (LPA) Jose Calderon conducted an unannounced Annual required visit with a primary
2	focus on infection control measures. LPA Calderon was met by licensee Josephine Santos and the purpose of
3	today's visit was explained. The facility is licensed to serve 45 adult and behavioral 18 and older clients.
4	
5	There are currently 0 elder residents in care. ambulatory clients. The facility is a 1-story structure with 10
6	rooms and 5 bathrooms, activity room. kitchen and work out room, teaching rooms, computer room.
7	
8	LPA Calderon and staff toured the physical plant. There is no bodies of water or firearm/ammunition on
9	the premises. All client rooms were checked. and are in good condition, adequate lighting provided,
10	storage for client personal belongings was observed. Walls and floors were in good repair. All
11	equipment, computers, work stations are well maintained and there is adequately PPE stocked at the
12	time of visit. Bathrooms were found to be within Title 22 regulations and were clean and operational.
13	LPA observed the facility to be clean and appropriately furnished at the time of visit. Storage areas for
14	personal hygiene, cleaning agents, toxins, and sharps were not accessible to clients. Smoke detectors
15	were had wires, but only 1 Carbon Monoxide was found in the facility.
16	
17	
18	During the visit, LPA observed the facility infection control practices. LPA did observe screening
19	protocols for visitors, staff and residents, sanitizing stations (Located in common areas and restrooms).
20	LPA observed staff were wearing face coverings, an isolation room is confirmed for the facility. LPA
21	observed the facility has a 30-day supply of Personal Protective Equipment (PPE).
22	
23	
24	
25	

<b>SUPERVISOR'S NAME:</b> Janae Hammond	<b>TELEPHONE:</b> (323) 981-3328
<b>LICENSING EVALUATOR NAME:</b> Jose Calderon	<b>TELEPHONE:</b> (323) 213-1153
<b>LICENSING EVALUATOR SIGNATURE:</b>	<b>DATE:</b> 06/29/2021

I acknowledge receipt of this form and understand my licensing appeal rights as explained and

received.

FACILITY REPRESENTATIVE SIGNATURE:

DATE: 06/29/2021

This report must be available at Child Care and Group Home facilities for public review for 3 years.

LIC809 (FAS) - (06/04)

Page: 1 of 2

STATE OF CALIFORNIA - HEALTH AND HUMAN SERVICES AGENCY

CALIFORNIA DEPARTMENT OF SOCIAL  
SERVICES  
COMMUNITY CARE LICENSING DIVISION  
CCLD Regional Office, 1000 CORPORATE DR #100  
MONTEREY PARK, CA 91754

## FACILITY EVALUATION REPORT (Cont)

FACILITY NAME: UNLIMITED QUEST INC LONG BEACH

FACILITY NUMBER: 197803342

VISIT DATE: 06/29/2021

## NARRATIVE

- 1 LPA advised the Administrator to continuously monitor the Centers for Disease Control (CDC) website
- 2 and Community Care Liking Provider Informational Notices (PIN) for any updates relating to COVID-
- 3 19 guidance.
- 4
- 5 During today's visit there were no deficiencies under California code of regulation title 22, division 6,
- 6 chapter 8.
- 7
- 8 Exit interview held and appeal rights provided. A copy of the report was provided to licensee Teresa
- 9 Guanlao.
- 10
- 11
- 12
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SUPERVISOR'S NAME: Janae Hammond

TELEPHONE: (323) 981-3328

LICENSING EVALUATOR NAME: Jose Calderon

TELEPHONE: (323) 213-1153

LICENSING EVALUATOR SIGNATURE:

DATE: 06/30/2021

I acknowledge receipt of this form and understand my licensing appeal rights as explained and received.

FACILITY REPRESENTATIVE SIGNATURE:

DATE: 06/30/2021

LIC809 (FAS) - (06/04)

Page: 2 of 2

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER:  555785	(X2) MULTIPLE CONSTRUCTION  A. Building B. Wing	(X3) DATE SURVEY COMPLETED  03/08/2020
NAME OF PROVIDER OR SUPPLIER  Courttyard Care Center		STREET ADDRESS, CITY, STATE, ZIP CODE 1880 Dawson Avenue Signal Hill, CA 90806	
For information on the nursing home's plan to correct this deficiency, please contact the nursing home or the state survey agency.			
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (Each deficiency must be preceded by full regulatory or LSC identifying information)		
F 0656  Level of Harm - Minimal harm or potential for actual harm  Residents Affected - Few	<p>Develop and implement a complete care plan that meets all the resident's needs, with timetables and actions that can be measured.</p> <p><b>**NOTE- TERMS IN BRACKETS HAVE BEEN EDITED TO PROTECT CONFIDENTIALITY**</b></p> <p>Based on observation, interview, and record review, the facility failed to ensure a comprehensive resident-centered plan of care was developed, and implemented for one of 12 residents (16).</p> <p>Residents 16, who was receiving weekly blood drawn both at the facility and at the [MEDICAL TREATMENT] (a process of purifying the blood of a person whose kidneys are not working normally) center for low hemoglobin (a red protein responsible for transporting oxygen in the blood), and hematocrit levels (low blood count in the body), was receiving [MEDICATION NAME] (a prescription medicine used to treat a lower than normal number of red blood cells caused by [MEDICAL CONDITION] in patients on [MEDICAL TREATMENT] to reduce or avoid the need for red blood cell [MEDICAL CONDITION] injections due to low hemoglobin (a red protein responsible for transporting oxygen in the blood) levels at the [MEDICAL TREATMENT] center was not coordinated and care planned, to ensure monitoring, communication to stop [MEDICATION NAME] from exceeding the level set per physician's orders [REDACTED].&gt;This deficient practice had the potential for Resident 16 receiving poor care that may endanger the life and treatment for [REDACTED].</p> <p>Findings:</p> <p>A review of Resident 16's Admission Face sheet indicated the resident was admitted to the facility on [DATE] and re-admitted [DATE], with [DIAGNOSES REDACTED].</p> <p>A review of Care Plans dated 2/3/20 indicated Resident 16 did not have a interventions specifically for weekly blood monitoring for low hemoglobin and hematocrit count, [MEDICATION NAME] administrations, and the set level at which the [MEDICATION NAME] was to be dosed at.</p> <p>A review of Resident 16's History and Physical report dated 12/18/19 indicated Resident 16 did not have the capacity to understand and make decisions.</p> <p>A review of Resident 16's Minimum Data Set (MDS), a standardized assessment and care-screening tool, dated 8/27/19 indicated Resident 16 had cognitive impairment for daily decision making. The MDS assessment indicated Resident 16 required staff assistance with bed mobility, transferring to and from bed, chair or a standing position, moving from one location to another, dressing, toilet use, and personal hygiene.</p> <p>(continued on next page)</p>		

Any deficiency statement ending with an asterisk (\*) denotes a deficiency which the institution may be excused from correcting providing it is determined that other safeguards provide sufficient protection to the patients. (See instructions.) Except for nursing homes, the findings stated above are disclosable 90 days following the date of survey whether or not a plan of correction is provided. For nursing homes, the above findings and plans of correction are disclosable 14 days following the date these documents are made available to the facility. If deficiencies are cited, an approved plan of correction is requisite to continued program participation.

LABORATORY DIRECTOR'S OR PROVIDER/SUPPLIER REPRESENTATIVE'S SIGNATURE	TITLE	(X6) DATE
--------------------------------------------------------------------------	-------	-----------

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER:  555785	(X2) MULTIPLE CONSTRUCTION  A. Building B. Wing	(X3) DATE SURVEY COMPLETED  03/08/2020
NAME OF PROVIDER OR SUPPLIER  Courtyard Care Center		STREET ADDRESS, CITY, STATE, ZIP CODE 1880 Dawson Avenue Signal Hill, CA 90806	
For information on the nursing home's plan to correct this deficiency, please contact the nursing home or the state survey agency.			
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (Each deficiency must be preceded by full regulatory or LSC identifying information)		
<p>F 0656</p> <p>Level of Harm - Minimal harm or potential for actual harm</p> <p>Residents Affected - Few</p>	<p>A review of Resident 16 blood laboratory work dated 2/18/20 indicated the resident had a low hemoglobin level (normal level of 2.0 to 15.5 grams per deciliter (gm/dl) of 9.9 gm/dl, and the hematocrit (normal levels 37% to 48% ) levels were 32.2 %.</p> <p>A review of daily laboratory work monitoring indicated Resident 16 had been receiving weekly blood draws to monitor hemoglobin and hematocrit levels since 12/19/19 - 3/8/20.</p> <p>A review indicated facility did not develop interdisciplinary team meeting or a plan of care regarding Resident 16's weekly blood drawn for hemoglobin and hematocrit blood levels and there was no documented evidence about the [MEDICATION NAME] levels.</p> <p>On 03/08/20 at 3:14 p.m., during interview Registered Nurse (RN 1) stated Resident 16 laboratory weekly blood drawn done at the [MEDICAL TREATMENT] center was supposed to be care planned in order to coordinate the care with the center. RN 1 stated Resident 16 was getting weekly blood drawn because of the [MEDICATION NAME] she was receiving. RN 1 stated Resident 16's blood draws were supposed to be care planned so results of the laboratory could be monitored and reported to the primary physician, dietician between both facilities. RN 1 stated further follow up with [MEDICATION NAME] levels (measures the amount of protein made by the liver), complete blood count (gives information about the cells in a person's blood), and complete metabolic panel (blood test that measures sugar level, electrolyte and fluid balance, kidney function, and liver function), was monitored on a weekly basis. RN 1 stated having a care plan to know the Resident 16's progress, and use it as problem solving to address care was necessary.</p> <p>A review of facility's policy and procedure titled Baseline Care Plans dated 12/2016 indicated to assure the resident's immediate care needs are met and maintained, a baseline care plan will be developed within 48 hours of the resident's admission. The interdisciplinary team will review the healthcare practitioner's orders (e. g, dietary needs, medications, routine treatments,) and implement a baseline care plan to meet the resident's immediate care needs including but not limited to: a. Initial goals based on admission orders [REDACTED]. Dietary orders, d. Therapy services, e. Social services, and f. PASARR recommendation, if applicable.</p>		

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER:  555785	(X2) MULTIPLE CONSTRUCTION  A. Building B. Wing	(X3) DATE SURVEY COMPLETED  03/08/2020
NAME OF PROVIDER OR SUPPLIER  Courtyard Care Center		STREET ADDRESS, CITY, STATE, ZIP CODE 1880 Dawson Avenue Signal Hill, CA 90806	
For information on the nursing home's plan to correct this deficiency, please contact the nursing home or the state survey agency.			
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (Each deficiency must be preceded by full regulatory or LSC identifying information)		
<p>F 0658</p> <p>Level of Harm - Minimal harm or potential for actual harm</p> <p>Residents Affected - Some</p>	<p>Ensure services provided by the nursing facility meet professional standards of quality.</p> <p><b>**NOTE- TERMS IN BRACKETS HAVE BEEN EDITED TO PROTECT CONFIDENTIALITY**</b></p> <p>Based on observation, interview, and record review, the facility failed to ensure the care met professional standards of quality for two of 12 residents (4, 20) by:</p> <p>Resident 4, the staff used sani-wipes (wet wipes used to disinfect surfaces) to clean the resident's insulin pen (is used to inject insulin for the treatment of [REDACTED]).</p> <p>Resident 20, the same spoon was used to mix the different medications with water after it was crushed, and the right amount of water was not administered in between each gastrostomy tube ((GT) a tube inserted through the abdomen that delivers nutrition directly to the stomach) medication administrations.</p> <p>Resident 44, who was diabetic (abnormal blood sugar levels), the finger stick (blood sugar monitoring) was done after all the medications were administered, but not prior to checking blood sugar levels, which could result in alteration of insulin (a hormone that balances blood sugar levels) coverage.</p> <p>These deficient practices resulted in potentially causing skin irritation for Resident 4, not flushing with water inbetween each Resident 20's medications could cause physical interactions of the medications, and elevate Resident 44's blood sugar requiring unnecessary use of insulin to control the high blood sugar level.</p> <p>Findings:</p> <p>a. A review of Resident 4's Admission Face Sheet indicated the resident was admitted to the facility on [DATE] with an original admitted d 12/27/2019. Resident 4's [DIAGNOSES REDACTED].</p> <p>A review of Resident 4's history and physical assessment form dated 2/26/2020 indicated the resident had the capacity to understand and make decisions.</p> <p>A review of Resident 4's Minimum Data Set (MDS), a standardized assessment and care screening tool, dated 1/3/2020, indicated the resident was able to understand and be understood by others. The MDS indicated Resident 4 had difficulty communicating some words and thoughts needing prompting or time to complete expressions. The MDS indicated Resident 4 required a one person's assist with bed mobility, transfer, moving from one location to another, dressing. Eating, toilet use and personal hygiene. The MDS also indicated Resident 4 was receiving insulin.</p> <p>A review of Resident 4's physician order [REDACTED].</p> <p>A review of Resident 4's Medication Administration Records (MARs) dated 3/7/2020 at 4:30 p.m., indicated the resident was to receive 4 units of Humalog SQ.</p> <p>On 03/07/20 at 04:54 p.m., during a concurrent interview and medication pass observation, Licensed Vocational Nurse (LVN 1) used disinfectant sani-wipes to clean the tip of Resident 4's Humalog insulin pen needle prior to administering it. LVN 1 stated sani-wipes were used to prevent infection.</p> <p>(continued on next page)</p>		

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER:  555785	(X2) MULTIPLE CONSTRUCTION  A. Building B. Wing	(X3) DATE SURVEY COMPLETED  03/08/2020
NAME OF PROVIDER OR SUPPLIER  Courtyard Care Center		STREET ADDRESS, CITY, STATE, ZIP CODE 1880 Dawson Avenue Signal Hill, CA 90806	
For information on the nursing home's plan to correct this deficiency, please contact the nursing home or the state survey agency.			
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (Each deficiency must be preceded by full regulatory or LSC identifying information)		
<p>F 0658</p> <p>Level of Harm - Minimal harm or potential for actual harm</p> <p>Residents Affected - Some</p>	<p>On 03/07/20, at during a concurrent interview and review of literature on sani-cloth germicidal disposable wipes, the Director of Nursing (DON) stated the facility used alcohol wipes to clean insulin pens and not use sani-cloth because according to the literature, it was not meant to be used on the skin. The DON stated the cloth should not come in contact with the skin because it could cause skin irritation.</p> <p>A review of the facility's policy titled Insulin Administration, with a revised date of 10/2010 indicated to disinfect the top of the vial with alcohol wipe.</p> <p>b. A review of Resident 20's Admission Face Sheet indicated the resident was admitted to the facility on [DATE] with [DIAGNOSES REDACTED].</p> <p>A review of Resident 20's history and physical assessment form indicated the resident could make needs known but could not make medical decisions.</p> <p>A review of Resident 20's care plan dated 1/31/20 indicated the resident required tube feeding related to dysphagia and swallowing problem. The interventions indicated to check for tube placement and gastric contents/residual (refers to the volume of fluid remaining in the stomach at a point in time during enteral nutrition feeding) volume per facility's protocol, listen to lung sounds, provide total assistance with tube feeding, and water flushes as ordered by the physician.</p> <p>A review of Resident 20's physician orders [REDACTED]. The order indicated to administer [MEDICATION NAME] 5 mg via GT daily for HTN, aspirin 81 mg via GT daily as a blood thinner, [MEDICATION NAME] 20 mg via GT daily, [MEDICATION NAME] 20 mg via GT daily for HTN, [MEDICATION NAME] 850 mg via GT two times daily via GT, and [MEDICATION NAME] 25 mg via GT every 12 hours for HTN.</p> <p>A review of Resident 20's Medication Administration Records (MARs) dated 3/8/20 at 9 a.m., indicated the resident received [MEDICATION NAME] 5 mg, aspirin 81 mg, [MEDICATION NAME] 20 mg, [MEDICATION NAME] 20 mg, [MEDICATION NAME] 850 mg, [MEDICATION NAME] 25 mg, and [MEDICATION NAME] [MEDICATION NAME].</p> <p>A review of Resident 20's Minimum Data Set (MDS), a standardized assessment and care screening tool, dated 12/20/19 indicated Resident 20 was not able to understand and be understood by others. The MDS indicated Resident 20 required two persons assist moving from a lying position, turning side to side, moving from bed, chair, wheelchair and standing position. The MDS indicated Resident 20 required a one person's assist dressing, eating, toilet use, eating and personal hygiene. The MDS also indicated, Resident 20 was on GT feeding.</p> <p>On 03/08/20 at 09:13 a.m., during a concurrent medication pass observation, and review of Resident 20's MAR, LVN 2 used one spoon to mix [MEDICATION NAME] 25 mg, [MEDICATION NAME] 5 mg, aspirin 81 mg, [MEDICATION NAME] 25/250 mg, [MEDICATION NAME] 20 mg, [MEDICATION NAME] 20 mg, and [MEDICATION NAME] 850 mg, that was crushed and placed them in individual cups before administering them to the resident. LVN 2 did not flush with 15 ml of water inbetween the medications administered. LVN 2 stated medications were crushed and placed in separate cups to show which medications were being administered.</p> <p>(continued on next page)</p>		



STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER:  555785	(X2) MULTIPLE CONSTRUCTION  A. Building B. Wing	(X3) DATE SURVEY COMPLETED  03/08/2020
NAME OF PROVIDER OR SUPPLIER  Courtyard Care Center		STREET ADDRESS, CITY, STATE, ZIP CODE 1880 Dawson Avenue Signal Hill, CA 90806	
For information on the nursing home's plan to correct this deficiency, please contact the nursing home or the state survey agency.			
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (Each deficiency must be preceded by full regulatory or LSC identifying information)		
<p>F 0658</p> <p>Level of Harm - Minimal harm or potential for actual harm</p> <p>Residents Affected - Some</p>	<p>On 03/08/20 at 10:35 a.m., during a concurrent interview and review of the facility's policy on preparation and guidelines for administering medication via GT, the director of Nursing (DON) stated to prevent side effects and drug to drug interactions, a separate spoon must be used to mix medications prior to administration.</p> <p>A review of the facility's policy titled Preparation and General Guidelines for Administering Medication via Enteral Tube updated on 10/2019 indicated each medication is administered separately to avoid interaction and clumping. The policy indicated the tube feeding was flushed with at least 10-15 milliliters (unit of measurement) of water between each medication to avoid physical interactions of the medications.</p> <p>c. A review of Resident 44's Admission Face sheet indicated the resident was admitted to the facility on [DATE] and re-admitted on [DATE], with [DIAGNOSES REDACTED].</p> <p>A review of Resident 44's Care Plan dated 12/28/19 indicated the resident was diagnosed with [REDACTED].</p> <p>A review of Resident 44's History and Physical assessment form dated 1/8/20 indicated the resident had the capacity to understand and make decisions.</p> <p>A review of Resident 44's Minimum Data Set (MDS), a standardized assessment and care-screening tool, dated 11/19/19, indicated the resident had cognitive impairment with daily decision making. Resident 44 required staff's assistance with bed mobility, transferring to and from bed, chair or a standing position, moving from one locomotion to another, and dressing.</p> <p>A review of Resident 44's Medication Administration Records (MARs) dated 3/7/20, indicated the resident received the following medications: [REDACTED]</p> <p>isosob mono 60 milligram (mg) 1 tab for HTN</p> <p>carvedilol 6.25 mg 1 tab for HTN</p> <p>Prostat-sugar free 30 ml supplement for protein supplement.</p> <p>calcium acetate take with meals</p> <p>On 03/07/20 at 05:01 p.m., during medication pass observation of evening shift med pass with Licensed Vocational Nurse (LVN 7), the following medications were administered to Resident 44:</p> <p>isosob mono 60 mg 1 tab for HTN</p> <p>carvedilol 6.25 mg 1 tab for HTN</p> <p>Prostat-sugar free 30 ml supplement for protein supplement.</p> <p>calcium acetate take with meal</p> <p>(continued on next page)</p>		



STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER:  555785	(X2) MULTIPLE CONSTRUCTION  A. Building B. Wing	(X3) DATE SURVEY COMPLETED  03/08/2020
NAME OF PROVIDER OR SUPPLIER  Courtyard Care Center		STREET ADDRESS, CITY, STATE, ZIP CODE 1880 Dawson Avenue Signal Hill, CA 90806	
For information on the nursing home's plan to correct this deficiency, please contact the nursing home or the state survey agency.			
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (Each deficiency must be preceded by full regulatory or LSC identifying information)		
<p>F 0658</p> <p>Level of Harm - Minimal harm or potential for actual harm</p> <p>Residents Affected - Some</p>	<p>On 03/07/20 at 05:01 p.m., during observation LVN 7 performed finger stick to determine Resident 44's blood sugar level after all medication were administered to the resident. LVN 7 stated Resident 44's blood sugar level was 210 mg/dl, and administered [MEDICATION NAME] R insulin, 3 units for coverage. During concurrent interview LVN 7 stated she was supposed to have checked the resident's blood sugar prior to medication administration to obtain accurate reading of the blood sugar. LVN 7 acknowledged there was supposed to be nothing given to Resident 44 by mouth before checking the blood sugar to ensure accuracy.</p> <p>A review of facility's policy and procedure titled Medication Administration, dated 10/2019, indicated prior to administration, the medication and dosage schedule on the resident's Medication Administration Record [REDACTED]. The policy indicated if the label and MAR indicated [REDACTED].</p>		

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER:  555785	(X2) MULTIPLE CONSTRUCTION  A. Building B. Wing	(X3) DATE SURVEY COMPLETED  03/08/2020
NAME OF PROVIDER OR SUPPLIER  Courtyard Care Center		STREET ADDRESS, CITY, STATE, ZIP CODE 1880 Dawson Avenue Signal Hill, CA 90806	
For information on the nursing home's plan to correct this deficiency, please contact the nursing home or the state survey agency.			
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (Each deficiency must be preceded by full regulatory or LSC identifying information)		
<p>F 0676</p> <p>Level of Harm - Minimal harm or potential for actual harm</p> <p>Residents Affected - Few</p>	<p>Ensure residents do not lose the ability to perform activities of daily living unless there is a medical reason.</p> <p><b>**NOTE- TERMS IN BRACKETS HAVE BEEN EDITED TO PROTECT CONFIDENTIALITY**</b></p> <p>Based on observation, interview, and record review, the facility failed to use the communicated board per the policy to enhance communication during care to one of 12 residents (33), who was non-verbal.</p> <p>The deficient practice resulted in lack of appropriate communication between staff and Resident 33, during assisted feeding task.</p> <p>Findings:</p> <p>A review of Resident 33's Admission Face sheet indicated the resident was admitted to the facility initially on 8/7/19 and readmitted on [DATE] with [DIAGNOSES REDACTED].</p> <p>A review of Resident 33's Minimum Data Set (MDS), a standardized assessment and care screening tool, dated 8/2/19 indicated Resident 33 had cognitive impairment (the ability to understand and be understood by others) with daily decision making.</p> <p>A review of Resident 33's Care Plan dated 8/7/19 indicated the resident required assistance with activities of daily living due to medical conditions such as [MEDICAL CONDITIONS], and developmental delays. The care plan indicated the resident required assistance in bed mobility, transfer, locomotion in unit, locomotion off unit, dressing, toileting, hygiene, eating, and bathing. The care plan interventions indicated the staff to assist the resident as needed with showers, toileting and locomotion.</p> <p>A review of Resident 33's care plan dated 2/24/20 titled Communication deficit indicated the resident was non-verbal due to [DIAGNOSES REDACTED]. The care plan intervention indicated to provide communication board as needed during care.</p> <p>On 03/07/20 at 08:00 a.m., during observation Registered Nurse (RN 2) was assisting Resident 33 with feeding. RN 2 was having difficulty communicating with Resident 33 during care. When asked how she communicated the care to Resident 33, RN 2 stated she used sign language. When asked if the resident had a communication board for staff to use during care, RN 2 stated Resident 33 did not have one. During interview, another staff who was sitting in the room assisting another resident with the meal, stated there was a communication board in a folder on Resident 33's table. However, the communication board was in a folder placed on a bedside table with other items on top of it. The folder was not posted in a visible area where it could be seen and utilized by staff during Resident 33's care.</p> <p>On 03/07/20 at 03:34 p.m., during interview RN 2, stated she was only work in the facility for four months, and stated I am a new RN, I did not know Resident 33 have a communication board. I will make sure the communication board is kept within a visible place so that every staff will know how to use it to communicate residents care with the resident. I do use sign to communicate care with resident. I did not learn sign language, I just use sign for simple things like eat, turn. I did not have any clue about the communication board and the use in providing care to resident.</p> <p>(continued on next page)</p>		

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER:  555785	(X2) MULTIPLE CONSTRUCTION  A. Building B. Wing	(X3) DATE SURVEY COMPLETED  03/08/2020
NAME OF PROVIDER OR SUPPLIER  Courtyard Care Center		STREET ADDRESS, CITY, STATE, ZIP CODE 1880 Dawson Avenue Signal Hill, CA 90806	
For information on the nursing home's plan to correct this deficiency, please contact the nursing home or the state survey agency.			
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (Each deficiency must be preceded by full regulatory or LSC identifying information)		
F 0676  Level of Harm - Minimal harm or potential for actual harm  Residents Affected - Few	A review of an undated facility's policy and procedure titled Communication Barriers Reduction indicated it is the policy of the facility to provide methods of communication to assure adequate communication between the resident and staff. The policy indicated methods instituted to assist the resident in communicating their needs will be identified in the resident's plan of care. The policy indicated the facility will make arrangements for interpreters or alternate means of communication, such as pictures, sign language, braille, to enhance communication between the resident and staff.		

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER:  555785	(X2) MULTIPLE CONSTRUCTION  A. Building B. Wing	(X3) DATE SURVEY COMPLETED  03/08/2020
NAME OF PROVIDER OR SUPPLIER  Courtyard Care Center		STREET ADDRESS, CITY, STATE, ZIP CODE 1880 Dawson Avenue Signal Hill, CA 90806	
For information on the nursing home's plan to correct this deficiency, please contact the nursing home or the state survey agency.			
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (Each deficiency must be preceded by full regulatory or LSC identifying information)		
<p>F 0761</p> <p>Level of Harm - Minimal harm or potential for actual harm</p> <p>Residents Affected - Some</p>	<p>Ensure drugs and biologicals used in the facility are labeled in accordance with currently accepted professional principles; and all drugs and biologicals must be stored in locked compartments, separately locked, compartments for controlled drugs.</p> <p>Based on observation, interview and record review, the facility failed to appropriately destroy and discard controlled drugs (are medications that can cause physical and mental dependence, and have restrictions on how they can be filled and refilled which are regulated and classified by Drug Enforcement Administration, based on how likely they are to cause dependence) per the policy.</p> <p>This deficient practice had a potential to cause misappropriation and abuse of controlled drugs.</p> <p>Findings:</p> <p>On 03/07/20 at 04:15 p.m., during a concurrent interview and medication storage and labeling observation, a 17 gallon biohazard container with an unlocked lid, that was half filled with medications, was observed in the medication room. The Director of Nursing (DON) stated the medications in the container were a mixture of unused controlled and non-controlled drugs, in its original form was awaiting to be discarded. The DON stated the biohazard container was usually picked up on Wednesdays by an outside company for destruction. The DON also stated facility's pharmacist, in the presence of the DON removed the medications from their original containers, and threw them in the biohazard container, without ensuring it became non-retrievable, so they could not be reused. The DON stated she was not sure which medications were in the container because non-controlled medications were also placed in that container by the licensed nurses. The DON stated the opening in the container was large enough for anyone to conveniently take out medications from the container and the medications were still in their original form. A review of a Medical Waste Tracking document dated 3/4/2020 indicated a 43-gallon regulated medical waste was picked up. Per the DON, that was the last time medical waste was picked up from the facility. However, the document did not indicate the 17-gallon biohazard container that was half filled with medications was picked up.</p> <p>A review of the facility's policy titled Discarding and Destroying Medications with a revised date of 10/2014 indicated all unused controlled substances would be retained in a securely locked area with restricted access until disposed of. The policy indicated the unused controlled substances would be removed from the original containers, mixed with an undesirable substance like sand, coffee grounds, kitty litter or other absorbent materials. According to this policy, the waste mixture would be placed in a sealable bag, empty can or another container to prevent leakage. This policy stated that destruction of a controlled substance must render it non-retrievable to alter the physical and chemical properties of the medication.</p>		

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER:  555785	(X2) MULTIPLE CONSTRUCTION A. Building B. Wing	(X3) DATE SURVEY COMPLETED  03/08/2020
NAME OF PROVIDER OR SUPPLIER  Courtyard Care Center		STREET ADDRESS, CITY, STATE, ZIP CODE 1880 Dawson Avenue Signal Hill, CA 90806	
For information on the nursing home's plan to correct this deficiency, please contact the nursing home or the state survey agency.			
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (Each deficiency must be preceded by full regulatory or LSC identifying information)		
<p>F 0880</p> <p>Level of Harm - Minimal harm or potential for actual harm</p> <p>Residents Affected - Some</p>	<p>Provide and implement an infection prevention and control program.</p> <p><b>**NOTE- TERMS IN BRACKETS HAVE BEEN EDITED TO PROTECT CONFIDENTIALITY**</b></p> <p>Based on observation, interview and record review, the facility failed to implement infection control protocols that reduced or prevented the spread of infection for one of 12 residents (4) by:</p> <p>Resident 4, staff used a blood pressure cuff on the resident without hand hygiene (the use of alcohol-based hand rubs containing 60%-95% alcohol and hand washing with soap and water), and did not clean the blood pressure cuff before and after its use.</p> <p>Resident 4, staff did not perform hand hygiene before, during and after administering medications to the resident</p> <p>The staff failed to ensure proper use of hand hygiene was implemented during the resident's dining</p> <p>These deficient practices had the potential to result in cross-contamination of infections from patient equipment, staff to the residents, as well as resident to staff, and resident to resident.</p> <p>Findings:</p> <p>a. A review of Resident 4's Admission Face Sheet indicated the resident was admitted to the facility on [DATE] with an original admission date of [DATE]. Resident 4's [DIAGNOSES REDACTED].</p> <p>A review of Resident 4's history and physical assessment form dated 2/26/2020 indicated the resident had the capacity to understand and make decisions.</p> <p>A review of resident 4's physician orders [REDACTED]. daily by mouth for diabetes with meals, and [MEDICATION NAME] (decreases the amount of acid produced in the stomach) 40 mg by mouth before breakfast.</p> <p>A review of Resident 4's Minimum Data Set (MDS), a standardized assessment and care screening tool dated dated 1/3/2020, indicated the resident was able to understand and be understood by others. The MDS indicated Resident 4 had difficulty communicating some words and thoughts needing prompting or time to complete expressions. The MDS indicated Resident 4 required a one person's assistance with bed mobility, transfer, moving from one location to another, dressing, eating, toilet use and personal hygiene. The MDS also indicated Resident 4 was receiving insulin (medication to treat diabetes).</p> <p>On 3/7/20 during medication pass observation, Licensed Vocational Nurse (LVN 3) used a blood pressure cuff on Resident 4, without first conducting hand hygiene, and without cleaning the blood pressure cuff before and after its use.</p> <p>On 03/07/20 at 12:44 p.m., during an interview, LVN 3 acknowledged that after checking Resident 4's blood pressure, the cuff should have been disinfected and hand hygiene performed before administering medications to prevent infection and cross contamination of germs from one resident to another.</p> <p>(continued on next page)</p>		

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER:  555785	(X2) MULTIPLE CONSTRUCTION  A. Building B. Wing	(X3) DATE SURVEY COMPLETED  03/08/2020
NAME OF PROVIDER OR SUPPLIER  Courtyard Care Center		STREET ADDRESS, CITY, STATE, ZIP CODE 1880 Dawson Avenue Signal Hill, CA 90806	
For information on the nursing home's plan to correct this deficiency, please contact the nursing home or the state survey agency.			
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (Each deficiency must be preceded by full regulatory or LSC identifying information)		
<p>F 0880</p> <p>Level of Harm - Minimal harm or potential for actual harm</p> <p>Residents Affected - Some</p>	<p>On 03/08/20 at 05:58 a.m., during a concurrent medication pass observation and interview, LVN 4 cleaned a medication tray, dispensed [MEDICATION NAME] 40 mg then proceeded to administer the medication to the resident without performing hand hygiene. LVN 4 stated hand hygiene should have been prepared before and after preparing medications to prevent infection.</p> <p>A review of facility's policy and procedure titled Handwashing/Hand Hygiene dated 4/2012, indicated all personnel shall follow the handwashing/hand hygiene procedures to help prevent the spread of infections to other personnel, residents, and visitors. The policy indicated hand hygiene products and supplies (sinks, soap, towels, alcohol-based hand rub, etc) shall be readily accessible and convenient for staff use to encourage compliance with hand hygiene policies.</p> <p>b. On 03/07/20 at 12:15 p.m., during dining observation, Licensed vocational Nurse (LVN 6) wiped the resident's hands with a hand sanitizer wipe. LVN 6 used one hand sanitizer to wipe clean the left hand, and used the same hand sanitizer to wipe the right hand, using bare hands. During concurrent dining observation Certified Nurse assistant (CNA 1) was observed using one sanitizer wipe on another resident's hands, while sitting at the dining table, with an ungloved hands.</p> <p>On 03/07/20 at 12:30 p.m., during interview LVN 6 acknowledged and stated I have worked in the facility since October 2019. This is considered as a cross contamination. There was only one sanitizer wipe for resident, that was why I used one to wipe for both hands. I will let kitchen know so that they can add more than one on resident trays.</p> <p>On 3/7/20 at 3:11 p.m., during interview Director of Staff Development (DSD) stated From my previous experience the best way to sanitize residents hands is for the staff to glove and use one wipe sanitizer, wipe down and discard, and use another wipe sanitizer for the other hand. Using one hand sanitizer for both hands was a cross contamination. I will provide one on one in-service for both staffs, so that it will not happen again.</p> <p>On 03/07/20 at 04:45 p.m., during interview LVN 5, who was the designated Infection Control Nurse, stated We provided the hand sanitizer wipes because of the current coronavirus (virus associated with severe respiratory illness) incident. We have a box of hand sanitizer wipes. It was not as a result of shortage. We have to provided education, that was cross contamination of residents. The correct way is to gel in, and gel out. We educate the staff to either wash the resident's hands or use gel after care.</p> <p>A review of facility's policy and procedure titled Handwashing/Hand Hygiene dated 4/2012, indicated all personnel shall follow the handwashing/hand hygiene procedures to help prevent the spread of infections to other personnel, residents, and visitors. The policy indicated hand hygiene products and supplies (sinks, soap, towels, alcohol-based hand rub, etc) shall be readily accessible and convenient for staff use to encourage compliance with hand hygiene policies.</p>		

Department of Health & Human Services  
Centers for Medicare & Medicaid Services

Printed: 12/13/2021  
Form Approved OMB  
No. 0938-0391

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER:  555785	(X2) MULTIPLE CONSTRUCTION  A. Building B. Wing	(X3) DATE SURVEY COMPLETED  12/30/2020
NAME OF PROVIDER OR SUPPLIER  Court yard Care Center		STREET ADDRESS, CITY, STATE, ZIP CODE 1880 Dawson Avenue Signal Hill, CA 90806	
For information on the nursing home's plan to correct this deficiency, please contact the nursing home or the state survey agency.			
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (Each deficiency must be preceded by full regulatory or LSC identifying information)		
Level of Harm - Unknown  Residents Affected - Unknown	No health deficiencies found		

Any deficiency statement ending with an asterisk (\*) denotes a deficiency which the institution may be excused from correcting providing it is determined that other safeguards provide sufficient protection to the patients. (See instructions.) Except for nursing homes, the findings stated above are disclosable 90 days following the date of survey whether or not a plan of correction is provided. For nursing homes, the above findings and plans of correction are disclosable 14 days following the date these documents are made available to the facility. If deficiencies are cited, an approved plan of correction is requisite to continued program participation.

LABORATORY DIRECTOR'S OR PROVIDER/SUPPLIER  
REPRESENTATIVE'S SIGNATURE

TITLE

(X6) DATE

**RESOLUTION NO. 2022-01-XXXX**

**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**

**WHEREAS**, Signal Hill Municipal Code Chapter 8.16 requires an annual inspection and City Council approval of institutional permits for institutions within the City; and

**WHEREAS**, Chapter 8.16 sets standards that require facilities to operate in a healthy and safe manner; and

**WHEREAS**, the City Building Safety staff inspected all facilities and found no observable non-compliance items pursuant to applicable codes, and no reports of adverse conditions were received during the 2021 calendar year for any of the institutions; and

**WHEREAS**, the Los Angeles County Fire Department conducted an inspection of all facilities, and all facilities passed inspection; and

**WHEREAS**, the Signal Hill Police Department reviewed its records and reported no significant activities at the facilities; and

**WHEREAS**, the institutions have met the licensing requirements of the California Department of Social Services and the U. S. Department of Health and Human Services Centers for Medicare and Medicaid Services as applicable, and have valid licenses for their operations; and

**WHEREAS**, the institutions all have current City business licenses.



**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Signal Hill, California, does hereby approve the annual institutional permits for 2022 for

- Cole Vocational Services at 2798 Junipero Avenue;
- Courtyard Care Center at 1880 Dawson Avenue;
- Dungarvin California, LLC at 695 E. 27<sup>th</sup> Street;
- Las Brisas Child Care Center at 2399 California Avenue Suite A; and
- Unlimited Quest at 3350 Olive Avenue.

**PASSED, APPROVED, AND ADOPTED**, at a regular meeting of the City Council of the City of Signal Hill on this 11<sup>th</sup> day of January, 2022.

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KEIR JONES  
MAYOR

ATTEST:

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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, hereby certify that Resolution No. 2022-01-xxxx was adopted by the City Council of the City of Signal Hill at a regular meeting held on the 11<sup>th</sup> day of January, 2022, and that the same was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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CARMEN R. BROOKS  
CITY CLERK



CITY OF SIGNAL HILL  
STAFF REPORT

2175 Cherry Avenue • Signal  
Hill, California 90755-3799

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1/11/2022

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**AGENDA ITEM**

**TO:**

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

**FROM:**

**HANNAH SHIN-HEYDORN  
CITY MANAGER**

**SUBJECT:**

**COUNCIL APPOINTMENTS TO VARIOUS ORGANIZATIONS**

Summary:

The City Council will consider appointments to various committees and organizations resulting from the recent City Council reorganization.

Recommendation:

Adopt the resolution, 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

Fiscal Impact:

The City Council's attendance and participation in various Council committees and organizations are reviewed and budgeted annually.

Strategic Plan Objective:

Goal No. 6: Promote a transparent and open government.

Background:

The City Council participates in various intergovernmental committees and organizations which enhance the overall objectives of the City of Signal Hill. These organizations and agencies include California Contract Cities Association, League of California Cities, Long Beach Unified School District, National League of Cities, Southern California Association of Governments, and others.

Analysis:

Title 2, California Code of Regulations Section 18705.5 Section (c) allows a public official to name themselves to paid positions on government boards. In Signal Hill, appointments to the Gateway Cities Council of Governments (COG), Los Angeles County Vector Control District, Southern California Association of Governments (SCAG), and the Southern California Joint Powers Insurance Authority (JPIA) would be subject to this regulation. The information on these meetings, stipends paid, and current representation are noted in the table below.

The positions of board members to the Sanitation Districts of Los Angeles County, which also pay stipends for attendance, are not subject to this rule as they are special districts established by State Law.

Below is a listing of all organizations with the current delegates and alternates. The City Council will review and consider appointments to these various organizations for the ensuing year.

Board/Committee Name	Delegate(s)	Alternate(s)
California Contract Cities Association (CCCA) Meets 3 <sup>rd</sup> Wednesday monthly No compensation	Council Member Woods	Mayor Jones
Central Basin Municipal Water District Quarterly general meeting No compensation	Mayor	Public Works Director
Central Basin Water Association As called No compensation	Mayor	Public Works Director
County Sanitation District No. 3 Meets 2 <sup>nd</sup> Wednesday monthly Occasional special meetings \$125/meeting + \$.555/mile	Mayor	Vice Mayor
County Sanitation District No. 29 Meets 2 <sup>nd</sup> Wednesday monthly \$125/meeting + \$.555/mile Council Members Serve as Directors	All Council Members	N/A
Gateway Cities COG Meets 1 <sup>st</sup> Wednesday monthly \$125/meeting	Council Member Wilson	Mayor Jones
Gateway Water Management Authority Meets 2 <sup>nd</sup> Thursday monthly No compensation	Public Works Director	Deputy City Manager Deputy Director of Public Works
Joint City/LBUSD Meets quarterly No compensation	Vice Mayor Hansen Council Member Copeland	N/A
L.A. Co. City Selection Committee As called No compensation	Mayor	Mayor's Designee
League of California Cities Meets 1 <sup>st</sup> Thursday monthly No compensation	Mayor Jones	Council Member Copeland

League of California Cities Housing, Community and Economic Development Policy Committee As called No compensation	Mayor Jones	N/A
Signal Hill/Long Beach Joint Council Committee Meets quarterly No compensation	All Council Members	N/A
Southeast Resource Recovery Facility (SERRF) As called No compensation	Vice Mayor Hansen	Council Member Copeland
Southern California Association of Governments (SCAG) Energy & Environment Subcommittee Meets 1 <sup>st</sup> Thursday of each month \$120 per meeting	Council Member Copeland Council Member Wilson	N/A
Southern California Association of Governments (SCAG) Audit Committee As called \$120 per meeting	Council Member Wilson	N/A
Southern California Association of Governments (SCAG) General Assembly - Annual Meeting in May \$120 per meeting	Mayor	Mayor's Designee
Southern California Joint Powers Insurance Authority (JPIA) Annual Meeting in July \$100	Mayor Jones	Council Member Woods
Vector Control District Meets 2 <sup>nd</sup> Thursday monthly \$100 per month	Council Member Copeland	N/A
Workforce Investment Network As needed No compensation	Council Member Wilson	N/A
Sustainable City Committee Meets quarterly No compensation	Council Member Copeland Council Member Woods	N/A
Centennial Celebration Subcommittee	Vice Mayor Hansen Council Member Woods	N/A
Housing Subcommittee	Vice Mayor Hansen Council Member Copeland	N/A
Manual of Procedural Guidelines Subcommittee	Mayor Jones Vice Mayor Hansen	N/A
Park Subcommittee	Council Member Wilson Council Member Woods	N/A
Spring Street Corridor JPA	All Council Members	N/A

**RESOLUTION NO. 2022-01-XXXX**

**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 CITY COUNCIL OF THE CITY OF SIGNAL HILL DOES HEREBY  
RESOLVE AS FOLLOWS:**

**Section 1.** The City Council of the City of Signal Hill does hereby appoint the following persons as delegates and alternate members of the boards, committees and bodies listed below for a term to commence January 12, 2022 and to terminate on January 10, 2023.

Board/Committee Name	Delegate(s)	Alternate(s)
California Contract Cities Association (CCCA) Meets 3 <sup>rd</sup> Wednesday monthly No compensation	Council Member Woods	Mayor Jones
Central Basin Municipal Water District Quarterly general meeting No compensation	Mayor	Public Works Director
Central Basin Water Association As called No compensation	Mayor	Public Works Director
County Sanitation District No. 3 Meets 2 <sup>nd</sup> Wednesday monthly Occasional special meetings \$125/meeting + \$.555/mile	Mayor	Vice Mayor
County Sanitation District No. 29 Meets 2 <sup>nd</sup> Wednesday monthly \$125/meeting + \$.555/mile Council Members serve as Directors	All Council Members	N/A
Gateway Cities COG Meets 1 <sup>st</sup> Wednesday monthly \$125/meeting	Council Member Wilson	Mayor Jones

Board/Committee Name	Delegate(s)	Alternate(s)
Gateway Water Management Authority Meets 2 <sup>nd</sup> Thursday monthly No compensation	Public Works Director	Deputy City Manager Deputy Director Public Works
Joint City/LBUSD Meets quarterly No compensation	Vice Mayor Hansen Council Member Copeland	N/A
L.A. Co. City Selection Committee As called No compensation	Mayor	Mayor's Designee
League of California Cities Meets 1 <sup>st</sup> Thursday monthly No compensation	Mayor Jones	Council Member Copeland
League of California Cities Housing, Community and Economic Development Policy Committee As called No compensation	Mayor Jones	N/A
Signal Hill/Long Beach Joint Council Committee Meets quarterly No compensation	All Council Members	N/A
Southeast Resource Recovery Facility (SERRF) As called No compensation	Vice Mayor Hansen	Council Member Copeland
Southern California Association of Governments (SCAG) Energy & Environmental Committee Meets 1 <sup>st</sup> Thursday monthly \$120 per meeting	Council Member Copeland Council Member Wilson	N/A
Southern California Association of Governments (SCAG) Audit Committee As called \$120 per meeting	Council Member Wilson	N/A

Board/Committee Name	Delegate(s)	Alternate(s)
Southern California Association of Governments (SCAG) General Assembly Annual Meeting in May \$120	Mayor	Mayor's Designee
California Joint Powers Insurance Authority (JPJA) Annual Meeting in July \$100	Mayor Jones	Council Member Woods
Vector Control District Meets 2 <sup>nd</sup> Thursday monthly \$100 per month	Council Member Copeland	N/A
Workforce Investment Network As needed No compensation	Council Member Wilson	N/A
Sustainable City Committee Meets quarterly No compensation	Council Member Copeland Council Member Woods	N/A
Centennial Celebration Subcommittee	Vice Mayor Hansen Council Member Woods	N/A
Housing Subcommittee	Vice Mayor Hansen Council Member Copeland	N/A
Manual of Procedural Guidelines Subcommittee	Mayor Jones Vice Mayor Hansen	N/A
Park Subcommittee	Council Member Wilson Council Member Woods	N/A
Spring Street Corridor JPA	All Council Members	N/A



**PASSED, APPROVED, AND ADOPTED** at a regular meeting of the City Council of the City of Signal Hill, California, on this 11<sup>th</sup> day of January, 2022.

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KEIR JONES  
MAYOR

ATTEST:

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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 the foregoing Resolution No. 2022-01-XXXX was adopted by the City Council of the City of Signal Hill, California, at a regular meeting held on the 11<sup>th</sup> day of January, 2022, and that the same was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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CARMEN R. BROOKS  
CITY CLERK



CITY OF SIGNAL HILL  
STAFF REPORT

2175 Cherry Avenue • Signal  
Hill, California 90755-3799

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1/11/2022

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**AGENDA ITEM**

**TO:**

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

**FROM:**

**SHARON DEL ROSARIO  
ADMINISTRATIVE SERVICES OFFICER/FINANCE DIRECTOR**

**SUBJECT:**

**ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR FISCAL YEAR 2020-21**

**Summary:**

The Annual Comprehensive Financial Report (ACFR) is an independently audited summary report of the financial transactions of the City for Fiscal Year (FY) 2020-21, providing relevant financial information to the City Council, citizens, current and future employees, grant entities, creditors, bond investors, rating agencies, and other interested parties. This audit is performed in compliance with City Charter requirements with the results presented to the City Council for their review.

The audit was completed by the City's independent auditor, CliftonLarsonAllen LLP, Certified Public Accountants, which issued an unqualified opinion, otherwise known as a "clean opinion", finding nothing of material concern in the City's internal controls, financial, and bookkeeping practices. The independent auditor's unmodified report provides assurance that the ACFR, and the audited information within, present fairly the City's financial position for the year ending June 30, 2021.

**Recommendations:**

1. Receive and file the City's Annual Comprehensive Financial Report for FY 2020-21.
2. 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.
3. Adopt the resolution, 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

4. Direct staff to distribute copies of the Annual Comprehensive Financial Report 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.

Fiscal Impact:

FY 2020-21 closed with General Fund revenues exceeding expenditures, including net transfers, in the amount of \$5,774,588. The proposed appropriations for the FY 2020-21 surplus include the following:

- Replenishment and augmentation of reserve funds (page 10, Table 5) - \$5,483,275
- Carryover appropriations (page 11, Table 6) - \$34,813
- New appropriations (page 12, Table 7) - \$256,500

Strategic Plan Objectives:

- Goal No. 1: Ensure long-term fiscal stability.  
Obj. No. 1.1.3: Monitor and respond to proposed legislation affecting City revenues.  
Obj. No. 1.1.8: Adequately fund reserves.  
Goal No. 6: Promote a transparent and open government.

Background:

The City's Charter requires that an annual audit be performed relating to the City's financial transactions, records, inventories, and reports. Accordingly, the City retains an independent external auditor. The auditor's responsibility is to express opinions on the financial statements and plan and perform an audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. The results of these efforts are incorporated in the ACFR (Attachment A), which is a set of financial statements that present the City's financial results at the end of the fiscal year.

The ACFR was prepared in accordance with Generally Accepted Accounting Principles (GAAP) as set forth in the pronouncements of the Governmental Accounting Standards Board (GASB), an organization that regulates governmental accounting as the source of generally accepted accounting principles. In addition to standards of reporting, GASB issues statements, interpretations, bulletins and other guidelines for financial reporting.

Local Economy and Financial Landscape

The COVID-19 pandemic and the resulting public health crisis put an end to the nation's longest modern economic expansion. Since the beginning of 2020, to control the spread of COVID-19, federal, state, and local governments established and followed varied health mandates and guidelines. The practical application of these mandates and guidelines had significant impacts across every economic sector.

As economists continued to follow the anticipated and unanticipated impacts of COVID-19, the consensus was that a full-recovery could be reached dependent on the ability to control the virus.

While the initial vaccine rollout has been effective in reducing the spread of COVID-19 and controlling the severity of COVID-19 complications, the rise in variant infections continues to challenge communities throughout the country.

Based on actual performance indicators along with industry forecasts, it is clear that COVID-19 has permanently altered the economic landscape for every business sector. While some sectors struggled early on, most sectors experienced improved conditions by the end of 2021, and some have even seen record growth. The U.S. Real GDP ended in double digits as of June 2021 reflecting the rebounding of consumer confidence and spending as well as significant government stimulus measures. At the same time, rapid inflation emerged and continues to threaten our economic recovery. However, there are economists who believe the current inflationary trend is temporary. Economic growth has also been bolstered by significant increases in wages along with decreasing unemployment rates.

Los Angeles County's economy was hit by the same COVID-19 impacts experienced throughout the nation. However, economists anticipate that economic recovery is expected to continue with an estimated 2021 GDP of \$815 million, reflecting a faster growth rate as compared to the rest of the nation.

COVID-19 impacts varied widely across local governments and a city's particular general fund revenue portfolio (i.e., property tax, sales tax, transient occupancy tax, franchise fees, etc.) and the elasticity of these sources determined a city's fiscal exposure during the pandemic. As a "low property" tax city, the City's most significant revenue source for General Fund operating revenues is sales tax. Although retail in general has suffered, the specific mix of businesses in Signal Hill have proven in the short-term to be pandemic-resilient, with overall sales tax revenue returns coming in higher than anticipated as sales tax receipts from April through June were 19.6% above the second quarter sales period in 2020. In addition, the City received its first remittance from Signal Hill Measure R (SHR) representing April to June 2020 sales of \$1.1 million. The City continued to benefit from the increase in online shopping state-wide with the City's allocation from the County sales tax pools increasing by 23%; however, moving forward this allocation is expected to follow more traditional trends seen after the implementation of AB 147.

The City's major sales tax industry groups include business and industry, autos and transportation, general consumer goods, and building and construction. Three of the City's larger business groups that saw strong gains year over year include autos and transportation (27%), building and construction (16%), and general consumer goods (13%). The Fuel and Service Station sector continues to struggle with a decline of -7%, albeit performing better than last year's -31%. The Business and Industry sector also saw a decline of -7% after the prior year increase of 7%, but this sector is expected to see slow growth. The Restaurants and Hotel sector is at -12.1% and is expected to take much longer to recover from COVID-19 impacts.

Property taxes account for the next largest revenue source for the General Fund. California home prices continued to climb with Los Angeles experiencing increases of 26%, according to the California Association of Realtors. Home sales have recovered from their record low during the initial months of COVID-19. Home sales and home prices strengthened within Signal Hill due to low inventory and low interest rates and prices are expected to continue to rise through 2022. Despite the strong performance of the residential market, the City's overall net taxable property value only changed by 0.1% as it is highly affected by oil and gas assets within the City. These property value changes are likely related to oil price fluctuations experienced during 2020 caused by COVID-19. As

the property tax roll is set prior to commencement of the fiscal year, property tax revenue is projected to remain flat for FY 2021-22.

Based upon industry forecasts, historical and current data, and in accordance with the City's tradition of fiscal prudence, the City applied conservative budgeting principles during the budget development process for FY 2021-22. The City's FY 2021-22 Operating Budget includes adjustments to all major general fund revenue categories to reflect current industry estimates based on full economic recovery while still maintaining a conservative view and preparing for long-term recovery. The City's sales tax estimates were adjusted to reflect Measure SHR, a new three-quarter cent per dollar general transaction and use (sales) tax. The budget also reflects the utilization of government relief program funding in the City's capital plan. The City's expenditures were developed as a conservative spending plan addressing City Council and community priorities while focusing on returning operations to full capacity, addressing deferred maintenance and operational needs, and delivering quality core municipal services with a skilled and talented workforce.

### Analysis:

#### ACFR Components

The ACFR includes three main sections: 1) Introductory; 2) Financial; and 3) Statistical.

#### Introductory Section (pages i thru xii)

This section includes the guide to the report and one of two key narratives, the Transmittal Letter, which provides a broad financial outlook of the City and legal requirements for financial reporting.

#### Financial Section (pages 1 thru 129)

This section includes the second key narrative, the Management's Discussion and Analysis (MD&A) section. The MD&A is audited information and is similar to financial reports in the private sector. The MD&A section of the ACFR provides a narrative overview of the City's previous year's activity and financial performance. This information should be read in conjunction with the basic financial statements and the extended footnotes to get an accurate overall representation of the City's financial health. The Notes to the Basic Financial Statements provide narrative information about the City's significant accounting policies and detailed disclosures on key financial matters. In addition, the MD&A includes a discussion of factors affecting the current year's budget.

Also included in this section is the Independent Auditor's Report, the Basic Financial Statements, the Fund Financials and the Notes to the Basic Financial Statements and other required supplementary information (RSI). The Government-Wide Financial Statements report information on all activities of the City, with the exception of where the City acts as a trustee for another agency, such as the Successor Agency; in addition, transfers of funds between City entities and reserves have been removed from these statements, and the statements only reflect events that resulted from activities between the City and non-City associations. Governmental activities, which normally are supported by taxes and grant revenues, are reported separately from business-type activities, such as the Water Department, which instead rely on user fees and charges that come from receiving a service.

The reporting includes the auditing standards of GASB Statement No. 68 (GASB 68), which requires

that a governmental entity recognize its net pension liability (unfunded accrued liability) in the statement of net position (balance sheet). Under GASB Statement No. 75 (GASB 75), the City's net Other Post-Employment Benefits Liability (OPEB) is recorded and extended discussions and disclosures are provided as part of the supplementary information in the footnotes. Under the reporting standards of GASB 68 and 75, City-wide financial statements present the net pension and OPEB liabilities.

### Statistical Section (pages 133 thru 154)

This section consists of information pertaining to the City, including financial trends, revenue and debt capacity, demographics and economic information and other operating information.

### General Fund Analysis

The General Fund is the City's primary operating fund, comprised of local tax revenues and fees for services to fund core municipal services such as public works, police, planning, and recreation. The General Fund ended FY 2020-21 with revenues exceeding expenditures (including transfers) by \$5,774,588.

The independent auditor reported that the FY 2020-21 General Fund Operating and Non-Operating Revenues were \$28.1 million, which is \$7.9 million above the FY 2020-21 final budget of \$20.2 million and \$3.4 million over the prior year FY 2019-20 actuals of \$24.7 million. The increase over the FY 2020-21 Operating Budget was due to an overall increase in most revenue line items with the largest increase in sales tax revenues of \$3.4 million. This increase reflects sales tax revenues coming in higher than estimated as well as the first quarter remittance of the City's add-on sales tax (Measure SHR).

The General Fund Operating and Non-Operating Expenditures were \$22.1 million, which is \$1.4 million below the FY 2020-21 Operating Budget of \$23.5 million and \$0.2 million below the prior year FY 2019-20 actuals of \$22.3 million. All departments ended the year with expenditures below budget, reflecting the implementation of employee furloughs, hiring freezes, and cost-containment strategies across all departments in anticipation of COVID-19 impacts.

Net Transfers Out were \$0.3 million, which is \$0.4 million higher than the FY 2020-21 Operating Budget. This is largely due to the completion of the Los Cerritos Storm Water Capture Facility capital project, which resulted in additional expenditures of \$545,000 funded through the CIP Reserve Fund.

The General Fund Operating Results are summarized in Table 1. Revenues and transfers in less operating expenditures and transfers out resulted in year-end savings of \$5,774,588. The Beginning Fund Balance in the FY 2020-21 Operating Budget was \$42.3 million. After reflecting revenues, expenditures, and net transfers, the actual Ending Fund Balance is \$48.0 million.

Table 1. General Fund Operating Results

OPERATING RESULTS (millions)	2020-21 FINAL BUDGET	2020-21 FINAL RESULTS	DIFF
Beginning Fund Balance	\$ 42.25	\$ 42.25	\$ -
Revenues	\$ 20.25	\$ 28.13	\$ 7.88
Expenditures	\$ 23.52	\$ 22.08	\$ 1.44
Excess Revenues over Expenditures	\$ (3.27)	\$ 6.05	\$ 9.32
Net Transfers In/(Out)-Other Financing Sources (Uses)	\$ 0.07	\$ (0.27)	\$ (0.34)
Net Change in Fund Balance	\$ (3.20)	\$ 5.78	\$ 8.98
Ending Fund Balance at June 30, 2021	\$ 39.05	\$ 48.03	\$ 8.98

### General Fund Reserves

The auditor reported that the General Fund Unassigned Reserve is \$20.4 million and the Economic Uncertainties Reserve is \$4.4 million for a total of \$24.8 million as of June 30, 2021. Based on the FY 2020-21 General Fund expenditures of \$22.4 million, the General Fund Unassigned Reserve and Economic Uncertainties Reserve together represent a reserve level of 110.5%, meeting and exceeding the City's target of maintaining 50% in reserves.

The grand total of the General Fund Committed Reserves and the Unassigned General Fund Balance was \$45.3 million on June 30, 2021. The committed fund balance was adjusted this year to include the Successor Agency loan receivable previously included in the non-spendable fund balance classification as this has been committed to paydown the 2018 Library Lease Revenue Bond debt. The Committed Reserves are classified fund balances that can only be used for the specific purposes determined by the City Council through the adoption of a resolution prior to the end of the fiscal year.

Committed Reserves balances and changes are summarized in Table 2.

Table 2. Changes to Committed Reserves

General Fund Balance Classifications	FY 2019-20	FY 2020-21	Change
Debt Service*		\$8.05	8.05
Economic Uncertainties Reserve	4.45	4.45	\$0.00
Library Reserve Fund	3.68	3.67	-0.01
PERS Reserve	1.89	2.34	0.45
OPEB future costs	1.12	1.12	0.00
Building and Land Acquisition	1.88	1.88	0.00
Capital Improvements Reserves	0.65	0.06	-0.59
Economic Development	0.66	0.65	-0.01
Equipment & Furniture Reserve	0.52	0.52	0.00
Insurance Premium Increases	0.41	0.58	0.17
Police Radio Reserve	0.42	0.42	0.00
General Plan	0.11	0.28	0.17
100 <sup>th</sup> Anniversary	0.05	0.06	0.01
Park Expansion	0.06	0.56	0.50
NPDES issues	0.001	0.001	0.000
General Fund Capital Outlay (incl Police-General Reserve)	0.31	0.31	0.00
<b>Total Committed</b>	<b>\$16.21</b>	<b>\$24.95</b>	<b>8.74</b>
Unassigned Fund balance**	14.15	20.36	6.21
<b>Total Committed and Unassigned Fund Balance</b>	<b>\$30.36</b>	<b>\$45.31</b>	<b>\$14.95</b>
<b>Total Non-Spendable (includes SA loan receivable 19-20 only) *</b>	<b>11.89</b>	<b>2.72</b>	<b>-9.17</b>
<b>Total Committed, Unassigned &amp; Non-spendable</b>	<b>\$42.25</b>	<b>\$48.03</b>	<b>\$5.78</b>
* - Successor Agency loan balance reclassified to Committed fund balance			
** - reduced by capital outlay that is included in committed fund balance			

### GASB 68 and GASB 75

The City's net pension liability is \$31.8 million and the OPEB liability is \$10.7 million. Net pension liability is the present value of projected benefit payments to current employees and retirees, less pension assets that are invested and maintained by CalPERS. Net pension liability associated with pensions for safety personnel is \$17.8 million and for non-safety personnel is \$14.0 million. Of the City's two pension plans, the weighted average funding status is approximately 75.1% based on the most recent GASB 68 actuarial valuation, which is above the average funded status of approximately 70%. The City has established committed reserve funds to address future CalPERS rate increases and OPEB costs.

Beginning in 2009, the City and its employees recognized the need to take proactive measures to address the rising costs of the pension and OPEB plans. All employees began contributing a portion of their compensation toward their pension plan costs, reducing the City's employer-paid costs. In 2010, the City established new pension plans for employees hired after June 2010 (Tier II) that offered reduced retirement benefits in order to lower long-term pension liability. In 2013, the State passed the Public Employees' Pension Reform Act (PEPRA) that affects employees hired on or after January 1, 2013. PEPRA capped the annual pension benefit that can be received, established a lower-cost pension formula for safety and non-safety employees with requirements to work longer in



order to reach full retirement age, and capped the amount used to calculate a pension.

Current contribution rates for Classic Tier I, Classic Tier II, and Public Employees' Pension Reform Act (PEPRA) employees as follows:

- Classic Safety employees contribute 12%;
- PEPRA Safety employees contribute 13.75%;
- Classic Tier I/Tier II miscellaneous and management employees contribute 7%; and
- PEPRA miscellaneous and management employees contribute 6.75%.

Additionally, non-safety employees contribute 1% of their compensation and safety employees contribute \$625 annually to offset the cost of OPEB obligations.

### Water Fund

The City's business-type activities consisted solely of the Water Utilities Enterprise Fund (Water Fund). The Water Fund is used to account for financial activity related to the purchase, production, storage, and distribution of water used by the community, as well as the maintenance, repair, and replacement of related equipment and pipelines. The intent of the Water Fund is to meet all operational costs through regular revenue from rate payers, while also putting monies aside for future infrastructure replacement and repairs.

Water Fund revenues consist of charges for services and investment income which totaled \$5.5 million. Operating revenues for the time period increased due to the January 2020 rate adjustment. Non-operating revenues include investment income of \$2,546.

Operating expenses totaled \$5.2 million, reflecting costs for repairs and maintenance. Interest expenses related to debt service totaled \$116,787.

As part of the statement of operations, GASB 68 requires that the year-over-year change to unfunded pension liability be reflected. Consistent with the previous fiscal year, this did not increase actual current operational costs, but the net impact was increased operational costs on the statement of operations. The net operating result was an increase of \$384,396 for FY 2020-21. After non-operating results, capital contributions and transfers and financial consolidation entries, the change in net position increased by \$270,155.

The Water Fund's operating results are summarized in Table 4.

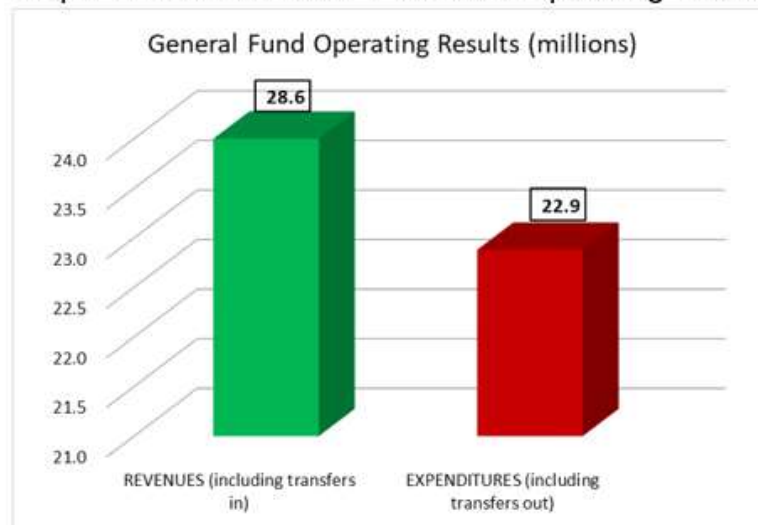
Table 4. Net Position Water Fund

OPERATING RESULTS AND NET POSITION (in millions)	2020-21 FINAL RESULTS
Beginning Net Position at July 1, 2020	\$ 20.272
Operating Income (Loss)	\$ 0.384
Total Non-Operating Revenues (Expenses)	\$ (0.114)
Net Capital Contributions and Transfers	\$ -
Net Change in Position	\$ 0.270
Adjust for Financial Consolidation	\$ 0.017
Adjusted Change in Net Position	\$ 0.287
Ending Net Position at June 30, 2021	\$ 20.559

#### Reserve Appropriations and Reallocations of FY 2020-21 Surplus

For FY 2020-21, the General Fund closed with revenues exceeding expenditures in the amount of \$5,774,588 (including net transfers) as shown in Graph 1.

Graph 1. General Fund FY 2020-21 Operating Results



The annual surplus is available for a one-time allocation to projects, programs, or reserves as directed by the City Council. Staff has proposed the following allocations for the City Council's consideration as detailed in Tables 5, 6, and 7.

Reserve Fund Allocations	\$5,483,275
Carryover Appropriations	\$34,813
New Appropriations	\$256,500
<b>TOTAL</b>	<b>\$5,774,588</b>

Replenishment and augmentation of reserve funds (Table 5).

- Land and Building Reserve (\$250,000)
- Capital Improvement Reserve (\$2,325,000)
- Insurance Reserve (\$250,000)
- PERS Reserve (\$900,000)
- OPEB Reserve (\$400,000)
- Park Reserve (\$183,275)
- Police Radio Reserve (\$600,000)
- 100<sup>th</sup> Anniversary Reserve Fund (\$20,000)
- Economic Development Reserve (\$555,000)

Table 5. Reserve Fund Balances and Allocations

Reserve Fund	Current Balance	Account/ Fund	FY 21-22 Budget Transfers	Proposed Appropriation Amount	FY 21-22 Projected Balance
Economic Uncertainties Reserve	4,450,382	110			4,450,382
Land and Building Reserve	1,879,448	111		250,000	2,129,448
Equipment and Furniture Reserve	522,376	112		-	522,376
Capital Improvement Reserve	58,324	113	(313,671)	2,325,000	2,069,653
Insurance Reserve	578,372	114		250,000	828,372
PERS Reserve	2,337,225	115		900,000	3,237,225
OPEB Reserve	1,121,444	116		400,000	1,521,444
Park Reserve	557,846	117		183,275	741,121
Police Radio Reserve	417,749	118		600,000	1,017,749
Library Reserve Fund	3,674,365	119			3,674,365
100 <sup>th</sup> Anniversary Reserve	60,019	120	10,000	20,000	90,019
General Plan Update Reserve	285,000	121	50,000		335,000
Economic Development Reserve	653,150	122		555,000	1,208,150
NPDES Trash Reserve	1,456	198			1,456
General Fund Capital Outlay	235,637	100			235,637
Police - General Reserve	66,336	100			66,336
<b>SUBTOTAL</b>	<b>16,899,129</b>		<b>(253,671)</b>	<b>5,483,275</b>	<b>22,128,733</b>

- Carryover appropriations for items budgeted in FY 2020-21 (Table 6)
  - City Council - Council Development
    - Requested carryover: \$8,813

- Carryover requested due to limited opportunities for in-person Council development in FY 2020-21
- Public Works - Street Maintenance
  - Requested carryover: \$26,000
  - Purchase of replacement compressor was deferred

Table 6. Carryover Appropriations from FY 2020-21

Carryover Appropriations	Account Name	Account/ Fund		Proposed Appropriation Amount
Council Development - Copeland	Council Development	100-41-5325		2,000
Council Development - Hansen	Council Development	100-41-5322		1,975
Council Development - Jones	Council Development	100-41-5324		1,900
Council Development - Wilson	Council Development	100-41-5321		1,588
Council Development - Woods	Council Development	100-41-5323		1,350
Public Works - replacement compressor	Street Maintenance	100-95-5581		26,000
<b>SUBTOTAL</b>				<b>34,813</b>

- New appropriations for FY 2021-22 (Table 7)
  - Administration
    - COVID Relief - Small Business Grant Program: \$50,000
    - COVID Relief - Expansion of Brown Bag Food Program: \$10,000
    - To maximize program efficiency under the American Rescue Plan Act of 2021 (ARPA) requirements, staff is recommending allocating 100% of ARPA funds for the Water infrastructure project (33<sup>rd</sup> Street main replacement) and funding the COVID Relief programs out of the General Fund surplus.
  - Community Services
    - Part-time employees: \$6,500
    - To address COVID-19-related employee recognition of part-time employees.
  - Police Department
    - Shooting range compliance upgrades: \$75,000
    - License Plate Reader System; \$25,000
    - Organizational study: \$50,000
    - Evidence storage facility: \$10,000
    - Necessary one-time expenditures to support regulatory compliance and modernization of operations.
  - Public Works
    - City Hall & Library Security Software: \$30,000
    - Necessary one-time emergency expenditure to update security software.

Table 7. New appropriations for FY 2021-22

New Appropriations	Account Name	Account/ Fund		Proposed Appropriation Amount
Administration - Small Business Grants	Contract Services	100-47-5400		50,000
Administration - Covid-Expansion Brown Bag Food Program	Event/Program Costs	100-82-5723		10,000
Community Services - Part-Time employees	Part-Time Salaries	100-XX-5115		6,500
Police Dept - Shooting Range - compliance upgrades	Contract Services	100-72-5400		75,000
Police Dept - License Plate Reader System	Capital Outlay	100-72-5840		25,000
Police Dept - Organizational Study	Contract Services	100-72-5400		50,000
Police Dept - Evidence Storage Facility	Capital Outlay	100-72-5840		10,000
Public Works - City Hall & Library Security Software	Repairs & Maintenance	100-92-5560		30,000
SUBTOTAL				256,500

Next Steps

Staff will present the mid-year FY 2021-22 financial results at the February 22, 2021 Council meeting. This will be followed by the biennial budget cycle reporting for FY 2022-24 that will also include the year end projections for FY 2021-22.

Approved:

\_\_\_\_\_  
Hannah Shin-Heydorn

Attachments





# ANNUAL COMPREHENSIVE FINANCIAL REPORT

FISCAL YEAR ENDED JUNE 30, 2021

**CITY OF SIGNAL HILL, CALIFORNIA**  
**ANNUAL COMPREHENSIVE FINANCIAL REPORT**  
**YEAR ENDED JUNE 30, 2021**

DRAFT

**Prepared by:**  
**Department of Finance**

**Sharon del Rosario**  
**Administrative Services Officer/Finance Director**

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## INTRODUCTORY SECTION

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## CITY OF SIGNAL HILL

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2175 Cherry Avenue ♦ Signal Hill, CA 90755-3799

January 11, 2022

Honorable Mayor and Members of the City Council  
City of Signal Hill  
Signal Hill, California

We are pleased to present the Annual Comprehensive Financial Report (ACFR) of the City of Signal Hill (City) for the fiscal year ended June 30, 2021. The purpose of this report is to provide the City Council, residents, general public, and interested parties with a broad financial outlook of the City, as well as to comply with state law.

The City's independent auditors, CLA CliftonLarsonAllen LLP, Certified Public Accountants, have issued an unmodified ("clean") opinion on the City of Signal Hill's financial statements for the fiscal year ended June 30, 2021. The independent auditor's report is located at the front of the financial section of the ACFR.

This report consists of management's representations concerning the finances of the City. It was prepared by the Finance Department with the assistance of the City's independent auditors, CLA CliftonLarsonAllen LLP, in accordance with generally accepted accounting principles (GAAP) as promulgated by the Governmental Accounting Standards Board. Management assumes full responsibility for the completeness and reliability of the information contained in this report. We believe the data presented conforms to governmental accounting and financial reporting standards and is accurate in all material aspects; it is presented in a manner designed to fairly set forth the financial position and results of operations of the City. All disclosures necessary to enable the reader to gain a good understanding of the City's financial affairs have been included.

GAAP requires that management provide a narrative introduction and an overview to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). The MD&A immediately follows the independent auditor's report and should be read in conjunction with this transmittal letter.

## **Profile of the Government**

The City of Signal Hill was incorporated in 1924 as a General Law City. On November 7, 2000, in a special election, the residents of Signal Hill approved a new City Charter and the City effectively made the change from a General Law City to a Charter City under the California Constitution.

The City of Signal Hill, encompassing 2.25 square miles, is located in the southwestern coastal area of Los Angeles County and has a population of 11,712. It is 25 miles south of downtown Los Angeles, 8 miles northeast of the Port of Los Angeles, and 5 miles northeast of the seaport terminal of Long Beach. Neighboring communities include the cities of Long Beach, Lakewood, Los Alamitos, and Carson.

Signal Hill, completely surrounded by the City of Long Beach, had historically been located in unincorporated territory. In 1924, in order to avoid Long Beach's per-barrel tax on oil, Signal Hill's founding members voted for incorporation. Oil production continued to be Signal Hill's mainstay until declining oil prices reduced production in the 1970's. In 1974, the Signal Hill Redevelopment Agency was formed and the City focused on economic development and diversification. Today, Signal Hill is a well-balanced, financially sound, and economically diverse community.

The City operates under the Council-Manager form of municipal government. The City Council is comprised of five members elected at large, on a staggered basis, for a term of four years. Policy-making and legislative authority are vested in the governing City Council, which appoints a Mayor on an annual basis in December, from among the members of the City Council. The City Council appoints the City Manager who is responsible for the day-to-day administration of City business and the coordination of all departments of the City. The City budgets for an authorized staff of approximately 100 full-time employees.

The City provides a full range of municipal services including police and public safety, street maintenance, park maintenance, public improvements, planning and zoning, water utilities, recreational activities, community programming, and library services. The County of Los Angeles provides fire protection and public health services, the Sanitation District of Los Angeles County maintains and upgrades the sewer system, and the City of Long Beach provides animal care services and bus transportation throughout the City.

The ACFR includes the financial activities of the City of Signal Hill, the primary government, and its component units, which are the Signal Hill Housing Authority and the Signal Hill Public Financing Authority. The operations of these units are included within the Basic Financial Statements of the City.



The Signal Hill Redevelopment Agency (Agency) was established on May 7, 1974 pursuant to the State of California Health and Safety Code, Section 33000, entitled “Community Redevelopment Law.” The Agency was formed for the purpose of preparing and carrying out plans for improvement, rehabilitation, and redevelopment of blighted areas within the City. When the State dissolved all redevelopment agencies in early 2012, the City of Signal Hill opted to become the Successor Agency to the Signal Hill Redevelopment Agency. The Successor Agency is included in the financial statements as a Private Purpose Trust Fund and is not part of the City’s government-wide statements. Additional information is found at Note 17 of the Notes to the Basic Financial Statements.

The Signal Hill Housing Authority (Housing Authority) was formed on December 12, 2000 pursuant to provisions of the California Health and Safety Code. The primary purpose of the Housing Authority is to provide suitable, safe, and sanitary housing opportunities for the City’s residents. Upon dissolution of the Redevelopment Agency, the housing assets and functions of the dissolved agency were transferred to the Housing Authority. The Housing Authority is included in the financial statements as a separate Special Revenue Fund.

The Signal Hill Public Financing Authority (Public Financing Authority) is a joint powers authority formed under the Joint Exercise of Powers Law of the State of California, Section 6502 of Title 1, Division 7, Chapter 5 of the Government Code of the State of California (the “Joint Exercise of Powers Act”) between the City and the Agency on October 15, 1996, for the purpose of establishing a vehicle which may reduce local borrowing costs and promote the greater use of existing and new financial instruments and mechanisms. The Public Financing Authority’s Board of Directors is the Signal Hill City Council. Due to the Redevelopment Dissolution Act, the use of the Public Financing Authority to assist in future financings is limited, since the former Agency, now Successor Agency, is one of the parties to the joint powers agreement forming the Public Financing Authority. The Dissolution Act contains language concerning the termination of the Successor Agency in the future that could have an impact on any new debt issued by the Public Financing Authority.

To assist in financing and refinancing City capital improvements – to be used in connection with future City financing or refinancing activities – the Signal Hill Municipal Financing Authority (Municipal Financing Authority) was formed between the City and the Agency on August 22, 2017 under the Joint Exercise of Powers Law of the State of California, Section 6502 of Title 1, Division 7, Chapter 5 of the Government Code of the State of California (the “Joint Exercise of Powers Act”). The Municipal Financing Authority’s Board of Directors is the Signal Hill City Council.

## **Local Economy**

The coronavirus pandemic and the resulting public health crisis put an end to the nation's longest modern economic expansion. Since the beginning of 2020, to control the spread of Covid-19, federal, state, and local governments established and followed varied health mandates and guidelines. The practical application of these mandates and guidelines had significant impacts across every economic sector.

As economists continued to follow the anticipated and unanticipated impacts of Covid-19, the consensus was that a full-recovery could be reached dependent on the ability to control the virus. While the initial vaccine rollout has been effective in reducing the spread of Covid-19 and controlling the severity of Covid-19 complications, the rise in variant infections continues to challenge communities throughout the country.

It is clear that Covid-19 has permanently altered the economic landscape for every business sector. While some sectors struggled early on, most sectors experienced improved conditions by the end of 2021, and some have even seen record growth. The U.S. Real GDP ended in double digits as of June 2021 reflecting the rebounding of consumer confidence and spending as well as significant government stimulus measures. At the same time, rapid inflation emerged and continues to threaten our economic recovery. However, there are economists who believe the current inflationary trend is temporary. Economic growth has also been bolstered by significant increases in wages along with decreasing unemployment rates.

Los Angeles County's economy was hit by the same Covid-19 impacts experienced throughout the nation. However, economists anticipate that economic recovery is expected to continue with an estimated 2021 GDP of \$815 million, reflecting a faster growth rate as compared to the rest of the nation.

Covid-19 impacts varied widely across local governments and a city's particular general fund revenue portfolio (i.e., property tax, sales tax, transient occupancy tax, franchise fees, etc.) and the elasticity of these sources, determined a city's fiscal exposure during the pandemic. As a "low property" tax city, the City's most significant revenue source for General Fund operating revenues is sales tax. Although retail in general has suffered, the specific mix of businesses in Signal Hill have proven in the short-term to be pandemic-resilient, with overall sales tax revenue returns coming in higher than anticipated as sales tax receipts from April through June were 19.6% above the second sales period in 2020. In addition, the City received its first remittance from Measure SHR representing April to June 2020 sale of \$1.1 million. The City continued to benefit from the increase in online shopping state-wide with the City's allocation from the County sales tax pools increasing by 23%; however, moving forward this allocation is expected to follow more traditional trends seen after the implementation of AB 147.

The City's major sales tax industry groups include business and industry, autos and transportation, general consumer goods, and building and construction. Three of the City's larger business groups that saw strong gains year over year include autos and transportation (27%), building and construction (16%), and general consumer goods (13%). The Fuel and Service Station sector continues to struggle with a decline of -7%, albeit performing better than last year's -31%. The Business and Industry sector also saw a decline of -7% after the prior year increase of 7%, but this sector is expected to see slow growth. The Restaurants and Hotel sector is at -12.1% and is expected to take much longer to recover from Covid-19 impacts.

Property taxes account for the next largest revenue source for the General Fund. California home prices continued to climb with Los Angeles experiencing increases of 26%, according to the California Association of Realtors. Home sales have recovered from their record low during the initial months of Covid-19. Home sales and home prices strengthened within Signal Hill due to low inventory and low interest rates and prices are expected to continue to rise through 2022. The City's overall net taxable property value only changed by 0.1% and is highly affected by the oil and gas assets within the City. These property value changes are likely related to oil price changes during 2020 caused by Covid-19. As the property tax roll is set prior to commencement of the fiscal year, property tax revenue is projected to remain flat for FY 2021-22.

### **FY 2021-22 Operating Budget**

Based upon industry forecasts, historical and current data, and in accordance with the City's tradition of fiscal prudence, the City applied conservative budgeting principles during the budget development process for FY 2021-22. The City's FY 2021-22 Operating Budget includes adjustments to all major general fund revenue categories to reflect current industry estimates based on full economic recovery while still maintaining a conservative view and preparing for reopening and recovery. The City's sales tax estimates were adjusted to reflect Signal Hill Measure R (SHR), a new three-quarter cent per dollar general transaction and use (sales) tax. The budget also reflects the utilization of government relief program funding in the City's capital plan. The City's expenditures were developed as a conservative spending plan addressing City Council and community priorities while focusing on returning operations to full capacity, addressing deferred maintenance and operational needs, and delivering quality core municipal services with a skilled and talented workforce.

### **Long Term Financial Planning**

The community helped craft the City of Signal Hill Strategic Plan which sets the priorities for the City. The Strategic Plan includes six goals with specific objectives: 1) Ensure long-term fiscal stability; 2) Ensure public safety is a high priority; 3) Promote a strong local economic base; 4) Maintain public infrastructure; 5) Enhance quality of life for residents; and 6) Promote a

transparent and open government. The City Council and staff use the Strategic Plan as a tool to continue to improve the quality of life for the residents of Signal Hill.

A city's capacity to effectively deliver basic day-to-day services to its residents and businesses fundamentally affects whether residents can live in a healthy, safe, and fulfilling manner. Local governments are at the forefront in providing these basic services – for example: establishing and governing local laws and codes; providing police service and protection to residents and businesses; assisting in a fire or medical emergency; delivering clean water; providing recreational, social, and learning opportunities for residents; assuring the safety of existing and new buildings located in the city; building and maintaining infrastructure and public buildings; activating emergency operations to provide incident command, if necessary; and maintaining local roads for the orderly movement of people and things. Therefore, how local government is funded, and how well it is funded to be able to carry out this mission, is vital.

To meet these public duties, cities must manage and allocate millions of dollars each year, employ staff, negotiate and manage contracts, build and operate public facilities, among other obligations, and do all this within a setting that must be continually open, transparent, and accessible to the public.

How local governments decide to use their limited resources leads to a complicated intersection of public policy, community planning, and budgeting. The heart of the matter is, in fact, the ongoing work to balance limited revenues with public demand for costly and often vital services and facilities.

Money for delivering local government services in California is raised largely through an intricate system of taxes and fees – a finance system that is complicated and unique. The unique nature of the system is due to many factors of law, history, and culture, including state constitution provisions enacted by voters that prescribe strict limits on how municipalities can raise revenues – and even how they can spend their money. In addition, the State's recurring financial crises have had vast repercussions at the local level, further stressing municipal revenues and services.

To take proactive local control of long-term financial planning, on November 3, 2020, the residents of Signal Hill voted in a new three quarter cent per dollar (0.75%) general transactions and use (sales) tax. This tax will continue to preserve the high quality of life that the community expects and deserves, supporting the ongoing provision of essential services while securing a reliable, long-term funding stream that is locally controlled, where revenue is not subject to seizure or elimination by the State. The new tax is estimated to provide approximately \$5 million in annual revenues to help fund programs such as streets, pothole and infrastructure repair, clean public areas, 9-1-1 emergency response and crime prevention.

The unassigned fund balance in the General Fund and the fund balance of the Economic Uncertainties Fund equal 111% of FY 2020-21 General Fund budgeted operating expenditures, which exceeds the policy guidelines of 50% as set by the City Council for budgetary and planning purposes. The City's Financial Policy recommends maintaining a combined General Fund and Economic Uncertainties Fund reserve equivalent to a minimum of six months operating expenditures. These reserves would be utilized to mitigate the adverse impact of an economic slowdown, a recession, or loss of a major sales tax provider.

City management believes that the City has positioned itself to weather any unanticipated economic fluctuations through adequate reserve accumulation and continuation of the privatization of City functions such as street sweeping and park maintenance, enhanced and renewed focus on proactive economic development efforts with the completion of the long range asset management plan, and a continued focus on our human development effort to reshape and retrain our work force to meet changing demands.

### **Financial and Internal Controls**

The Administrative Services Officer/Director of Finance has direct responsibility for the City's financial administration and is responsible for overseeing the budget, purchasing, management information systems, risk management, and fiscal operations. Fiscal operations include general accounting, financial reporting, treasury and investment functions, business permits, capital improvement project fiscal administration, payroll, accounts payable, accounts receivable, and water utility billing.

The Finance Department is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft or misuse and to ensure that adequate accounting and financial reporting data are compiled and available to allow for the preparation of financial statements in conformity with accounting principles generally accepted in the United States. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met and that the financial statements are free of any material misstatements. The concept of reasonable assurance recognizes: (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management. Management believes that the City's current internal accounting controls adequately safeguard assets and provide reasonable assurance of proper recording of financial transactions.

### **Single Audit**

The City is legally required to undergo an annual single audit in conformity with the provisions of the Single Audit Act of 1984 and the U.S. Office of Management and Budget Uniform Guidance, Audits of State and Local Governments, if total federal grant expenditures exceed \$750,000 in a

single year. Although the City is a recipient of federal, state and county assistance, for FY 2020-21 it will not be subject to the requirements of a Single Audit as it did not have Federal expenditures greater than the \$750,000 threshold.

### **Budgetary Controls**

The Council is required to adopt a budget by no later than the close of the fiscal year. This annual budget serves as the foundation for the City's financial planning and control. The budget is prepared by fund, function (e.g. Public Safety), and department (e.g. Police). The City maintains budgetary controls to ensure compliance with legal provisions embodied in the annual adopted budget approved by the Council. The budget policy of the City requires that: (1) a balanced budget be prepared where resources equal appropriations for all funds in conformance with State constitutional limits; (2) adoption of the budget by Council resolution to take place prior to the beginning of the fiscal year in which it is to take effect; (3) the level of budgetary control (the level at which expenditures cannot legally exceed the appropriated amount) be established at the program level; (4) adjustment to the adopted budget be made only with the proper approvals; and (5) encumbrances of appropriations as a budgetary control technique be utilized. Activities of the General Fund, Special Revenue Funds, and Capital Projects Fund are included in the annual approved budget.

As demonstrated by the statements and schedules included in the financial section of this report, the City continues to meet its responsibility for sound financial management.

### **Spending Limitation**

Management foresees no problem for several years in complying with the spending limitation under the Gann Initiative passed by the California voters in 1979 which created Article XIII B of the State Constitution. The City's independent auditors have attested to the accuracy of the computation of the spending limitations for the current period, which indicated that the City's tax proceeds are substantially under the established Gann Limit and are not expected to reach that limit in the foreseeable future.

### **Independent Audit**

The City's Municipal Code requires an annual audit by independent certified public accountants. The accounting firm of CLA CliftonLarsonAllen LLP, Certified Public Accountants, was selected to audit the City's accounting records. The auditor's report on the basic financial statements, combined and individual fund statements and schedules is included in the financial section of this report.

## Awards and Acknowledgements

The Government Finance Officers Association of the United States and Canada awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Signal Hill for its Annual Comprehensive Financial Report for the fiscal year ended June 30, 2020. This was the 25<sup>th</sup> consecutive year that the City of Signal Hill has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized annual comprehensive financial report. This report must satisfy both GAAP and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current annual comprehensive financial report continues to meet the Certificate of Achievement Program's requirements.

The preparation of this annual comprehensive financial report was made possible by the staff of the Finance Department, the City Manager's Office, and the expertise and assistance of the City's auditors, CLA CliftonLarsonAllen LLP, Certified Public Accountants. Each member of this team has our sincere appreciation. We also extend our thanks and appreciation to the members of the Signal Hill City Council for their encouragement and support in conducting the financial operations of the City in a responsible manner.

Respectfully submitted,



Hannah Shin-Heydorn  
City Manager



Sharon del Rosario  
Administrative Services Officer/  
Finance Director

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Government Finance Officers Association

Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting

Presented to

**City of Signal Hill  
California**

For its Annual Comprehensive  
Financial Report  
For the Fiscal Year Ended

June 30, 2020

*Christopher P. Morill*

Executive Director/CEO

## ELECTED OFFICIALS



Edward H. J. Wilson  
Mayor



Keir Jones  
Vice Mayor



Robert D. Copeland  
Council Member



Tina L. Hansen  
Council Member



Lori Y. Woods  
Council Member



David Hopper  
City Treasurer



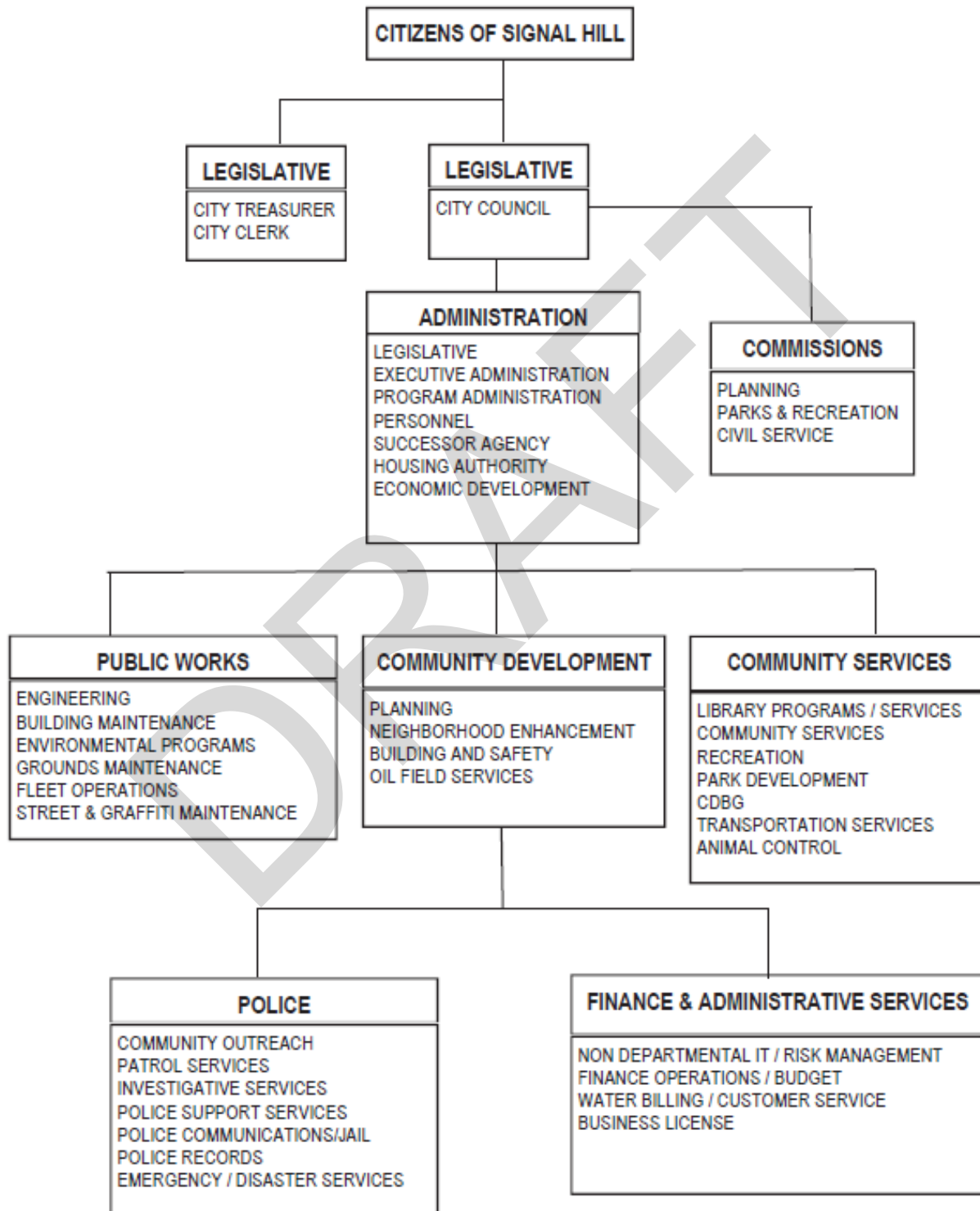
Carmen Brooks  
City Clerk

## EXECUTIVE MANAGEMENT

City Manager  
Deputy City Manager  
City Attorney  
Finance Director  
Community Development Director  
Community Services Director  
Chief of Police  
Public Works Director

Hannah Shin-Heydom  
Scott Charney  
Matthew Richardson  
Sharon del Rosario  
Colleen Doan  
Aly Mancini  
Christopher M. Nunley  
Kelli Tunnicliff

# CITY OF SIGNAL HILL ORGANIZATIONAL CHART



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**FINANCIAL SECTION**

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## INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and  
Members of the City Council  
City of Signal Hill  
Signal Hill, California

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business type activities, each major fund, and the aggregate remaining fund information of the City of Signal Hill, California (the City), as of and for the year ended June 30, 2021, and the related notes to the financial statements which collectively comprise the City's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditors' Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

To the Honorable Mayor and  
Members of the City Council  
City of Signal Hill

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Signal Hill, California, as of June 30, 2021, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Emphasis of Matter***

As discussed in Note 1D, the City has made a restatement to beginning net position of the other postemployment benefit trust fiduciary fund as part of the implementation of Governmental Accounting Standards Board Statement No. 84, *Fiduciary Activities*. Our opinions are not modified with respect to this matter.

### ***Other Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the Budgetary Comparison Schedule - General Fund, the Budgetary Comparison Schedule - Housing Authority Special Revenue Fund, the Budgetary Comparison Schedule - Capital Grants Special Revenue Fund, the schedules of proportionate share of the net pension liability, the schedules of pension contributions, and the schedule of changes in the net OPEB liability and related ratios, identified as Required Supplementary Information (RSI) in the accompanying table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the RSI in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The introductory section, supplementary information, and statistical section as listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplementary information as listed in the table of contents, are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated in all material respects in relation to the basic financial statements as a whole.



To the Honorable Mayor and  
Members of the City Council  
City of Signal Hill

The introductory section and statistical section have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated REPORT DATE, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

**CliftonLarsonAllen LLP**

Irvine, California  
REPORT DATE

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**CITY OF SIGNAL HILL**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**FISCAL YEAR ENDED JUNE 30, 2021**

As management of the City of Signal Hill (City), we offer readers of the City's financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2021 (FY 2020-21). We encourage readers to consider the information presented here in conjunction with additional information furnished in the letter of transmittal and the City's basic financial statements.

**FINANCIAL HIGHLIGHTS**

The comparisons provided in this discussion and analysis are between FY 2019-20 and FY 2020-21. All increases and decreases are expressed relative to FY 2019-20 amounts. Financial highlights for FY 2020-21 are summarized below. Details related to these highlights are found in the remaining sections of this analysis.

Citywide

- The City's total net position, the amount by which total assets and deferred outflows of resources exceed total liabilities and deferred inflows of resources, equaled \$129.3 million in FY 2019-20 and equals \$135.2 million in FY 2020-21.
- Of this amount, \$18.3 million is unrestricted and may be used to meet the City's ongoing obligations to citizens and creditors. The remaining net position is classified as net investment in capital assets of \$99.5 million and restricted of \$17.4 million.
- The City's total net position increased by \$5.9 million over FY 2019-20 and is largely attributed to revenues exceeding expenditures and net transfers. The remainder of this report will provide a more detailed analysis of the City's net position and operating activities that contributed to this increase.
- On November 3, 2020, residents approved Signal Hill Measure R (SHR), a new three-quarter cent per dollar general transaction and use (sales) tax. The California Department of Tax and Fee Administration (CDTFA) began collecting the new tax on April 1, 2021 and the first quarter results are reflected in this report.

Fund Level

- As of June 30, 2021, governmental funds report a combined fund balance of \$65.5 million, an increase of \$6.4 million from the prior year. Of this amount, \$20.4 million is available for spending at the City's discretion (unassigned fund balance).
- As of June 30, 2021, the General Fund reports an ending fund balance of \$48.0 million. Of this amount, \$20.4 million is available for spending at the City's discretion (unassigned fund balance). Cash and investments of the General Fund total \$35.3 million, which represents 73.4% of the General Fund's total \$48.0 million fund balance.
- As of June 30, 2021, the City's Water Enterprise fund reports an ending net position of \$20.6 million, an increase of \$0.3 million from the prior year. The net position is classified as net investment in capital assets of \$22.7 million and unrestricted net position of a deficit \$2.1

See independent auditors' report.

**CITY OF SIGNAL HILL**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**FISCAL YEAR ENDED JUNE 30, 2021**

million. It is anticipated that the Proposition 218 water rate increases approved in 2020, along with the Well 8 rehabilitation project, will gradually improve the Water Enterprise fund's unrestricted net position.

- As of June 30, 2021, the City's Internal Service fund reports an ending net position of \$2.5 million. Of this amount, \$1.5 million is unrestricted and is available for spending at the City's discretion.

## **OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis are required supplementary information and are intended to serve as an introduction to the City's basic financial statements, which are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. Other required supplementary information immediately follows the notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements and required supplementary information.

**Government-wide Financial Statements.** The government-wide financial statements are designed to give the reader a picture of the City from the economic resources measurement focus using the accrual basis of accounting. This broad overview is similar to the financial reporting used in private-sector business. The government-wide financial statements have separate columns for governmental activities and business-type activities. Governmental activities of the City include general government (legislative, finance, administration, and personnel), community services, police, community development, and public works. The City's business-type activity consists of a water utility. Governmental activities are primarily supported by taxes, charges for services, and grants while business-type activities are primarily self-supporting through user fees and charges. The government-wide financial statements can be found beginning on page 19 of this report.

The Statement of Net Position presents information on all City assets (including capital assets), liabilities (including long-term liabilities), and deferred inflows and outflows of resources. The amount by which assets and deferred outflows of resources exceed liabilities and deferred inflows of resources is reported as net position. Over time, trends in increases or decreases in net position may be one indicator of whether the financial position of the City is improving or deteriorating.

The Statement of Activities presents information designed to show how the City's net position changed during the year. This statement distinguishes revenue generated by specific functions from revenue provided by taxes and other sources not related to a specific function. The revenue generated by specific functions (charges for services, grants and contributions) is compared to the expenses for those functions to show how much each function either supports itself or relies on taxes and other general funding sources for support. All activity on this statement is reported on the accrual basis of accounting, which requires that revenues are reported when earned and expenses are reported when incurred, regardless of when cash is received or disbursed.

**Fund Financial Statements.** A fund is a fiscal and accounting entity with a self-balancing set of accounts used to account for specific activities. Funds are often set up in accordance with special regulations, restrictions, or limitations. The City uses fund accounting to ensure and show compliance with finance-related legal requirements. The City's funds are divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

**CITY OF SIGNAL HILL**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**FISCAL YEAR ENDED JUNE 30, 2021**

Governmental funds. Governmental funds are used to account for the governmental activities reported in the government-wide financial statements. Most of the City's basic services are included in governmental funds. The basis of accounting is different between the governmental fund statements and the government-wide financial statements. The governmental fund statements focus on near-term revenues/financial resources and expenditures while the government-wide financial statements include both near-term and long-term revenues/financial resources and expenses.

Fund balance is categorized into a hierarchy of five classifications: non-spendable, restricted, committed, assigned, and unassigned. These categories facilitate analysis and understanding of the City's commitment of financial resources.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City maintains several individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, the Housing Authority Special Revenue Fund, the Capital Grants Special Revenue Fund, and the Capital Improvement Capital Projects Fund, all of which are considered to be major funds. Data from all other governmental funds is combined into a single, aggregated presentation. Individual fund data for these non-major governmental funds is provided as supplementary information elsewhere in this report.

The basic governmental fund financial statements can be found beginning on page 22.

Proprietary funds. Proprietary funds consist of both enterprise and internal service funds. When the City charges customers for a service provided – whether to outside customers or to other units of the City – these services are reported in proprietary funds. There is a direct relationship between the fees paid and the services received. Like the government-wide financial statements, the proprietary funds provide both long-term and short-term financial information utilizing the economic resources measurement focus.

The City's enterprise fund is the same as the business-type activities reported in the government-wide statements, but the fund statements provide more detail and additional information, such as cash flows. The City has one enterprise fund for water utilities.

The City's internal service fund is used to report activities that primarily provide supplies and services for the City's other programs and activities. The City uses one internal service fund to account for vehicle maintenance and repair services.

**CITY OF SIGNAL HILL**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**FISCAL YEAR ENDED JUNE 30, 2021**

The proprietary fund financial statements can be found beginning on page 29 of this report.

Fiduciary funds. Fiduciary funds account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governments or other funds. Fiduciary funds are not included in the government-wide financial statements because their assets are not available to support the City's activities.

The City's Fiduciary funds consist of one Agency Fund and a Private-Purpose Trust Fund and a Pension Trust Fund. The City is the Successor Agency to the former Redevelopment Agency; all of its assets, liabilities, and activities are recorded in the Private Purpose Trust Fund. The Successor Agency is a separate operating entity from the City. The Pension Trust Fund is used to account for activities related to the City's other post-employment benefit (OPEB) plan and is an irrevocable trust fund.

The fiduciary fund financial statements can be found beginning on page 33 of this report.

**Notes to the basic financial statements.** The notes to the basic financial statements provide additional information that is important to a full understanding of the data in the government-wide and fund financial statements. The notes to the basic financial statements can be found beginning on page 37 of this report.

Supplementary Information - In addition to the basic financial statement and accompanying notes, this report also presents certain required supplementary information. Required supplementary information is found immediately following the notes to the basic financial statements.

Optional supplementary information is presented as combined and individual statements for other governmental and agency funds. This optional supplementary information can be found immediately following the required supplementary information.

**CITY OF SIGNAL HILL**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**FISCAL YEAR ENDED JUNE 30, 2021**

**GOVERNMENT-WIDE FINANCIAL ANALYSIS**

A summary of the government-wide *Statement of Net Position* as of June 30, 2021, and June 30, 2020, is as follows:

**Condensed Statement of Net Position**

	Governmental Activities		Business-type Activities		Totals	
	2020-21	2019-20	2020-21	2019-20	2020-21	2019-20
<b>Assets:</b>						
Current and other assets	\$ 78,886,059	\$ 71,890,227	\$ 2,403,168	\$ 1,497,685	\$ 81,289,227	\$ 73,387,912
Capital assets, net	85,370,200	85,525,036	25,895,699	26,060,397	111,265,899	111,585,433
<b>Total Assets</b>	<b>164,256,259</b>	<b>157,415,263</b>	<b>28,298,867</b>	<b>27,558,082</b>	<b>192,555,126</b>	<b>184,973,345</b>
<b>Deferred outflows of resources:</b>						
Deferred amount on refunding	-	-	75,836	93,170	75,836	93,170
Deferred amounts from pension	5,405,817	5,765,993	539,672	559,393	5,945,489	6,325,386
Deferred amount from OPEB	2,583,547	2,616,964	280,061	283,683	2,863,608	2,900,647
<b>Total Deferred Outflows</b>	<b>7,989,364</b>	<b>8,382,957</b>	<b>895,569</b>	<b>936,246</b>	<b>8,884,933</b>	<b>9,319,203</b>
<b>Liabilities:</b>						
Current liabilities	8,137,546	8,066,468	1,397,539	1,034,022	9,535,085	9,100,490
Long-term liabilities	47,839,302	46,563,991	7,017,840	6,915,252	54,857,142	53,479,243
<b>Total Liabilities</b>	<b>55,976,848</b>	<b>54,630,459</b>	<b>8,415,379</b>	<b>7,949,274</b>	<b>64,392,227</b>	<b>62,579,733</b>
<b>Deferred inflows of resources:</b>						
Deferred amounts from pension	983,989	1,778,055	105,896	189,038	1,089,885	1,967,093
Deferred amount from OPEB	671,212	398,861	72,760	43,237	743,972	442,098
<b>Total Deferred Inflows</b>	<b>1,655,201</b>	<b>2,176,916</b>	<b>178,656</b>	<b>232,275</b>	<b>1,833,857</b>	<b>2,409,191</b>
<b>Net position:</b>						
Net investment in capital assets	76,772,294	77,654,529	22,683,944	22,654,963	99,456,238	100,309,492
Restricted	17,426,787	16,783,639	-	-	17,426,787	16,783,639
Unrestricted	20,414,493	14,552,677	(2,083,543)	(2,342,184)	18,330,950	12,210,493
<b>Total Net Position</b>	<b>\$ 114,613,574</b>	<b>\$ 108,990,845</b>	<b>\$ 20,600,401</b>	<b>\$ 20,312,779</b>	<b>\$ 135,213,975</b>	<b>\$ 129,303,624</b>

Over time, net position may serve as a useful indicator of a city's financial position. At June 30, 2021, net position was \$135.2 million, an increase of \$5.9 million over the net position of \$129.3 million at June 30, 2020.

The largest portion of the City's net position (\$99.5 million or 73.5%) is its investment in capital assets (e.g., land, buildings, infrastructure, and equipment, etc.), net of related debt. The City uses capital assets to provide services to citizens; consequently, these assets are not available for future spending. This category of net position decreased mainly because of depreciation expense. The largest projects completed in FY 2020-21 included Temple Avenue repaving and Orange Avenue street improvements; several large projects in progress are projected to be completed in the next fiscal year including Heritage Point Park project and Well 10 construction project.

The City's restricted net position totals \$17.4 million (12.9% of total net position). Restricted net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of \$18.3 million (13.6%) represents unrestricted net position; this category of net position may be used to meet the City's ongoing obligations to citizens and creditors.

Total net position increased by \$5.9 million from an excess of revenues over expenses. This net increase was reflected in the \$0.9 million decrease in net investment in capital assets offset by an increase in restricted net position of \$0.6 million and an increase in unrestricted net position of \$6.1 million. The Los Cerritos Channel Storm Water Capture Facility, one of the largest and most important environmental infrastructure projects in Los Angeles County, was completed this year.

**CITY OF SIGNAL HILL**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**FISCAL YEAR ENDED JUNE 30, 2021**

Closeout costs related to the project exceeded anticipated project costs and resulted in a net decrease to the City's overall net position by \$545,000. The excess of revenues over expenses will be analyzed in conjunction with the Statement of Activities.

Following is a summary of the government-wide *Statement of Activities* which illustrates the City's overall \$5.9 million increase in net position resulting from program expenses being less than total program and general revenues. A discussion regarding significant changes in revenues and expenses follows the table.

**Condensed Statement of Activities**

	Governmental Activities		Business-type Activities		Totals	
	2020-21	2019-20	2020-21	2019-20	2020-21	2019-20
<b>Revenues:</b>						
Program revenues:						
Charges for services	\$ 1,903,065	\$ 2,017,000	\$ 5,548,069	\$ 4,573,983	\$ 7,451,134	\$ 6,590,983
Grants and contributions:						
Operating	1,819,450	1,524,132	-	-	1,819,450	1,524,132
Capital	937,517	729,629	-	114,674	937,517	844,303
General revenues:						
Property taxes	2,801,763	2,330,347	-	-	2,801,763	2,330,347
Sales and use taxes	20,267,843	16,834,464	-	-	20,267,843	16,834,464
Other taxes	1,901,629	1,722,981	-	-	1,901,629	1,722,981
Investment Income	1,346,195	1,976,618	2,546	63,765	1,348,741	2,040,383
Unrestricted grants and contributions	435,019	182,910	-	-	435,019	182,910
Total revenues	31,412,481	27,318,081	5,550,615	4,752,422	36,963,096	32,070,503
<b>Expenses:</b>						
General government	6,045,259	6,006,139	-	-	6,045,259	6,006,139
Community services	2,213,174	1,756,711	-	-	2,213,174	1,756,711
Police	11,009,108	11,816,654	-	-	11,009,108	11,816,654
Community development	1,269,754	989,132	-	-	1,269,754	989,132
Public works	4,858,616	4,786,622	-	-	4,858,616	4,786,622
Unallocated infrastructure depreciation	393,841	394,543	-	-	393,841	394,543
Water	-	-	5,262,993	4,665,322	5,262,993	4,665,322
Total Expenses	25,789,752	25,749,801	5,262,993	4,665,322	31,052,745	30,415,123
Excess of Revenues over Expenses	5,622,729	1,568,280	287,622	87,100	5,910,351	1,655,380
Transfers	-	354,335	-	(354,335)	-	-
Change in net position	5,622,729	1,922,615	287,622	(267,235)	5,910,351	1,655,380
Net position - beginning	108,990,845	126,169,548	20,312,779	20,580,014	129,303,624	146,749,562
Restatement of net position	-	(19,101,318)	-	-	-	(19,101,318)
Net position - beginning, restated	108,990,845	107,068,230	20,312,779	20,580,014	129,303,624	127,648,244
Net position - ending	\$ 114,613,574	\$ 108,990,845	\$ 20,600,401	\$ 20,312,779	\$ 135,213,975	\$ 129,303,624

**Government-wide revenues** increased by \$4.9 million (15%) to \$37.0 million. The majority of this increase resulted from an increase of \$3.4 million in sales and use taxes, an increase of \$0.9 million in charges for services and an increase of \$0.5 million in property tax revenues. Both sales and use tax and property tax revenues performed better than original projections which anticipated Covid-19-related impacts. Charges for services increased primarily due to the water rate increase in the Enterprise Fund. The remaining changes include all other governmental activities accounting for a \$0.8 million increase and investment income decreasing by \$0.7 million.



**CITY OF SIGNAL HILL**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**FISCAL YEAR ENDED JUNE 30, 2021**

The most significant portion of the City's revenue came from sales and use taxes and accounted for 54.8% of total revenue. Charges for services accounted for 20.2% of total revenue. Additionally, 8.6% was received from grants and contributions, 7.6% from property taxes, 5.1% from other taxes, and the remaining 3.7% was from investment income.

**Government-wide expenses** of all City programs and services increased by a net \$0.6 million (2.1%) to \$31.1 million for the fiscal year ended June 30, 2021. Governmental Activities increased by \$0.04 million while the Business Type Activities increased by \$0.6 million. Expenses include adjustments for depreciation, long-term debt and pension costs. Based on the latest actuarial valuations, the pension expense decreased by \$0.6 million while the net OPEB expense increased by \$0.5 million. The net increase in Government-wide expenses is spread across the City's programs with General Government increasing by \$0.04 million, Community Services increasing by \$0.5 million, Community Development increasing by \$0.3 million, while Police decreased by \$0.8 million, Public Works increased by \$0.07 million and Water increased by \$0.6 million. Included in the Government-wide expenses for FY 2020-21 are employee furloughs and hiring freezes that were implemented in response to anticipated Covid-19 impacts and the Public Works program includes the closeout costs related to the Los Cerritos Storm channel water capture facility.

Police accounted for 35% of the total costs, General Government for 20%, Public Works for 16%, and Water for 17%, with Community Services (7%), Community Development (4%) and Unallocated Infrastructure Depreciation (1%) accounting for the remaining expenses.

The following two charts show the source and use of funds for **Governmental Activities**:

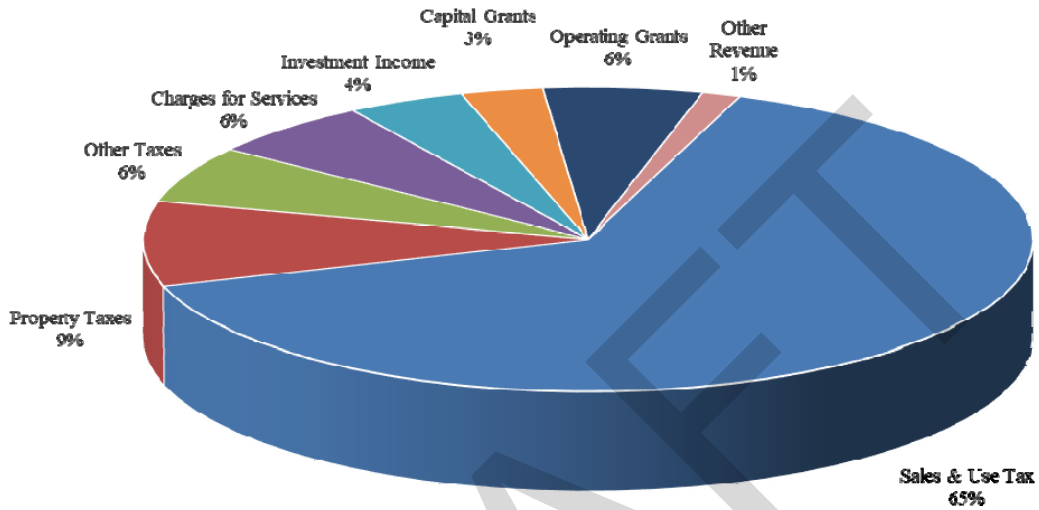
**Governmental activities** contributed \$5.6 million to the increase in net position resulting from revenues exceeding expenses. Governmental activities comprise the majority of the government-wide data, and explanations for changes in government-wide and governmental activities are often similar.

Revenues of governmental activities report a net increase over the prior year of \$4.1 million (15%), to \$31.4 million. Approximately \$3.4 million of this increase is the result of higher sales and use tax revenue. Property tax also increased by \$0.5 million, all other revenues increased by \$0.8 million while interest revenue decreased by \$0.6 million.

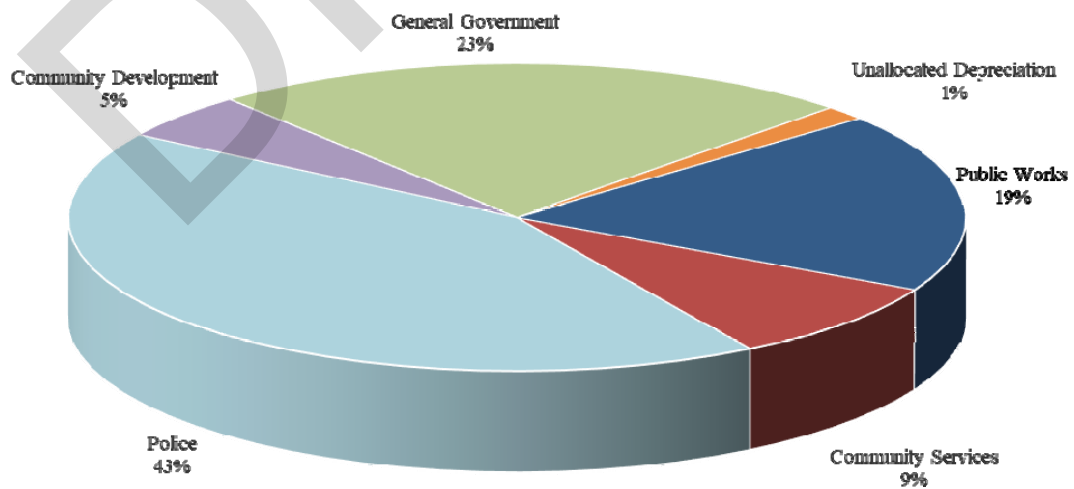
Expenses of governmental activities increased by a net \$0.04 million (0.2%). Expenses include adjustments for depreciation, long-term debt and pension costs. The net increase is spread across the City's programs with Community Services increasing by \$0.46 million, Community Development increasing by \$0.28 million, General Government increasing by \$0.04 million, while Police decreased by \$0.81 million, and Public Works increased by \$0.07 million.

**CITY OF SIGNAL HILL**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**FISCAL YEAR ENDED JUNE 30, 2021**

**Revenues by Source – Governmental Activities**  
**Fiscal Year 2020-21**



**Expenses – Governmental Activities**  
**Fiscal Year 2020-21**



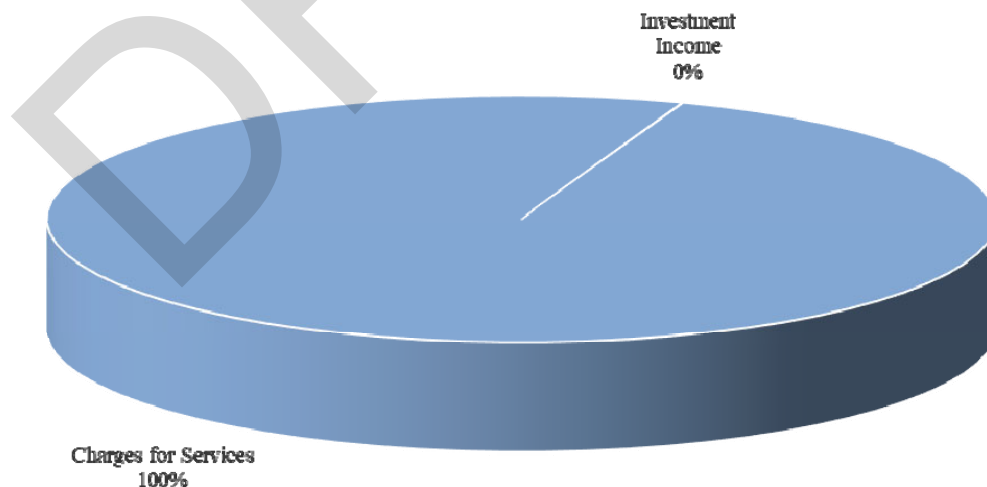
**CITY OF SIGNAL HILL**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**FISCAL YEAR ENDED JUNE 30, 2021**

The following two charts show the source and use of funds for Business-type Activities:

**Business-type activities** consist solely of the Water Utilities Enterprise Fund. The financial goal of the City's business-type activities is to operate on a more or less "break-even" basis without making significant profit or needing general tax subsidies. Total net position at the end of the year was \$20.6 million as compared to \$20.3 million at the end of the prior year. This represents an increase in net position of \$0.3 million or 1.4%. While revenues relatively matched expenditures, the increase in net position is largely attributed to lower engineering costs that will be utilized (carried-over) to next fiscal year.

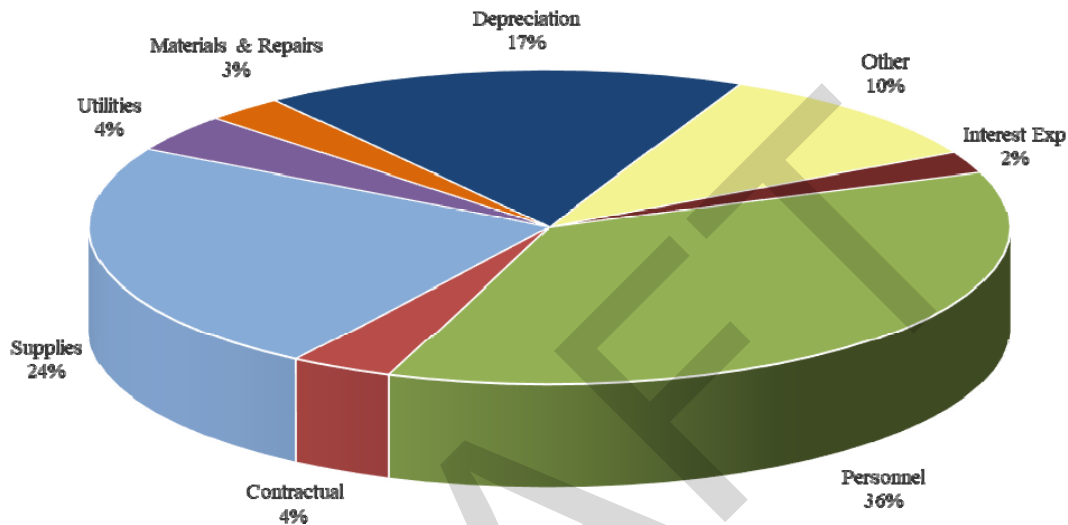
Revenues of \$5.6 million consist of charges for services and investment income. This is an increase of \$0.8 million or 16.8% over the prior year's total revenue of \$4.7 million. The majority of the increase is due to increased water rates offset by decreases in grants and contributions revenue and investment income as compared to the prior year. Expenses totaled \$5.3 million in the current year, an increase of \$0.6 million over the prior year's expenses of \$4.7 million. The majority of the increase is attributed to higher water supply costs mostly due to higher water prices and an increase in pension benefits that was partially offset by a decrease in contractual services and a slight increase in the remaining expenditure types. For more details relating to the Water Utilities Enterprise Fund activities and water management plan please see the City's Website.

**Revenues by Source – Business-type Activities**  
**Fiscal Year 2020-21**



**CITY OF SIGNAL HILL**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**FISCAL YEAR ENDED JUNE 30, 2021**

**Expenses – Business-type Activities**  
**Fiscal Year 2020-21**



**FUND FINANCIAL ANALYSIS**

The City's major governmental funds for FY 2020-21 were the General Fund, the Housing Authority Special Revenue Fund, the Capital Grants Special Revenue Fund, and the Capital Improvement Capital Projects Fund.

**General Fund**

The General Fund's fund balance increased by \$5.8 million in FY 2020-21. This increase resulted from revenues totaling \$28.1 million exceeding expenditures of \$22.0 million and net transfers out of \$0.3 million.

General fund revenues increased by a net of \$3.5 million compared to FY 2019-20. This net increase is explained by a \$3.4 million increase in sales and use tax revenues and a \$0.2 million increase in property and other revenues. Investment income decreased by \$0.5 million due to maturing investments and lower interest rates. With the maturing investments and declining interest rates the year-end resulted in a lower unrealized fair value gain as compared to the prior year. The market gain was reported as part of investment income.

The General Fund's operating expenditures decreased by \$0.3 million. This decrease included employee furloughs and hiring freezes implemented in anticipation of Covid-19 impacts resulting in a \$0.5 million dollar savings in salaries and benefits, and a \$0.2 million decrease in capital outlay from the prior year. These savings were offset by an increase in maintenance and operations of \$0.4 million largely due to higher insurance costs, utility services and contractual services.

**CITY OF SIGNAL HILL**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**FISCAL YEAR ENDED JUNE 30, 2021**

**Housing Authority Special Revenue Fund**

The Housing Authority fund balance increased by \$0.2 million to \$5.9 million as compared to the prior year's fund balance of \$5.7 million. The fund's activity consists of interest income and professional services for assistance in administering the City's housing program. Interest income was lower as compared to the prior year due to lower interest rates. Fund balance is restricted for housing purposes.

**Capital Grants Special Revenue Fund**

The Capital Grants Special Revenue Fund is used to account for grants received from other governmental agencies for capital improvements. The majority of funds received are transferred to the Capital Improvements Capital Projects Fund for capital project funding.

**Capital Improvement Capital Projects Fund**

Capital expenditures within the Capital Improvement Capital Projects Fund totaled \$2.1 million for the fiscal year. The major projects worked on in FY 2020-21 included various street improvement construction projects, sidewalk repair, geographic information system (GIS) expansion, and initial design work for the Heritage Point Park project. The closeout costs related to the Los Cerritos Storm channel water capture facility are also included in the total capital outlay. The restricted ending fund balance of \$0.4 million reflects an advance received for a specified construction project, all other project costs were fully funded as budgeted.

**General Fund Budgetary Highlights**

The General Fund often receives the most public attention since it is where local tax revenues are accounted for and where the most visible and recognizable municipal services (such as police, public works and community services) are funded.

In preparing its budget, the City attempts to estimate revenues using realistic, but conservative, methods so as to budget its expenditure appropriations and activities in a prudent manner in alignment with the City Council's expectations. As a result, the City adopts budget adjustments during the course of the fiscal year to reflect both changed priorities and availability of additional revenue. During the course of the year, the City Council amended the originally adopted budget by \$1.1 million. The increased budget appropriations funded the filling of frozen vacant positions, additional contract services related to the housing element and environmental resources element, relocation costs, freeway sign management, and professional services for a compensation study, cannabis study, business license management, and appraisal services. Additional adjustments include capital outlay expenditures and debt service payments.

Total General Fund revenues of \$28.1 million were \$7.9 million higher than the budgeted amount of \$20.2 million. Due to conservative budgeting of revenues, all revenue categories exceeded the budget except for intergovernmental and fines and forfeitures revenue.

**CITY OF SIGNAL HILL**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**FISCAL YEAR ENDED JUNE 30, 2021**

Total General Fund expenditures were projected at \$23.5 million. The FY 2020-21 actual expenditures were below the total budgeted amount by \$1.4 million. In FY 2020-21, all departments ended the year with expenditures below budget.

**CAPITAL ASSETS AND DEBT ADMINISTRATION**

**Capital Assets**

The City's capital assets for its governmental and business-type activities as of June 30, 2021, totaled \$111.3 million, net of depreciation. These assets include buildings, infrastructure, land, machinery and equipment, park facilities, vehicles, water lines, and construction in progress. FY 2020-21 had a net decrease in capital assets of \$0.3 million. The decrease was mainly due to higher depreciation expense associated with the completion of projects from the prior year. For additional information see Note 3 of the Notes to Basic Financial Statements.

**Capital Assets**

	Governmental Activities		Business-type Activities		Totals	
	2020-21	2019-20	2020-21	2019-20	2020-21	2019-20
Land	\$ 34,558,469	\$ 34,558,469	\$ 4,427,416	\$ 4,427,416	\$ 38,985,885	\$ 38,985,885
Water rights	-	-	304,693	335,073	304,693	335,073
Construction in progress	1,016,144	620,667	926,823	215,560	1,942,967	836,227
Buildings & equipment	37,808,251	39,239,343	20,236,767	21,082,348	58,045,018	60,321,691
Infrastructure	11,987,336	11,106,557	-	-	11,987,336	11,106,557
Total assets	<u>\$ 85,370,200</u>	<u>\$ 85,525,036</u>	<u>\$ 25,895,699</u>	<u>\$ 26,060,397</u>	<u>\$ 111,265,899</u>	<u>\$ 111,585,433</u>

**Debt Administration**

Following is a summary of the City's long-term liabilities:

**Long-term Liabilities**

	Governmental Activities		Business-type Activities		Totals	
	2020 - 21	2019-20	2020 - 21	2019-20	2020 - 21	2019-20
Water revenue bonds	\$ -	\$ -	\$ 2,777,741	\$ 3,289,796	\$ 2,777,741	\$ 3,289,796
Leave revenue bonds	8,590,063	8,723,112	-	-	8,590,063	8,723,112
Advance from general fund	-	-	2,242,746	2,368,534	2,242,746	2,368,534
Capital lease obligations	-	-	-	-	-	-
Net pension liability	28,704,473	26,952,209	3,116,741	2,462,795	31,821,214	29,415,004
OPEB liability	9,670,216	10,066,415	1,048,268	1,091,216	10,718,484	11,157,631
Compensated absences	874,550	822,255	75,090	71,445	949,640	893,700
Total long-term liabilities	<u>\$ 47,839,302</u>	<u>\$ 46,563,991</u>	<u>\$ 9,260,586</u>	<u>\$ 9,283,786</u>	<u>\$ 57,099,888</u>	<u>\$ 55,847,777</u>

**CITY OF SIGNAL HILL**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**FISCAL YEAR ENDED JUNE 30, 2021**

The City has two bond issues outstanding at fiscal year-end. The water revenue bonds are part of the City's business-type activities and the outstanding bond liability is \$2.8 million at year-end. The lease revenue bonds are part of the City's governmental activities and the outstanding bond liability is \$8.6 million at year-end. Additional information on the City's long-term obligations can be found in the following Notes to Basic Financial Statements:

- Note 1K: Employee compensated absences
- Note 6: Long-term liabilities
- Note 7: Interfund Advances
- Note 9: Net pension liability
- Note 10: Net OPEB liability

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGET**

Throughout FY 2020-21, the impacts of Covid-19 continued to be felt across all sectors of the economy, including all levels of government. Cities were challenged by economic forecasts that contemplated an extreme spectrum of possibilities. While business sectors struggled early on, most have experienced improved conditions with the overall economy growing at a record pace. Although some retail sectors were significantly impacted, the City's specific mix of businesses have proven to be pandemic-resilient. As a result, the City did not experience the forecasted declines in sales tax, property tax and other taxes.

In developing the FY 2021-22 budget, staff utilized prior year results, current data, and industry forecasts while following the City's tradition of fiscal prudence. To deliver a balanced budget for FY 2021-22, the City utilized planned revenues and transfers that are equal to planned operating expenditures for the budget year. Most general fund revenue categories were adjusted to reflect current industry estimates based on a full economic recovery while still maintaining a conservative view and preparing for reopening and recovery. The City's Sales Tax was adjusted to reflect the new ongoing revenue stream, resident approved Signal Hill Measure R (SHR), a new three-quarter cent per dollar general transaction and use (sales) tax. The City's expenditures were developed as a conservative spending plan addressing City Council and community priorities while focusing on returning operations to full capacity, addressing deferred maintenance and operational needs, and delivering quality core municipal services with a skilled and talented workforce.

In response to the Covid-19 pandemic, the federal government created several relief programs to support local governments and communities. The FY 2021-22 budget includes the utilization of federal funds through the Coronavirus Aid, Relief, and Economic Security (CARES) Act, Federal Emergency Management Agency (FEMA) and the American Rescue Plan Act (ARPA).

If the economy continues to improve, with Measure SHR and the City's existing revenue base, the City is poised to continue to fully fund community priorities, including maintaining local streets and

**CITY OF SIGNAL HILL**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**FISCAL YEAR ENDED JUNE 30, 2021**

fixing potholes; maintaining sidewalks, street trees, storm drains, parks and recreation facilities and other infrastructure; preparing for natural disasters and public health emergencies; cleaning and maintaining public areas and removing graffiti; maintaining 9-1-1 emergency response times; providing financial assistance to residents and local businesses during natural disasters and public health emergencies; addressing homelessness; and providing crime prevention and investigation services.

Heading into 2022, Covid-19 variants remain a risk, inflation is on the rise, and supply chain issues continue; all factors that contribute to continued economic instability and uncertainty. Most economists maintain that supply/demand issues are temporary and once resolved will ease inflation and the overall economy will continue to grow albeit at a slower pace versus the strong growth experienced in the second half of 2021. Staff will continue to monitor forecasts as well as actual trends and data and propose budget adjustments as appropriate.

Covid-19 and its economic impacts have not only placed tremendous fiscal pressure on local governments but has also exposed the restrictive revenue options available to local governments and highlighted the importance of ongoing revenue diversification. Local governments, including Signal Hill, will be challenged to continue to seek diversification opportunities to address future economic storms. The City will seek to focus on strengthening existing revenue streams while identifying and developing new opportunities.

While it appears that the City will continue to be presented with challenges and opportunities in the year ahead resulting from the short- and long-term economic impacts of the coronavirus pandemic, the City's ongoing, prudent fiscal practices which include a consideration of future needs and planning, have enabled the City to achieve and maintain a positive, long-term stable financial condition. The City will continue to build on the accomplishments that have resulted in the fiscal stability of the City and will continue to deliver the services that provide a high quality of life to residents.

## **REQUESTS FOR INFORMATION**

This financial report is designed to provide a general overview of the City of Signal Hill's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Director of Finance at the City of Signal Hill, 2175 Cherry Avenue, Signal Hill, California 90755-3799.



**CITY OF SIGNAL HILL  
STATEMENT OF NET POSITION  
JUNE 30, 2021**

	Governmental Activities	Business-Type Activities	Totals
<b>ASSETS</b>			
Cash and Investments	\$ 56,084,962	\$ 3,701,531	\$ 59,786,493
Receivables			
Accounts	657,222	886,375	1,543,597
Accrued Interest	110,117	-	110,117
Loans	1,739,312	-	1,739,312
Due from Other Governments	5,211,119	-	5,211,119
From Successor Agency	11,762,606	-	11,762,606
Internal Balances	2,184,738	(2,184,738)	-
Prepaid Items	82,170	-	82,170
Land and Improvements Held for Resale, Net	1,040,642	-	1,040,642
Restricted Assets			
Cash and Investments	13,171	-	13,171
Capital Assets, not Depreciated	35,574,613	5,354,239	40,928,852
Capital Assets, Depreciated, Net of Accumulated Depreciation	49,795,587	20,541,460	70,337,047
Total Assets	164,256,259	28,298,867	192,555,126
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred Loss Amount on Debt Refunding	-	75,836	75,836
Pension Related	5,405,817	539,672	5,945,489
OPEB Related	2,583,547	280,061	2,863,608
Total Deferred Outflow of Resources	7,989,364	895,569	8,884,933
<b>LIABILITIES</b>			
Accounts Payable	3,324,986	971,154	4,296,140
Accrued Liabilities	2,931,640	-	2,931,640
Accrued Interest Payable	20,083	66,979	87,062
Deposits Payable	165,756	359,406	525,162
Unearned Revenue	1,695,081	-	1,695,081
Noncurrent Liabilities			
Due Within One Year	557,276	512,545	1,069,821
Due in More Than One Year			
Other	8,907,337	2,340,286	11,247,623
Net Pension Liability	28,704,473	3,116,741	31,821,214
Net OPEB Liability	9,670,216	1,048,268	10,718,484
Total Liabilities	55,976,848	8,415,379	64,392,227
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Pension Related	983,989	105,896	1,089,885
OPEB Related	671,212	72,760	743,972
Total Deferred Inflow of Resources	1,655,201	178,656	1,833,857
<b>NET POSITION</b>			
Net Investment in Capital Assets	76,772,294	22,683,944	99,456,238
Restricted for			
Capital Improvements	3,114,039	-	3,114,039
Development Impact	4,360,439	-	4,360,439
Transportation	3,865,885	-	3,865,885
Public Protection	208,469	-	208,469
Housing	5,877,955	-	5,877,955
Unrestricted	20,414,493	(2,083,543)	18,330,950
Total Net Position	<u>\$ 114,613,574</u>	<u>\$ 20,600,401</u>	<u>\$ 135,213,975</u>

See accompanying Notes to Financial Statements.

**CITY OF SIGNAL HILL  
STATEMENT OF ACTIVITIES  
YEAR ENDED JUNE 30, 2021**

	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
<b>GOVERNMENTAL ACTIVITIES</b>				
General Government	\$ 6,045,259	\$ 89,928	\$ 15,293	\$ -
Community Services	2,213,174	85,196	-	-
Police	11,009,108	169,193	244,523	-
Community Development	1,269,754	552,733	431,163	-
Public Works	4,858,616	1,006,015	1,128,471	937,517
Unallocated Infrastructure Depreciation	393,841	-	-	-
Total Governmental Activities	25,789,752	1,903,065	1,819,450	937,517
<b>BUSINESS-TYPE ACTIVITIES</b>				
Water	5,262,993	5,548,069	-	-
Total	<u>\$ 31,052,745</u>	<u>\$ 7,451,134</u>	<u>\$ 1,819,450</u>	<u>\$ 937,517</u>

**GENERAL REVENUES**

Taxes:

Property Tax

Franchise Tax

Oil Production Tax

Transient Occupancy Tax

Motor Vehicle In-Lieu Tax

Public Service Taxes

Intergovernmental - Unrestricted Shared Sales and Use Tax

Investment Income

Unrestricted Grants and Contributions

Total General Revenues

**CHANGE IN NET POSITION**

Net Position - Beginning of Year

**NET POSITION - END OF YEAR**

See accompanying Notes to Financial Statements.

Net (Expense) Revenue and  
Changes in Net Position

Governmental Activities	Business-type Activities	Total
\$ (5,940,038)	\$ -	\$ (5,940,038)
(2,127,978)	-	(2,127,978)
(10,595,392)	-	(10,595,392)
(285,858)	-	(285,858)
(1,786,613)	-	(1,786,613)
(393,841)	-	(393,841)
(21,129,720)	-	(21,129,720)
-	285,076	285,076
(21,129,720)	285,076	(20,844,644)
2,801,763	-	2,801,763
981,790	-	981,790
283,150	-	283,150
289,454	-	289,454
8,590	-	8,590
338,645	-	338,645
20,267,843	-	20,267,843
1,346,195	2,546	1,348,741
435,019	-	435,019
26,752,449	2,546	26,754,995
5,622,729	287,622	5,910,351
108,990,845	20,312,779	129,303,624
<u>\$ 114,613,574</u>	<u>\$ 20,600,401</u>	<u>\$ 135,213,975</u>

See accompanying Notes to Financial Statements.

**CITY OF SIGNAL HILL  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
JUNE 30, 2021**

	General	Housing Authority Special Revenue Fund	Capital Grants Special Revenue Fund
<b>ASSETS</b>			
Cash and Investments	\$ 35,263,112	\$ 5,217,935	\$ -
Accounts Receivable	657,222	-	-
Accrued Interest Receivable	109,517	-	-
Due from Other Funds	245,577	-	-
Due from Other Governments	4,918,421	-	73,973
Receivable Due from Successor Agency	11,762,606	-	-
Prepaid Items	42,693	-	-
Loans Receivable	-	1,733,275	-
Advances to Other Funds	2,249,878	-	-
Land and Improvements Held for Resale, Net	425,001	615,641	-
Restricted Assets:			
Cash and Investments	-	-	-
Total Assets	<u>\$ 55,674,027</u>	<u>\$ 7,566,851</u>	<u>\$ 73,973</u>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>			
<b>LIABILITIES</b>			
Accounts Payable	\$ 839,350	\$ -	\$ -
Accrued Liabilities	2,926,682	-	-
Deposits Payable	165,756	-	-
Unearned Revenue	7,279	-	-
Due to Other Funds	-	-	73,973
Advances from Other Funds	-	1,694,934	-
Total Liabilities	3,939,067	1,694,934	73,973
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Unavailable Revenues	<u>3,708,759</u>	<u>-</u>	<u>36,579</u>
<b>FUND BALANCES (DEFICITS)</b>			
Nonspendable	2,717,572	-	-
Restricted	-	5,871,917	-
Committed	24,952,980	-	-
Unassigned	20,355,649	-	(36,579)
Total Fund Balances (Deficits)	<u>48,026,201</u>	<u>5,871,917</u>	<u>(36,579)</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficits)	<u>\$ 55,674,027</u>	<u>\$ 7,566,851</u>	<u>\$ 73,973</u>

See accompanying Notes to Financial Statements.

Capital Improvement Capital Projects Fund	Other Governmental Funds	Total Governmental Funds
\$ 2,835,156	\$ 11,121,118	\$ 54,437,321
-	-	657,222
-	600	110,117
-	-	245,577
-	218,725	5,211,119
-	-	11,762,606
-	-	42,693
-	6,037	1,739,312
-	1,687,802	3,937,680
-	-	1,040,642
-	13,171	13,171
<u>\$ 2,835,156</u>	<u>\$ 13,047,453</u>	<u>\$ 79,197,460</u>
\$ 2,435,154	\$ 27,621	\$ 3,302,125
-	4,958	2,931,640
-	-	165,756
-	1,687,802	1,695,081
-	171,604	245,577
-	-	1,694,934
2,435,154	1,891,985	10,035,113
-	600	3,745,938
-	-	2,717,572
400,002	11,154,868	17,426,787
-	-	24,952,980
-	-	20,319,070
<u>400,002</u>	<u>11,154,868</u>	<u>65,416,409</u>
<u>\$ 2,835,156</u>	<u>\$ 13,047,453</u>	<u>\$ 79,197,460</u>

See accompanying Notes to Financial Statements.

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**CITY OF SIGNAL HILL  
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE TO THE  
STATEMENT OF NET POSITION  
YEAR ENDED JUNE 30, 2021**

Fund Balances - Total Governmental Funds \$ 65,416,409

Amounts reported for governmental activities in the Statement of Net Position are different because:

Capital assets used in governmental activities (excluding those in the internal service fund) are not current financial resources and therefore are not reported in the funds. Those assets consist of:

Land	\$ 34,558,469	
Construction in Progress	958,233	
Infrastructure, Net of \$18,183,381 Accumulated Depreciation	11,987,336	
Structures and Improvements, Net of \$10,682,602 Accumulated Depreciation	36,300,324	
Vehicles, Equipment and Furniture, Net of \$2,492,135 Accumulated Depreciation	<u>530,444</u>	
Total Capital Assets Used in Governmental Activities		84,334,806

Certain receivables will be collected after year-end, but are not available soon enough to pay for current-period expenditures, and therefore are offset by unavailable revenues in the governmental funds. 3,745,938

Internal service funds are used by management to charge the costs of rendering motor vehicle and equipment services to City departments. The assets and liabilities of the internal service funds are included in governmental activities in the Statement of Net Position. 2,432,390

Deferred outflows and inflows of resources relating to pensions and OPEB are not reported in the governmental funds because they are applicable to future periods:

Deferred Outflow of Resources - Pension	5,385,731	
Deferred Outflow of Resources - OPEB	2,549,184	
Deferred Inflow of Resources - Pension	(980,048)	
Deferred Inflow of Resources - OPEB	<u>(662,284)</u>	
		6,292,583

Long-term liabilities and related accrued interest payable are not due and payable in the current period and, therefore, are not reported in the governmental funds:

Interest Payable	(20,083)	
Revenue Bonds Payable	(8,590,063)	
Compensated Absences	(868,343)	
Net Pension Liability	(28,588,469)	
Net OPEB Liability	<u>(9,541,594)</u>	
		<u>(47,608,552)</u>

Net Position of Governmental Activities \$ 114,613,574

See accompanying Notes to Financial Statements.

**CITY OF SIGNAL HILL**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES**  
**GOVERNMENTAL FUNDS**  
**YEAR ENDED JUNE 30, 2021**

	General	Housing Authority Special Revenue Fund	Capital Grants Special Revenue Fund
<b>REVENUES</b>			
Property Taxes	\$ 2,525,205	\$ -	\$ -
Sales and Use Tax	20,267,843	-	-
Other Taxes	1,669,978	-	-
Licenses and Permits	678,809	-	-
Intergovernmental Revenues	35,348	-	560,001
Charges for Services	1,271,900	-	-
Fines and Forfeitures	175,417	-	-
Investment Income	1,071,070	29,541	-
Other Revenue	435,020	-	-
Total Revenues	<u>28,130,590</u>	<u>29,541</u>	<u>560,001</u>
<b>EXPENDITURES</b>			
Current			
General Government	5,741,321	-	-
Community Services	1,378,005	-	-
Police	9,104,514	-	-
Community Development	988,773	19,024	-
Public Works	4,404,552	-	-
Capital Outlay	110,815	-	-
Debt Service			
Principal	110,000	-	-
Interest	239,900	-	-
Total Expenditures	<u>22,077,880</u>	<u>19,024</u>	<u>-</u>
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	6,052,710	10,517	560,001
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers In	516,472	199,029	1,186
Transfers Out	(794,594)	-	(597,766)
Total Other Financing Sources (Uses)	<u>(278,122)</u>	<u>199,029</u>	<u>(596,580)</u>
<b>NET CHANGE IN FUND BALANCES</b>	5,774,588	209,546	(36,579)
Fund Balances - Beginning of Year	<u>42,251,613</u>	<u>5,662,371</u>	<u>-</u>
<b>FUND BALANCES - END OF YEAR</b>	<u>\$ 48,026,201</u>	<u>\$ 5,871,917</u>	<u>\$ (36,579)</u>

See accompanying Notes to Financial Statements.



Capital Improvement Capital Projects Fund	Other Governmental Funds	Total Governmental Funds
\$ -	\$ -	\$ 2,525,205
-	-	20,267,843
-	341,742	2,011,720
-	-	678,809
-	1,912,951	2,508,300
-	117,652	1,389,552
-	-	175,417
-	9,956	1,110,567
-	-	435,020
-	2,382,301	31,102,433
-	-	5,741,321
-	-	1,378,005
-	241,871	9,346,385
-	264,784	1,272,581
-	65,744	4,470,296
2,051,372	-	2,162,187
-	-	110,000
-	-	239,900
2,051,372	572,399	24,720,675
(2,051,372)	1,809,902	6,381,758
2,051,374	-	2,768,061
-	(1,375,701)	(2,768,061)
2,051,374	(1,375,701)	-
2	434,201	6,381,758
400,000	10,720,667	59,034,651
\$ 400,002	\$ 11,154,868	\$ 65,416,409

See accompanying Notes to Financial Statements.

**CITY OF SIGNAL HILL  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF ACTIVITIES  
YEAR ENDED JUNE 30, 2021**

Net Change in Fund Balances - Total Governmental Funds		\$ 6,381,758
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.		
Capital Outlay	\$ 1,670,097	
Depreciation Expense	<u>(1,652,996)</u>	17,101
The issuance of long-term debt provides current financial resources to governmental funds, while repayment of the principal of long-term debt consumes the current financial resources of the governmental funds. Issuance of debt increase long-term liabilities and the repayment of principal reduces long-term liabilities in the statement of net position:		
Repayment of Revenue Bonds		110,000
Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.		
Net Change in Compensated Absences	(48,572)	
Net Change in Accrued Interest Payable	9	
Amortization of Bond Premium	<u>23,049</u>	(25,514)
Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the governmental funds. Conversely, collection of these revenues are reported in the governmental funds, but not in the Statement of Activities since they have been recognized in previous years.		
		308,730
Internal service funds are used by management to charge the costs of rendering motor vehicle and equipment services to City departments. The net revenue of the internal service fund is reported with governmental activities.		
		102,556
Pension expense reported in the governmental funds includes the employer contributions made to the City's pension plan. In the Statement of Activities, pension expense includes the change in the net pension liability and related change in pension amounts for deferred outflows of resources and deferred inflows of resources.		
		(1,361,131)
OPEB expense reported in the governmental funds includes the employer contributions made to the City's OPEB plan. In the Statement of Activities, OPEB expense includes the change in the net OPEB liability and related change in OPEB amounts for deferred outflows of resources and deferred inflows of resources.		
		89,229
Change in Net Position of Governmental Activities	<u>\$ 5,622,729</u>	

See accompanying Notes to Financial Statements.

**CITY OF SIGNAL HILL  
STATEMENT OF NET POSITION  
PROPRIETARY FUNDS  
JUNE 30, 2021**

	Business-type Activity	Governmental Activity
	Water Enterprise Fund	Vehicle and Equipment Internal Service Fund
<b>ASSETS</b>		
Current Assets		
Cash and Investments	\$ 3,701,531	\$ 1,647,641
Accounts Receivable, Net	886,375	-
Inventory	-	39,477
Total Current Assets	<u>4,587,906</u>	<u>1,687,118</u>
Noncurrent Assets		
Capital Assets		
Land	4,427,416	-
Construction in Progress	926,823	57,911
Depreciable Assets, Net of Accumulated Depreciation	<u>20,541,460</u>	<u>977,483</u>
Total Noncurrent Assets	<u>25,895,699</u>	<u>1,035,394</u>
Total Assets	<u>30,483,605</u>	<u>2,722,512</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Deferred Amount on Debt Refunding	75,836	-
Deferred Outflows - Pension Related	539,672	20,086
Deferred Outflows - OPEB Related	<u>280,061</u>	<u>34,363</u>
Total Deferred Outflows of Resources	<u>895,569</u>	<u>54,449</u>
<b>LIABILITIES</b>		
Current Liabilities		
Accounts Payable	971,154	22,861
Accrued Interest Payable	66,979	-
Refundable Deposits	359,406	-
Advances from Other Funds	2,242,746	-
Current Portion of Long-Term Liabilities		
Water Revenue Refunding Bonds	475,000	-
Compensated Absences	<u>37,545</u>	<u>3,104</u>
Total Current Liabilities	<u>4,152,830</u>	<u>25,965</u>
Long-Term Liabilities		
Water Revenue Refunding Bonds	2,302,741	-
Compensated Absences	37,545	3,103
Net Pension Liability	3,116,741	116,004
Net OPEB Liability	<u>1,048,268</u>	<u>128,622</u>
Total Long-Term Liabilities	<u>6,505,295</u>	<u>247,729</u>
Total Liabilities	10,658,125	273,694
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Deferred Inflows - Pension Related	105,896	3,941
Deferred Inflows - OPEB Related	<u>72,760</u>	<u>8,928</u>
Total Deferred Inflows of Resources	<u>178,656</u>	<u>12,869</u>
<b>NET POSITION</b>		
Net Investment in Capital Assets	22,683,944	1,032,290
Unrestricted	<u>(2,141,551)</u>	<u>1,458,108</u>
Total Net Position	20,542,393	<u>\$ 2,490,398</u>
Adjustment to reflect the consolidation of internal service fund activities related to enterprise funds	<u>58,008</u>	
Net Position of Business-Type Activity	<u>\$ 20,600,401</u>	

See accompanying Notes to Financial Statements.

**CITY OF SIGNAL HILL**  
**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION**  
**PROPRIETARY FUNDS**  
**YEAR ENDED JUNE 30, 2021**

	Business-type Activity	Governmental Activity
	Water Enterprise Fund	Vehicle and Equipment Internal Service Fund
<b>OPERATING REVENUES</b>		
Charges for Services	\$ 5,521,074	\$ 533,134
Other Operating Revenues	26,995	9,314
Total Operating Revenues	<u>5,548,069</u>	<u>542,448</u>
<b>OPERATING EXPENSES</b>		
Personnel Services	1,904,451	116,961
Contractual Services	189,454	31,273
Supplies	1,258,182	40,532
Material and Repairs	145,962	19,866
Utilities	206,819	-
Depreciation/Amortization	896,031	198,247
Other	562,774	16,864
Total Operating Expenses	<u>5,163,673</u>	<u>423,743</u>
<b>OPERATING INCOME (LOSS)</b>	<u>384,396</u>	<u>118,705</u>
<b>NONOPERATING REVENUES (EXPENSES)</b>		
Investment Income	2,546	1,318
Interest Expense	(116,787)	-
Total Nonoperating Revenues (Expenses)	<u>(114,241)</u>	<u>1,318</u>
<b>CHANGES IN NET POSITION</b>	270,155	120,023
Net Position - Beginning of Year	<u>20,272,238</u>	<u>2,370,375</u>
<b>NET POSITION - END OF YEAR</b>	<u>\$ 20,542,393</u>	<u>\$ 2,490,398</u>
Adjustment to reflect the consolidation of internal service fund activities related to enterprise funds	<u>17,467</u>	
Change in Net Position of Business-Type Activity	<u>\$ 287,622</u>	

See accompanying Notes to Financial Statements.

**CITY OF SIGNAL HILL  
STATEMENT OF CASH FLOWS  
PROPRIETARY FUNDS  
YEAR ENDED JUNE 30, 2021**

	Business-type Activity	Governmental Activity
	Water Enterprise Fund	Vehicle and Equipment Internal Service Fund
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Receipts from Customers	\$ 5,366,995	\$ -
Receipts from Interfund Services Provided	-	542,494
Payments to Suppliers	(1,970,442)	(222,114)
Payments to Employees	(1,320,084)	(157,197)
Net Cash Provided by Operating Activities	<u>2,076,469</u>	<u>163,183</u>
<b>CASH FLOWS FROM NONCAPITAL AND RELATED FINANCING ACTIVITIES</b>		
Net Cash Paid to Other Funds	<u>(125,788)</u>	<u>-</u>
Net Cash Provided (Used) by Noncapital and Related financing Activities	(125,788)	-
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>		
Capital Grants	166,719	-
Acquisition of Property, Plant and Equipment	(731,333)	(26,310)
Principal Paid	(460,000)	-
Interest Paid	(179,019)	-
Net Cash used by Capital and Related Financing Activities	<u>(1,203,633)</u>	<u>(26,310)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Investment income	<u>2,546</u>	<u>1,318</u>
<b>NET INCREASE IN CASH AND CASH EQUIVALENTS</b>	749,594	138,191
Cash and Cash Equivalents - Beginning of Year	<u>2,951,937</u>	<u>1,509,450</u>
<b>CASH AND CASH EQUIVALENTS - END OF YEAR</b>	<u>\$ 3,701,531</u>	<u>\$ 1,647,641</u>
<b>RECONCILIATION OF CASH AND CASH EQUIVALENTS TO AMOUNTS REPORTED ON THE STATEMENT OF NET POSITION</b>		
Cash and Investments	<u>\$ 3,701,531</u>	<u>\$ 1,647,641</u>

(Continued)

See accompanying Notes to Financial Statements.

**CITY OF SIGNAL HILL  
STATEMENT OF CASH FLOWS (CONTINUED)  
PROPRIETARY FUNDS  
YEAR ENDED JUNE 30, 2021**

	Business-type Activity	Governmental Activity
	Water Enterprise Fund	Vehicle and Equipment Internal Service Fund
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED BY OPERATING ACTIVITIES</b>		
Operating Income (Loss)	\$ 384,396	\$ 118,705
Depreciation/Amortization	896,031	198,247
Change in Assets, Deferred Outflows of Resources, Liabilities, and		
Deferred Inflows of Resources:		
(Increase) Decrease in Assets:		
Accounts Receivable	(179,353)	46
Prepaid Items	-	(21,908)
Deferred Outflows of Resources - Pensions	19,721	18,040
Deferred Outflows of Resources - OPEB	3,622	445
Increase (Decrease) in Liabilities:		
Accounts Payable	392,749	(91,671)
Refundable Deposits	(1,721)	-
Compensated Absences	3,645	3,723
Deferred Inflows of Resources - Pensions	(83,142)	(8,943)
Deferred Inflows of Resources - OPEB	29,523	3,623
Net Pension Liability	653,946	(51,854)
Net OPEB Liability	(42,948)	(5,270)
Net Cash Provided by Operating Activities	<u>\$ 2,076,469</u>	<u>\$ 163,183</u>

See accompanying Notes to Financial Statements.

**CITY OF SIGNAL HILL  
STATEMENT OF FIDUCIARY NET POSITION  
FIDUCIARY FUNDS  
JUNE 30, 2021**

	Successor Agency to the Signal Hill Redevelopment Agency Private-Purpose Trust Fund	Other Postemployment Benefit Trust Fund
<b>ASSETS</b>		
Cash and Investments	\$ 5,645,476	\$ 3,633,800
Restricted Cash and Investments	7,706,443	-
Accounts Receivable	14,480	-
Capital Assets		
Land	8,906,485	-
Total Assets	<u>22,272,884</u>	<u>3,633,800</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Deferred Loss Amount on Debt Refunding	<u>873,031</u>	<u>-</u>
<b>LIABILITIES</b>		
Accounts Payable	2,845,681	-
Accrued Liabilities	1,323,791	-
Accrued Interest Payable	508,120	-
Refundable Deposits	105,000	-
Long-Term Liabilities		
Due Within One Year	-	-
Due in More Than One Year	40,928,657	-
Payable to the City of Signal Hill	11,762,606	-
Total Liabilities	<u>57,473,855</u>	<u>-</u>
<b>NET POSITION</b>		
Held in Trust	<u><u>\$ (34,327,940)</u></u>	<u><u>\$ 3,633,800</u></u>

See accompanying Notes to Financial Statements.

**CITY OF SIGNAL HILL  
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION  
FIDUCIARY FUNDS  
YEAR ENDED JUNE 30, 2021**

	Successor Agency to the Signal Hill Redevelopment Agency Private-Purpose Trust Fund	Other Postemployment Benefit Trust Fund
<b>ADDITIONS</b>		
Distributions from County-Administered Redevelopment Property Tax Trust Fund	\$ 11,989,180	\$ -
Contributions - Employer	-	135,293
Contributions - Employee	-	65,478
Investment Earnings	2,701	642,090
Total Additions	<u>11,991,881</u>	<u>842,861</u>
<b>DEDUCTIONS</b>		
Personnel Services	236,391	-
Contractual Services	12,255	-
Project Costs	2,718,854	-
Interest	2,016,383	-
Administrative Expenses	-	18,569
Total Deductions	<u>4,983,883</u>	<u>18,569</u>
<b>CHANGE IN NET POSITION</b>	7,007,998	824,292
NET POSITION - BEGINNING OF YEAR, AS RESTATED	<u>(41,335,938)</u>	<u>2,809,508</u>
<b>NET POSITION - END OF YEAR</b>	<u><u>\$ (34,327,940)</u></u>	<u><u>\$ 3,633,800</u></u>

See accompanying Notes to Financial Statements.



**NOTES TO THE FINANCIAL STATEMENTS**

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**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. Reporting Entity**

The reporting entity City of Signal Hill includes the accounts of the City of Signal Hill (the primary government), the Signal Hill Public Financing Authority (the Financing Authority), and the Signal Hill Housing Authority (the Housing Authority).

The City of Signal Hill was incorporated in 1924 under the general laws of the State of California and enjoys all the rights and privileges pertaining to "General Law" cities. On November 7, 2000, the Charter of the City of Signal Hill was adopted by a vote of the people. As a result, the City will enjoy all rights and privileges pertaining to "Charter Law" cities.

The Signal Hill Public Financing Authority was formed October 15, 1996, as a joint power of authority between the City and the former Signal Hill Redevelopment Agency (the Agency) for the purpose of providing financing and funding of public capital improvements.

The Signal Hill Housing Authority was formed December 12, 2000 pursuant to provisions of the California Health and Safety Code. The primary purpose of the Housing Authority is to provide suitable, safe and sanitary housing opportunities for the City's residents.

The Signal Hill Municipal Financing Authority was formed August 22, 2017 as a joint power of authority between the Housing Authority and the City for the purpose of assisting the City and the Housing Authority with their respective financings.

The City of Signal Hill is the primary government unit. Component units are those entities which are financially accountable to the primary government, either because the City appoints a voting majority of the component unit's Board, or because the component unit will provide a financial benefit or impose a financial burden on the City. The Financing Authority, Housing Authority, and Municipal Financing Authority have been accounted for as "blended" component units of the City. Despite being legally separate, the Financing Authority, Housing Authority, and Municipal Financing Authority are so intertwined with the City that they are, in substance, part of the City's operations. Accordingly, the balances and transactions of the Financing Authority, Housing Authority, and Municipal Financing Authority are reported within the funds of the City. Separate financial statements of the Financing Authority, Housing Authority, and Municipal Financing Authority are not prepared.

The following criteria were used in determining that the Financing Authority, Housing Authority, and Municipal Financing Authority were "blended" component units:

- The members of the City Council also act as the governing body of the Financing Authority, Housing Authority, and Municipal Financing Authority.
- The Financing Authority, Housing Authority, and Municipal Financing Authority are managed by employees of the City. A portion of the City's salary and overhead expenses is billed to the Authorities each year.
- The City, Financing Authority, Housing Authority, and Municipal Financing Authority are financially interdependent.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**B. Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the City. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and the major individual enterprise fund are reported as separate columns in the fund financial statements.

**C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund statements. Under the economic resources measurement focus, all assets, deferred outflows of resources, liabilities, and deferred inflows of resources (current and long term) are reported. Under the accrual basis of accounting, revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the fiscal year in which the taxes are levied. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all the eligibility requirements imposed by the provider have been met.

**CITY OF SIGNAL HILL**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)**

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the water enterprise fund and of the government's internal service funds are charges to customers for services. Operating expenses for the proprietary funds include the cost of services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under the current financial resources measurement focus, generally only current assets and current liabilities are reported in the governmental funds. Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Under the modified accrual basis of accounting, revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, except for principal and interest on long term liabilities, claims and judgments, and compensated absences which are recognized as expenditures only when payment is due.

Property taxes, taxpayer-assessed taxes, such as sales taxes, gas taxes, transient occupancy taxes and oil production taxes, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government.

Private purpose trust and pension (and other employee benefit) trust fiduciary funds are reported using the economic resources measurement focus and the accrual basis of accounting.

The accounts of the City are organized and operated on the basis of funds, each of which is considered a separate accounting entity with a self-balancing set of accounts, established for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation  
(Continued)**

The City reports the following major governmental funds:

The General Fund is the general operating fund of the City. All general tax revenues and other receipts allocated by law or contractual agreement to other funds are accounted for in this fund. Expenditures of this fund include general operating costs not paid through other funds.

The Housing Authority Special Revenue Fund is used to account for the activities of the Housing Authority. 20 percent of collections on the City's advances to the former redevelopment agency are to be deposited into this fund for purposes of the City's affordable housing needs.

The Capital Grants Special Revenue Fund is used to account for projects funded by various grants received from other government agencies. The majority of funds received are transferred to the Capital Improvements Capital Projects fund to finance the related capital project expenditures. The amount of activity in this fund varies from year-to-year, and this fund is consistently reported as a major governmental fund.

The Capital Improvement Capital Projects Fund is used to account for major capital improvement projects not accounted for in other funds.

The City reports the following major enterprise fund:

The Water Enterprise Fund is used to account for financial activity relative to the purchase, production, storage and distribution of water used by the community, as well as the maintenance, repair and replacement of related equipment and pipeline. Revenues consist primarily of water sales.

Additionally, the City reports the following fund types:

**Proprietary Funds**

The Internal Service Fund is used to account for the furnishing of vehicle and equipment services to departments within the City. Costs of materials and services used are accumulated in this fund and charged to the user departments as such vehicles and equipment are used or services rendered.

**Fiduciary Funds**

The Private Purpose Trust Fund is used to account for the county auditor controller's semi-annual property tax distributions from the Redevelopment Property Tax Trust Fund of the Successor Agency of the former Signal Hill Redevelopment Agency to pay amounts due on enforceable obligations and to pay for specified administrative costs.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation  
(Continued)**

**Fiduciary Funds (Continued)**

The Pension (and Other Employee Benefit) Trust Fund is used to account for resources that are held in an irrevocable trust for the benefit of participants in the City's other postemployment benefit plan.

**D. Implementation of New Accounting Pronouncements**

GASB Statement No. 84, *Fiduciary Activities* became effective for fiscal years beginning after December 15, 2019. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. The City has implemented this Statement.

The implementation of this Statement required the City to include the Other Postemployment Benefit Trust, which had not been previously reported, to the fiduciary fund financial statements presentation. As a result, the beginning net position of this Fund has been reported as being restated to represent the beginning balance of the Other Postemployment Benefit Trust of \$2,809,508 as of July 1, 2020.

**E. Cash and Cash Equivalents**

The Water Enterprise Fund and Vehicle and Equipment Internal Service Fund participate in the pooling of City-wide cash and investments. Amounts from the pool are available to these funds on demand. Therefore, the cash and investments (restricted and unrestricted) reported in the Water Enterprise Fund and Vehicle and Equipment Internal Services Fund are considered to be cash and cash equivalents for purposes of the statement of cash flows.

**F. Cash and Investments**

Investments are reported in the accompanying basic financial statements at fair value, which is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Investments in external pools are valued based on the stated fair value represented by the external pool.

Changes in fair value that occur during a fiscal year are recognized as investment income reported for that fiscal year. Investment income includes interest earnings, changes in fair value, and any gains or losses realized upon the liquidation or sale of investments. The City pools cash and investments of all funds, except for assets held by fiscal agents. Each fund's share in this pool is displayed in the accompanying financial statements as cash and investments.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**G. Restricted Assets**

Restricted assets are reported for certain cash and investments that are to be used for civic center improvement projects.

**H. Capital Assets**

Capital assets, which include land, site improvements, buildings and improvements, equipment and infrastructure assets, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Infrastructure assets consist of roads, bridges, trails, traffic signals and sewer lines. Capital assets are defined by the City as assets, with an initial cost of more than \$5,000 and a useful life that is greater than one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Capital assets are depreciated/amortized using the straight-line method over the following estimated useful lives:

Structures and improvements – Water Enterprise	20 to 50 years
Structures and improvements – other than Water Enterprise	5 to 40 years
Water rights	40 years
Equipment and furniture	3 to 20 years
Vehicles and major equipment	3 to 15 years
Infrastructure	40 to 90 years

**I. Prepaid Items**

Certain payments to vendors reflect costs applicable to a future accounting period and are recorded as prepaid items in both government-wide and fund financial statements. The cost of prepaid items are recorded as expenditures/expenses during the periods benefited.



**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**J. Deferred Outflows/Inflows of Resources**

In addition to assets, the Statement of Net Position and the Governmental Funds Balance Sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to future periods and so will not be recognized as an outflow of resources (expense/expenditure) until that time. The City has the following items that qualify for reporting in this category:

- Deferred loss amounts on refunding, net of accumulated amortization, are reported in the government wide statement of net position, the Water Enterprise Fund, and the Successor Agency to the Signal Hill Redevelopment Agency Private-Purpose Trust Fund. A deferred loss amount on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt.
- Deferred outflows related to pensions equal to employer contributions made after the measurement date of the net pension liability.
- Deferred outflows related to pension and OPEB plans for differences between expected and actual experience and changes in assumptions. These amounts are amortized over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pension and OPEB benefits through the plans.
- Deferred inflows related to the pension plans resulting from the net differences between projected and actual earnings on plan investments of the pension plans fiduciary net position. These amounts are amortized over five years.

In addition to liabilities, the Statement of Net Position and the Governmental Funds Balance Sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to future periods and will not be recognized as an inflow of resources (revenue) until that time. The City has the following items that qualify for reporting in this category:

- Deferred inflows from unavailable revenues, which arises only under a modified accrual basis of accounting, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues for amounts which have been earned but which are not received within the City's defined availability period. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**J. Deferred Outflows/Inflows of Resources (Continued)**

- Deferred inflows related to pension and OPEB plans for differences between expected and actual experience. These amounts are amortized over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the plans.
- Deferred inflows from pensions resulting from changes in assumptions and changes in employer's proportion and differences between employer contributions and the proportionate share of employers contributions. These amounts are amortized over a closed period equal to the average expected remaining service lives of all employees that are provided with pensions through the respective plans.
- Deferred inflows related to the OPEB plan resulting from the net differences between projected and actual earnings on plan investments of the OPEB plans fiduciary net position. These amounts are amortized over five years.

**K. Employee Compensated Absences**

Compensated absences are reported in governmental funds as a liability, only if they have matured. The balance of unpaid vacation and compensatory time at year-end is recorded as a long-term liability of the governmental activities, as these amounts will be liquidated from future resources rather than expendable available financial resources. Compensated absences are primarily liquidated in the General Fund.

Unpaid compensated absences in proprietary fund types are recorded as a liability in those funds as vested benefits to the employees accrue.

The City does not reimburse for unused sick pay upon an employee's separation other than for retirement. The percentage pay-off at retirement varies based on employee group agreements and/or years of service of employment. The City has an annual cash-out program ranging from 48 - 80 annual maximum hours for its employees based on tiered, years of service of employment. The balance of unused sick pay at fiscal year-end for those employees who meet minimum eligibility requirements, is recorded as a long-term liability, as these amounts will be liquidated from future resources rather than expendable available resources.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**L. Pensions**

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the City of Signal Hill's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Pension liabilities are primarily liquidated from the General Fund. Investments are reported at fair value.

**M. OPEB**

For purposes of measuring the net OPEB liability and deferred outflows/inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the City's OPEB Plan and additions to/deductions from the OPEB Plans' fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, the City's OPEB Plan recognizes benefit payments when due and payable in accordance with the benefit terms. OPEB liabilities are primarily liquidated from the General Fund. Investments are reported at fair value.

**N. Fund Balances**

The fund balances reported on the fund statements consist of the following categories:

Nonspendable - This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

Restricted - This classification includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers or through enabling legislation.

Committed - This classification includes amounts that can be used only for the specific purposes determined by the City Council through the adoption of a resolution prior to the end of the fiscal year. Once adopted, the limitation imposed by the resolution remains in place until a similar action is taken to remove or revise the limitation.

Assigned - This classification includes amounts to be used by the government for specific purposes but do not meet the criteria to be classified as committed. The City Council assigns fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**N. Fund Balances (Continued)**

Unassigned - This classification includes the residual balance for the government's general fund and includes all spendable amounts not contained in other classifications. In other funds, the unassigned classification is used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed or assigned.

The City's minimum fund balance policy is to maintain, in reserves, six months of General Fund operating expenditures.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balances are available, the City's policy is to apply restricted fund balance first. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is applied first, followed by assigned fund balance, and then finally unassigned fund balance.

**O. Property Taxes**

Property taxes are an enforceable lien on property as of January 1. Taxes are levied on July 1 and are payable in two installments on November 1 and February 1, which become delinquent on December 10 and April 10, respectively. The County of Los Angeles bills and collects property taxes for the City. Remittance of property taxes to the City is accounted for in the City's General Fund.

**P. Claims and Judgments**

When it is probable that a claim liability has been incurred at year-end and the amount of the loss can be reasonably estimated, the City records the estimated loss, net of any insurance coverage under its self insurance program claims payable, which includes an estimate for incurred FY 20but not reported claims (IBNR).

Under the City's self-insurance program, deposits to the Joint Powers Insurance Authority (Note 14) are recorded as insurance expenditures in the period to which they relate in the General Fund. These deposits are subject to retrospective adjustment. Favorable claims experience in prior years results in a refund of deposits from the Insurance Authority and such refunds, if any, are recorded as deposits since they will be used to offset future deposit requirements. Adverse claims experience in prior years results in the payment of additional deposits which are recorded as insurance expenditures when incurred.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Q. Net Position**

Net position reported in the government wide and proprietary fund financial statements are classified into three components - net investment in capital assets; restricted; and unrestricted. These classifications are defined as follows:

- Net investment in capital assets - This component of net position consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other liabilities that are attributable to the acquisition, construction, or improvement of those assets. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds are not included in the calculation of net investment in capital assets. Rather, that portion of the debt is included in the same net position component as the unspent proceeds.

At June 30, 2021, net investment in capital assets, was determined as follows:

	Governmental Activities	Business-type Activity
Capital Assets, Net of Accumulated Depreciation	\$ 85,370,200	\$ 25,895,699
Less:		
Bonds, Net of Unamortized Premiums and Discounts	(8,590,063)	(2,777,741)
Accounts Payable Related to Capital Assets	(135,999)	(454,405)
Retentions Payable Related to Capital Assets	(16,868)	(55,445)
Add Back:		
Unamortized Deferred Loss Amount on Debt Refunding	-	75,836
Bond Proceeds not Available for Capital Purposes	145,024	-
Unspent Bonds Proceeds	-	-
Total	<u>\$ 76,772,294</u>	<u>\$ 22,683,944</u>

- Restricted net position - This component of net position consists of constraints placed on net position use through external constraints imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.
- Unrestricted net position - This component of net position consists of net position that does not meet the definition of "net investment in capital assets" or "restricted."

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**R. Net Position Flow Assumptions**

Sometimes the City will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted - net position and unrestricted - net position in the government wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied.

It is the City's practice to consider restricted - net position to have been depleted before unrestricted - net position is applied, however it is at the Council's discretion.

**S. Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that effect certain reported amounts and disclosures. Specifically, the City has made certain estimates and assumptions related to the collectability of its receivables (e.g. accounts receivable, intergovernmental receivables, loans receivable, amounts due from other funds and amounts advanced to other funds), the depreciation of its capital assets and the ultimate outcome of claims and judgments. Actual results could differ from those estimates and assumptions.

**NOTE 2 CASH AND INVESTMENTS**

**Cash and Investments**

Cash and investments at June 30, 2021 are classified in the accompanying financial statements as follows:

	Government- Wide Statement of Net Position	Fiduciary Funds Statement of Net Position	Total
Cash and Investments	\$ 59,786,493	\$ 9,279,276	\$ 69,065,769
Restricted Cash and Investments	13,171	7,706,443	7,719,614
Total Cash and Investments	<u>\$ 59,799,664</u>	<u>\$ 16,985,719</u>	<u>\$ 76,785,383</u>

Cash and investments at June 30, 2021 consisted of the following:

Cash on Hand	\$ 3,350
Deposits with Financial Institutions	2,510,757
Investments	74,271,276
Total Cash and Investments	<u>\$ 76,785,383</u>

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 2 CASH AND INVESTMENTS (CONTINUED)**

**Investments Authorized by the California Government Code and the City's Investment Policy**

The table below identifies the investment types that are authorized for the City by the California Government Code (or the City's investment policy, where more restrictive). The table also identifies certain provisions of the California Government Code (or the City's investment policy, where more restrictive) that address interest rate risk, credit risk, and concentration of credit risk. This table does not address investments of debt proceeds held by bond trustee that are governed by the provisions of debt agreements of the City, rather than the general provisions of the California Government Code or the City's investment policy.

<u>Authorized Investment Type</u>	<u>Maximum Maturity</u>	<u>Maximum Percentage of Portfolio*</u>	<u>Maximum Investment in One Issuer</u>
United States Treasury Obligations	5 years	None	None
United States Government Sponsored Agency Securities	5 years	None	None
Bankers Acceptances	180 days	40%	10%
Time Certificate of Deposits	1 year	30%	10%
Commercial Paper	270 days	25%	10%
Negotiable Certificates of Deposit	5 years	30%	10%
Repurchase Agreements	1 year	None	None
Medium-Term Corporate Notes	5 years	30%	10%
Local Agency Investment Fund (LAIF)	N/A	None	None
Mutual Funds	N/A	20%	10%
County Pooled Funds	N/A	None	None

N/A - Not Applicable

\* Excluding amounts held by bond trustee that are not subject to California Government Code restrictions

**Investments Authorized by Debt Agreements**

Investments of debt proceeds held by bond trustee are governed by provisions of the debt agreements, rather than the general provisions of the California Government Code or the City's investment policy. Investments authorized for funds held by bond trustee include, United States Treasury Obligations, United States Government Sponsored Agency Securities, Guaranteed Investment Contracts, Commercial Paper, Local Agency Bonds, Banker's Acceptance and Money Market Mutual Funds. There were no limitations on the maximum amount that can be invested in one issuer, maximum percentage allowed or the maximum maturity of an investment, except for the maturity of Banker's Acceptance which are limited to one year.

**CITY OF SIGNAL HILL**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

**NOTE 2 CASH AND INVESTMENTS (CONTINUED)**

**Disclosures Relating to Interest Rate Risk**

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the City manages its exposure to interest rate risk is by purchasing a combination of shorter term and longer term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for operations.

Information about the sensitivity of the fair values of the City's investments (including investments held by bond trustee) to market interest rate fluctuations is provided by the following table that shows the distribution of the City's investments by maturity:

Investment Type	Remaining Maturity (in Months)			Total
	12 Months or Less	13 - 24 Months	25 - 60 Months	
Local Agency Investment Fund	\$ 51,045,556	\$ -	\$ -	\$ 51,045,556
US Government Agency Securities	-	-	2,973,756	2,973,756
Negotiable Certificates of Deposit	2,010,673	778,693	5,775,289	8,564,655
Money Market Mutual Funds	333,897	-	-	333,897
Held by Trustees:				
Money Market Mutual Funds	7,750,324	-	-	7,750,324
Mutual Funds	3,603,088	-	-	3,603,088
Total	<u>\$ 64,743,538</u>	<u>\$ 778,693</u>	<u>\$ 8,749,045</u>	<u>\$ 74,271,276</u>

**Disclosures Relating to Credit Risk**

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating as required by (where applicable) the California Government Code, the City's investment policy, or debt agreements, and the actual rating, as reported by Standard and Poor's, as of year-end for each investment type:

Investment Type	Total as of June 30, 2021	Minimum Legal Ratings	AAA	AA+	Not Rated
Local Agency Investment Fund	\$ 51,045,556	N/A	\$ -	\$ -	\$ 51,045,556
US Government Agency Securities	2,973,756	AA	-	2,973,756	-
Negotiable Certificates of Deposit	8,564,655	N/A	-	-	8,564,655
Money Market Mutual Funds	333,897	AAA	333,897	-	-
Held by Trustees:					
Money Market Mutual Funds	3,603,088	AAA	3,603,088	-	-
Mutual Funds	7,750,324	N/A	-	-	7,750,324
Total	<u>\$ 74,271,276</u>		<u>\$ 3,936,985</u>	<u>\$ 2,973,756</u>	<u>\$ 67,360,535</u>

N/A - Not Applicable



**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 2 CASH AND INVESTMENTS (CONTINUED)**

**Concentration of Credit Risk**

The investment policy of the City contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. The City did not have any investments in any one issuer that represented 5% or more of total City's investments.

**Custodial Credit Risk**

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the City's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The fair value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure the City's deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. At June 30, 2020, the City deposits (bank balances) were insured by the Federal Deposit Insurance Corporation and the remaining balances were collateralized under California Law.

**Investment in State Investment Pool**

The City is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The fair value of the City's investment in this pool is reported in the accompanying financial statements at amounts based upon the City's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis.

**Fair Value Measurements**

The City categorizes its fair value measurement within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the assets. Level 1 inputs are quoted prices in active markets for identical assets, Level 2 inputs are quoted prices for similar assets in active markets, and Level 3 inputs are significant unobservable inputs. The City has the following recurring fair value measurements as of June 30, 2021:

**CITY OF SIGNAL HILL**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

**NOTE 2 CASH AND INVESTMENTS (CONTINUED)**

**Fair Value Measurements (Continued)**

	Quoted Prices Level 1	Observable Inputs Level 2	Unobservable Inputs Level 3	Total
US Government Agency Securities	\$ -	\$ 2,973,756	\$ -	\$ 2,973,756
Negotiable Certificates of Deposit	-	8,564,655	-	8,564,655
Held by Trustees:				
Mutual Funds	7,750,324	-	-	7,750,324
	<u>\$ 7,750,324</u>	<u>\$ 11,538,411</u>	<u>\$ -</u>	<u>19,288,735</u>
Local Agency Investment Fund*				51,045,556
Money Market Mutual Funds*				333,897
Held by Trustees:				
Money Market Mutual Funds*				3,603,088
Total				<u>\$ 74,271,276</u>

\* Not subject to fair value measurement hierarchy.

**NOTE 3 CAPITAL ASSETS**

Capital asset activity for the year ended June 30, 2021 was as follows:

	Balance at July 1, 2020	Additions	Deletions	Balance at June 30, 2021
<b>Governmental Activities</b>				
Capital Assets, not Being Depreciated:				
Land	\$ 34,558,469	\$ -	\$ -	\$ 34,558,469
Construction in Progress	620,667	1,795,828	(1,400,351)	1,016,144
Total Capital Assets, not Being Depreciated	<u>35,179,136</u>	<u>1,795,828</u>	<u>(1,400,351)</u>	<u>35,574,613</u>
Capital Assets, Being Depreciated:				
Structure and Improvements	47,299,148	-	-	47,299,148
Equipment and Furniture	3,072,612	-	-	3,072,612
Vehicles and Major Equipment	3,055,831	26,310	-	3,082,141
Infrastructure	28,896,097	1,274,620	-	30,170,717
Total Capital Assets, Being Depreciated	<u>82,323,688</u>	<u>1,300,930</u>	<u>-</u>	<u>83,624,618</u>
Less Accumulated Depreciation for:				
Structure and Improvements	(9,721,186)	(1,168,636)	-	(10,889,822)
Equipment and Furniture	(2,430,965)	(101,464)	-	(2,532,429)
Vehicles and Major Equipment	(2,036,097)	(187,302)	-	(2,223,399)
Infrastructure	(17,789,540)	(393,841)	-	(18,183,381)
Total Accumulated Depreciation	<u>(31,977,788)</u>	<u>(1,851,243)</u>	<u>-</u>	<u>(33,829,031)</u>
Total Capital Assets, Being Depreciated, Net	<u>50,345,900</u>	<u>(550,313)</u>	<u>-</u>	<u>49,795,587</u>
Total Governmental Activities Capital, Net	<u>\$ 85,525,036</u>	<u>\$ 1,245,515</u>	<u>\$ (1,400,351)</u>	<u>\$ 85,370,200</u>

**CITY OF SIGNAL HILL**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

**NOTE 3 CAPITAL ASSETS (CONTINUED)**

**Capital Asset Activity (Continued)**

	Balance at July 1, 2020	Additions	Deletions	Balance at June 30, 2021
<b>Business-Type Activity</b>				
Capital Assets, not Being Depreciated:				
Land	\$ 4,427,416	\$ -	\$ -	\$ 4,427,416
Construction in Progress	215,560	754,247	(42,984)	926,823
Total Capital Assets, not Being Depreciated	4,642,976	754,247	(42,984)	5,354,239
Capital Assets, Being Depreciated:				
Water Rights	1,215,186	-	-	1,215,186
Reservoirs and Tanks	12,154,473	20,070	-	12,174,543
Wells	10,961,240	-	-	10,961,240
Mains	9,893,973	-	-	9,893,973
Pumps	1,384,407	-	-	1,384,407
Fire Hydrants	564,667	-	-	564,667
Meters	429,048	-	-	429,048
Services	1,443,630	-	-	1,443,630
Structures	1,243,976	-	-	1,243,976
Equipment and Furniture	1,137,472	-	-	1,137,472
Total Capital Assets, Being Depreciated	40,428,072	20,070	-	40,448,142
Less Accumulated Depreciation for:				
Water Rights	(880,113)	(30,380)	-	(910,493)
Reservoirs and Tanks	(5,422,551)	(269,121)	-	(5,691,672)
Wells	(1,568,289)	(271,601)	-	(1,839,890)
Mains	(6,424,595)	(189,770)	-	(6,614,365)
Pumps	(1,165,708)	(35,722)	-	(1,201,430)
Fire Hydrants	(559,333)	(852)	-	(560,185)
Meters	(429,048)	-	-	(429,048)
Services	(910,220)	(27,579)	-	(937,799)
Structures	(664,613)	(28,673)	-	(693,286)
Equipment and Furniture	(986,181)	(42,333)	-	(1,028,514)
Total Accumulated Depreciation	(19,010,651)	(896,031)	-	(19,906,682)
Total Capital Assets, Being Depreciated, Net	21,417,421	(875,961)	-	20,541,460
Total Business-Type Activity Capital, Net	\$ 26,060,397	\$ (121,714)	\$ (42,984)	\$ 25,895,699

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 3 CAPITAL ASSETS (CONTINUED)**

**Depreciation/Amortization Expense**

Depreciation/amortization expense was charged to City functions/programs as follows:

Governmental Activities:	
General Government	\$ 43,228
Community Services	620,169
Police	561,144
Public Works	34,614
Internal Service Fund Depreciation Charged to Programs	<u>198,247</u>
Allocated Depreciation	1,457,402
Unallocated Infrastructure Depreciation	<u>393,841</u>
Total Depreciation Expense - Governmental Activities	<u><u>\$ 1,851,243</u></u>
Business-Type Activity:	
Water	<u><u>\$ 896,031</u></u>

**NOTE 4 UNAVAILABLE REVENUES**

At June 30, 2021, deferred inflows of resources - unavailable revenues, reported in the governmental fund financial statements, consisted of the following:

	General Fund	Other Governmental Funds	Total Governmental Funds
Unavailable Interest Long-Term Notes Receivables	<u>\$ 3,708,759</u>	<u>\$ 600</u>	<u>\$ 3,709,359</u>
Total	<u><u>\$ 3,708,759</u></u>	<u><u>\$ 600</u></u>	<u><u>\$ 3,709,359</u></u>

**NOTE 5 LONG-TERM RECEIVABLES**

**A. Receivable from Successor Agency**

<u>Description</u>	<u>General Fund</u>
Long-Term Loans to Finance Improvements and Operations Related to and Within the Former Redevelopment Agency's Project Areas	<u><u>\$ 11,762,606</u></u>

For further discussion of the receivable due from the Successor Agency, see Note 17F.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 5 LONG-TERM RECEIVABLES (CONTINUED)**

**B. Loans Receivables**

The discontinued First Time Homebuyer Program provided down payment assistance to first time low or moderate income homebuyers. Financial assistance was provided in the form of deferred second mortgages, secured by promissory notes and deeds of trust on the property. The second mortgage loan is due if the unit is sold or if the property no longer qualifies as the buyer's principal residence. The loans are equity participation loans if paid within the first 10 years. The principal loan amount plus a declining percentage of equity (depending on how long the home was owned) is due to the City at the time of sale. After 10 years, no equity is due the City. After 30 years, the homebuyer has the option of repaying the principal amount in full, or amortizing the principal amount due over 10 years with an interest payment at the prime rate plus 1%. Currently, three loans totaling \$38,341 remain outstanding.

The discontinued Residential Rehabilitation Loan Program provided funding to Signal Hill homeowners for exterior improvements to their residences. The loans are secured by promissory notes and second deeds of trust on the property. Loans are to be repaid upon sale or transfer of the property. Currently, one loan totaling \$6,037 remains outstanding.

**C. Notes Receivables**

**Loan to Developer**

In February 2015 a loan of \$7,729,480 secured by a deed of trust on real property was provided pursuant to a disposition and development agreement with Meta Housing to provide funding for the 72-unit affordable housing development called Zinnia. The loan accrues interest at 3% interest and is repaid on each April 1st in which there was positive cash flow for the calendar year, or portion thereof, ending on the immediately preceding December 31, 50% of that year's net cash flow, based on the contribution of the Signal Hill Housing Authority. The first repayment shall be due on April 1st following the issuance of the first Certificate of occupancy, and the last payment shall be due on April 1st fifty-five (55) years later. The amount outstanding at June 30, 2021 was \$8,939,622 (including accrued interest of \$1,294,688). The City also set up an allowance for doubtful accounts, on this loan of \$ 7,244,688.

**CITY OF SIGNAL HILL**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

**NOTE 6 LONG-TERM LIABILITIES**

Long-term liability activity for the year ended June 30, 2021, was as follows:

	Balance at July 1, 2020	Additions	Deletions	Balance at June 30, 2021	Due Within One Year
<b>Governmental Activities:</b>					
Other Debt:					
2018 Library Lease Revenue Bonds	\$ 8,435,000	\$ -	\$ (110,000)	\$ 8,325,000	\$ 120,000
Plus 2018 Original Issue Premium	288,112	-	(23,049)	265,063	-
Total Library Lease Revenue Bonds	8,723,112	-	(133,049)	8,590,063	120,000
Other Long-Term Liabilities:					
Compensated Absences	822,255	684,556	(632,261)	874,550	437,276
Total Governmental-Type Activity	<u>\$ 9,545,367</u>	<u>\$ 684,556</u>	<u>\$ (765,310)</u>	<u>\$ 9,464,613</u>	<u>\$ 557,276</u>
<b>Business-Type Activity:</b>					
Other Debt:					
2016 Water Revenue Refunding Bonds	\$ 3,010,000	\$ -	\$ (460,000)	\$ 2,550,000	\$ 475,000
Plus 2016 Original Issue Premium	279,796	-	(52,055)	227,741	-
Total Refunding Bonds Payable	3,289,796	-	(512,055)	2,777,741	475,000
Other Long-Term Liabilities:					
Compensated Absences	71,445	105,665	(102,020)	75,090	37,545
Total Business-Type Activity	<u>\$ 3,361,241</u>	<u>\$ 105,665</u>	<u>\$ (614,075)</u>	<u>\$ 2,852,831</u>	<u>\$ 512,545</u>

**A. 2018 Library Lease Revenue Bonds**

On January 10, 2018, the City issued \$8,640,000 2018 Library Lease Revenue Bonds to fund the construction of the City's new library. The 2018 Bonds were issued at a premium of \$345,729, which is being amortized on a straight-line basis of \$23,049 annually as interest expense through the year 2032. The 2018 bonds were issued as \$8,640,000 in serial bonds with a maturity date of December 1, 2032. These bonds carry interest at 2.0-3.5%.

There is no reserve requirement associated with this bond.

The annual requirements to amortize the outstanding 2018 bond indebtedness as of June 30, 2021, including interest, are as follows:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2022	\$ 120,000	\$ 237,600	\$ 357,600
2023	650,000	229,088	879,088
2024	660,000	214,350	874,350
2025	680,000	198,425	878,425
2026	700,000	181,175	881,175
2027 - 2031	3,810,000	598,500	4,408,500
2032 - 2033	1,705,000	60,287	1,765,287
Total	<u>\$ 8,325,000</u>	<u>\$ 1,719,425</u>	<u>\$ 10,044,425</u>

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 6 LONG-TERM LIABILITIES (CONTINUED)**

**B. Compensated Absences**

There is no fixed payment schedule for earned but unpaid compensated absences in both the governmental and business type activities.

**C. 2016 Water Revenue Refunding Bonds**

On November 17, 2016, the City issued \$4,305,000 2016 Water Revenue Refunding Bonds to advance refund the Signal Hill Public Financing Authority's outstanding 2006 Water Revenue Refunding Bonds. The 2006 Bonds were issued at a premium of \$468,495, which is being amortized on a straight-line basis of \$52,055 annually as interest expense through the year 2026. The refunded bonds have been redeemed.

The advance refunding resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$156,004. This difference, reported as deferred outflows of resources, is being amortized on a straight-line basis of \$17,334 annually as interest expense through the fiscal year 2026.

The 2016 Bonds were issued as \$4,305,000 in serial bonds with a maturity date of November 1, 2025. These bonds carry interest at 3-5%.

The City is required by the 2016 Bond Covenant to maintain a debt service coverage ratio of at least 125%. As of the fiscal year ended June 30, 2020, this ratio was met.

There is no reserve requirement associated with this bond.

The annual requirements to amortize the outstanding 2016 bond indebtedness as of June 30, 2021, including interest, are as follows:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2022	\$ 475,000	\$ 97,138	\$ 572,138
2023	490,000	81,663	571,663
2024	510,000	63,200	573,200
2025	530,000	42,800	572,800
2026	545,000	10,900	555,900
Total	<u>\$ 2,550,000</u>	<u>\$ 295,701</u>	<u>\$ 2,845,701</u>

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 7 INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS**

The composition of interfund balances as of June 30, 2021, is as follows:

**Due From/To Other Funds**

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General	Capital Grants Special	
	Revenue Fund	\$ 73,973
	Other Governmental Funds	171,604
		<u>\$ 245,577</u>

The interfund payable balances represent routine and temporary cash flow assistance from the General Fund until the amounts receivable from other governments are collected to reimburse eligible expenditures.

**Advances To/From Other Funds**

Advances receivable and payable balances at June 30, 2021, are as follows:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General Fund	Water Enterprise Fund	\$ 2,242,746
General Fund	Housing Authority Special Revenue Fund	7,132
Other Governmental Funds	Housing Authority Special Revenue Fund	1,687,802
Total		<u>\$ 3,937,680</u>

In FY 2015-16 the City entered into an interfund agreement whereby the General Fund issued a loan to the Water Fund for \$2,750,000, for the purpose of financing the construction of Well #9. Interest is based on the LAIF rate plus 1%, as determined every January. Payments are due annually on July 1, through July 2036.

In FY 2015-16, the Signal Hill Housing Authority entered into a difficult development areas agreement with Meta Housing to develop affordable housing. As this was new development, an assessment of Park In-Lieu, Traffic Impact Fees, and Water Impact Fees were estimated based on the number of units and area of the property. These fees total \$7,132 to the General Fund, \$890,295 to the Park Development Special Revenue Fund, \$765,892 to the Water Development Special Revenue Fund, and \$31,615 to the Traffic Impact Special Revenue Fund and are a liability of the Housing Authority to the other funds. The Housing Authority will repay as it obtains repayment from the developer.



**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
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**NOTE 7 INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS (CONTINUED)**

**Interfund Transfers**

<u>Transfer In to Fund</u>	<u>Transfers Out of Fund</u>	<u>Amount</u>	
General Fund	Capital Grants Special Revenue Fund	\$ 3,515	(a)
	Other Governmental Funds	512,957	(b)
Housing Authority Special Revenue Fund	General Fund	199,029	(b)
Capital Grants Special Revenue Fund	Other Governmental Funds	1,186	(a)
Capital Improvement Capital Projects Fund	General Fund	595,565	(a)
	Capital Grants Special Revenue Fund	594,251	(a)
	Other Governmental Funds	861,558	(a)
Total		<u>\$ 2,768,061</u>	

The purposes for significant interfund transfers made during the fiscal year ended June 30, 2021 were as follows:

- (a) To provide funds for various capital projects in accordance with the City's capital improvement program.
- (b) To provide funds for ongoing city programs.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 8 INDIVIDUAL FUND DISCLOSURES**

**Expenditures Exceeding Appropriations**

For the year ended June 30, 2021, expenditures exceeded appropriations in the following programs (the legal level of budgetary control):

General Fund:

Police - Investigative Services	\$ 120,156
Police - Records	6,308
Community Development - Planning Services	20,955
Public Works - Building Maintenance	44,858

Other Governmental Funds:

Supplemental Law Enforcement SRF	
Police	\$ 10,627

The expenditures exceeding appropriations were funded by existing fund balances in the respective funds and, in certain cases, excess revenues received in the current year.

**Deficit Fund Balance**

The Capital Grants Special Revenue Fund had a deficit fund balance of \$36,579 at year-end which will be eliminated upon the recognition of unavailable revenues related to amounts due from other governments.

**NOTE 9 DEFINED BENEFIT PENSION PLANS**

**A. General Information about the Pension Plans**

**Plan Descriptions**

All qualified employees are eligible to participate in the City's Miscellaneous and Safety Employee Pension Plans, cost-sharing multiple employer defined benefit pension plans administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plans are established by State statute and City resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
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**NOTE 9 DEFINED BENEFIT PENSION PLANS (CONTINUED)**

**A. General Information about the Pension Plans (Continued)**

**Benefits Provided**

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Classic Members with five years of total service are eligible to retire at age 50 and PEPRAs members must be at least 52 years old to retire with statutorily reduced benefits. All members are eligible for nonduty disability benefits after 10 years of service. The death benefit is the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

The Plans' provisions and benefits in effect for the current year are summarized as follows:

	Miscellaneous		
		On or After June 10, 2010 and prior to January 1, 2013	On or After January 1, 2013
Hire Date	Prior to June 10, 2010		
Benefit Formula	2%@55	2%@60	2%@62
Benefit Vesting Schedule	5 years of service	5 years of service	5 years of service
Benefit Payments	monthly for life	monthly for life	monthly for life
Retirement Age	50 - 63	50 - 63	52 - 67
Monthly Benefits, as a % of Eligible Compensation	1.43% to 2.42%	1.09% to 2.42%	1.00% to 2.50%
Required Employee Contribution Rates	7%	7%	6.75%
Required Employer Contribution Rates:			
Normal Cost Rate	11.031%	9.281%	7.732%
Payment of Unfunded Liability	\$ 820,092	\$ 16,249	\$ 7,344

	Safety		
		On or After June 10, 2010 and prior to January 1, 2013	On or After January 1, 2013
Hire Date	Prior to June 10, 2010		
Benefit Formula	3%@50	3%@55	2.7%@57
Benefit Vesting Schedule	5 years of service	5 years of service	5 years of service
Benefit Payments	monthly for life	monthly for life	monthly for life
Retirement Age	50 - 55	50 - 55	50 - 57
Monthly Benefits, as a % of Eligible Compensation	3.0%	2.40% to 3.00%	2.00% to 2.70%
Required Employee Contribution Rates	9%	9%	13.75%
Required Employer Contribution Rates:			
Normal Cost Rate	25.540%	23.558%	13.884%
Payment of Unfunded Liability	\$ 1,087,807	\$ 5,948	\$ 4,123

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 9 DEFINED BENEFIT PENSION PLANS (CONTINUED)**

**A. General Information about the Pension Plans (Continued)**

**Contributions**

Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers are determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through CalPERS' annual actuarial valuation process. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The City is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. City contribution rates may change if plan contracts are amended. Payments made by the employer to satisfy contribution requirements that are identified by the pension plan terms as plan member contributions requirements are classified as plan member contributions. For the year ended June 30, 2021, the City made contributions totaling \$3,038,435 (\$1,284,614 Miscellaneous plan and \$1,753,821 Safety Plan).

**B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions**

As of June 30, 2020, the measurement date, the City reported net pension liabilities for its proportionate shares of the net pension liability of all Plans as follows:

	Proportionate Share of Net Pension Liability
Miscellaneous	\$ 13,976,419
Safety	17,844,795
Total Net Pension Liability	<u>\$ 31,821,214</u>

The City's net pension liability for each Plan is measured as the proportionate share of the net pension liability. The net pension liability of each of the Plans is measured as of June 30, 2020, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2019 rolled forward to June 30, 2020 using standard update procedures. The City's proportionate share of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. The City's proportionate share of the net pension liability for each Plan as of the measurement date ended June 30, 2019 and 2020 was as follows:

	<u>Miscellaneous</u>	<u>Safety</u>
Proportion - June 30, 2019	0.32748 %	0.26113 %
Proportion - June 30, 2020	0.33135	0.26785
Change - Increase (Decrease)	0.00387	0.00672

**CITY OF SIGNAL HILL**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
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**NOTE 9    DEFINED BENEFIT PENSION PLANS (CONTINUED)**

**B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)**

For the year ended June 30, 2021, the City recognized pension expense of \$4,947,331 (\$2,173,998 Miscellaneous Plan and \$2,773,333 Safety Plan). At June 30, 2021, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Miscellaneous		
	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension Contributions Subsequent to Measurement Date	\$ 1,284,614	\$ -
Differences Between Expected and Actual Experience	720,247	-
Changes in Assumptions	-	(99,685)
Changes in Employer's Proportion and Differences Between the Employer's Contributions and the Employer's Proportionate Share of Contributions	-	(375,184)
Net Differences Between Projected and Actual Earnings on Plan Investments	415,191	-
Total	<u>\$ 2,420,052</u>	<u>\$ (474,869)</u>
Safety		
	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension Contributions Subsequent to Measurement Date	\$ 1,753,821	\$ -
Differences Between Expected and Actual Experience	1,383,774	-
Changes in Assumptions	-	(59,441)
Changes in Employer's Proportion and Differences Between the Employer's Contributions and the Employer's Proportionate Share of Contributions	-	(555,575)
Net Differences Between Projected and Actual Earnings on Plan Investments	387,842	-
Total	<u>\$ 3,525,437</u>	<u>\$ (615,016)</u>

The \$3,038,435 (\$1,284,614 Miscellaneous Plan and \$1,753,821 Safety Plan) reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending June 30, 2022. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 9 DEFINED BENEFIT PENSION PLANS (CONTINUED)**

**B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)**

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Miscellaneous	
Year Ending June 30,	Amount
2022	\$ (58,387)
2023	266,751
2024	253,069
2025	199,136
2026	-
Thereafter	-

Safety	
Year Ending June 30,	Amount
2022	\$ 128,077
2023	435,213
2024	398,981
2025	194,329
2026	-
Thereafter	-

**Actuarial Methods and Assumptions**

The collective total pension liability for the June 30, 2020 measurement period was determined by an actuarial calculation as of June 30, 2019, with update procedures used to roll forward the total pension liability to June 30, 2020. The June 30, 2020 total pension liability was based on the following actuarial methods and assumptions:

	Miscellaneous	Safety
Valuation Date	June 30, 2019	June 30, 2019
Measurement Date	June 30, 2020	June 30, 2020
Actuarial Cost Method	Entry-Age Normal Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:		
Discount Rate	7.15%	7.15%
Inflation	2.50%	2.50%
Salary Increases	(1)	(1)
Mortality Rate Table	(2)	(2)
Post Retirement Benefit Increase	(3)	(3)

(1) Varies by entry age and service

(2) The mortality table used was developed based on CalPERS-specific data. The probabilities of mortality are based on the 2017 CalPERS Experience Study for the period from 1997 to 2015. Pre-retirement and Post-retirement mortality rates includes 15 years of projected mortality rates includes 15 years of projected mortality improvement using 90% of Scale MP-2016 published by the Society of Actuaries. For more details on this table, please refer to the rates includes 15 years of projected mortality improvement using 90% of Scale MP-2016 published by the Society of Actuaries. For more details on this table, please refer to the CalPERS Experience Study and Review of Actuarial Assumptions report from December 2017 that can be found on the CalPERS website.

(3) The less of contract COLA or 2.50% until Purchasing Power Protection Allowance Floor on purchasing power applies, 2.50% thereafter.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 9    DEFINED BENEFIT PENSION PLANS (CONTINUED)**

**B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)**

**Actuarial Methods and Assumptions (Continued)**

All other actuarial assumptions used in the June 30, 2019 valuation were based on the results of an actuarial experience study for the period from 1997 to 2015, including updates to salary increase, mortality, and retirement rates. The Experience Study report can be obtained at the CalPERS's website under Forms and Publications.

**Discount Rate**

The discount rate used to measure the total pension liability was 7.15% for each Plan. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plans' fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

**Long-term Expected Rate of Return**

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long term expected rate of return, CalPERS took into account both short term and long term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short term (first 10 years) and the long-term (11+ years) using a building block approach. Using the expected nominal returns for both short term and long term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short term and long term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 9    DEFINED BENEFIT PENSION PLANS (CONTINUED)**

**B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)**

**Long-term Expected Rate of Return (Continued)**

The expected real rates of return by asset class are as follows:

<u>Asset Class (a)</u>	<u>New Strategic Allocation</u>	<u>Real Return Years 1 - 10 (b)</u>	<u>Real Return Years 11+ (c)</u>
Global Equity	50.00 %	4.80 %	5.98 %
Global Fixed Income	28.00	1.00	2.62
Inflation Assets	-	0.77	1.81
Private Equity	8.00	6.30	7.23
Real Estate	13.00	3.75	4.93
Liquidity	1.00	-	(0.92)
Total	<u>100.00 %</u>		

(a) In the System's CAFR, Fixed Income is included in Global Debt Securities; Liquidity is included in Short-term Investments; Inflation Assets are included in both Global Equity Securities and Global Debt Securities.

(b) An expected inflation of 2.0% used for this period

(c) An expected inflation of 2.92% used for this period

**Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate**

The following presents the City's proportionate share of the net pension liability for each Plan, calculated using the discount rate for each Plan, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

	<u>Miscellaneous</u>	<u>Safety</u>
1% Decrease	6.15%	6.15%
Net Pension Liability	\$ 21,230,089	\$ 26,201,130
Current Discount Rate	7.15%	7.15%
Net Pension Liability	\$ 13,976,419	\$ 17,844,795
1% Increase	8.15%	8.15%
Net Pension Liability	\$ 7,982,940	\$ 10,987,631



**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 9    DEFINED BENEFIT PENSION PLANS (CONTINUED)**

**B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)**

**Pension Plan Fiduciary Net Position**

Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

**C. Payable to the Pension Plan**

At June 30, 2021, the City had no outstanding amount of contributions to the pension plan required for the year ended June 30, 2021.

**NOTE 10   OTHER POSTEMPLOYMENT BENEFITS (OPEB) PLAN**

**A. Plan Description**

In addition to providing pension benefits, the City provides certain health care benefits under an agent multiple-employer OPEB plan for retired employees through the California Public Employees Medical and Hospital Care Act (PEMCHA) in accordance with a City Council resolution. Substantially all of the City's employees become eligible for those benefits if they reach normal retirement age while working for the City. Those, and similar benefits for active employees, are provided through PERS whose premiums are based on the benefits paid during the year. A separate stand-alone financial report is not issued for this OPEB plan.

Retiree health care coverage is segregated into three tiers as follows:

**Tier 1 - Employees Hired Before January 1, 2006 (1)**

- Employee age 50 or over with 5 years of PERS service receive up to \$885 per month.

**Tier 2 - Employees Hired On or After January 1, 2006 (1) and prior to April 7, 2010**

- Employees with less than 5 years of service with Signal Hill, but who are vested with PERS are eligible to receive the minimum monthly premium mandated by PERS (currently \$139 monthly).
- Employees with 5-10 years of PERS service (combined City service plus 50% credit for service with another PERS agency) shall be eligible to receive 50% of the monthly benefit applicable towards the employee only.
- Employees with 11-15 years of PERS service (combined City service plus 50% credit for service with another PERS agency) shall be eligible to receive 75% of the monthly benefit applicable towards the employee only.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 10 OTHER POSTEMPLOYMENT BENEFITS (OPEB) PLAN (CONTINUED)**

**A. Plan Description (Continued)**

**Tier 2 - Employees Hired On or After January 1, 2006 (1) and prior to April 7, 2010 (Continued)**

- Employees with over 16 years of PERS service (combined City service plus 50% credit for service with another PERS agency) shall be eligible to receive 100% of the monthly benefit applicable towards the employee and one dependent provided that employee plus one dependent coverage was in effect upon the date of retirement.

(1) Applies to police employees hired after January 1, 2004.

**Tier 3 - Employees Hired On or After April 7, 2010**

- Employees with less than 11 years of service with Signal Hill, but who are vested with PERS are eligible to receive the minimum monthly premium mandated by PERS (currently \$139 monthly).
- Employees with 11-15 years of PERS service (combined City service plus 50% credit for service with another PERS agency) shall be eligible to receive 25% of the monthly benefit applicable towards the employee only.
- Employees with 16-19 years of PERS service (combined City service plus 50% credit for service with another PERS agency) shall be eligible to receive 50% of the monthly benefit applicable towards the employee and one dependent provided that employee plus one dependent coverage was in effect upon the date of retirement.
- Employees with over 20 years of PERS service (combined City service plus 50% credit for service with another PERS agency) shall be eligible to receive 75% of the monthly benefit applicable towards the employee and one dependent provided that employee plus one dependent coverage was in effect upon the date of retirement.

**B. Eligibility**

Employees of the City are eligible for retiree health benefits if they are at least 50 years of age for classic members and at least 52 years of age for PEPPRA members as of the last day of work prior to retirement and are a vested member of CalPERS. Membership in the plan consisted of the following, for the measurement period ended June 30, 2021:

Inactive Employees or Beneficiaries Currently	
Receiving Benefit Payments	96
Inactive Employees Entitled to but not yet Receiving	
Benefit Payments	0
Active Plan Members	103
Total	<u>199</u>

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 10 OTHER POSTEMPLOYMENT BENEFITS (OPEB) PLAN (CONTINUED)**

**C. Annual OPEB Cost and Net OPEB Liability**

The obligation of the City and City employees to contribute to the plan is established and may be amended by the City Council. Employee contributions are not portable should an employee leave City employment. For the fiscal year ended June 30, 2021, the measurement period, the City contributed \$1,184,870 (retirement premiums paid of \$722,832, contributions to OPEB Trust of \$135,293, and an estimated implicit rate subsidy of \$326,745) and City employees contributed \$65,478 to the OPEB Trust. For Non-POA (Police Officers Association Union) fulltime employees, the City pays 1% of gross wages, including all Directors and Managers in the City. For Safety employees, who are not in a management position, the City pays a flat \$675 per calendar year.

**D. Net OPEB Liability**

The City's net OPEB liability was measured as of June 30, 2021, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2021.

*Actuarial assumptions.* For the measurement period ended June 30, 2021 (the measurement date), the total OPEB liability was determined by an actuarial accounting valuation performed as of June 30, 2021. The June 30, 2021 total OPEB liability was based on the following actuarial methods and assumptions:

Inflation	2.50%
Salary Increase	2.75%
Investment Rate of Return	5.75%
Healthcare Cost Trend Rates	Assumed 4% per year. The long-term trend assumption is based on the conclusion that, while medical trend will continue to be cyclical, the average increase over time cannot continue to outstrip general inflation by a wide margin. Trend increases in excess of general inflation result in dramatic increases in unemployment, the number of uninsured and the number of underinsured. These effects are nearing a tipping point which will inevitably result in fundamental changes in health care finance and/or delivery which will bring increases in health care costs more close in line with general inflation. The actuary does not believe it is reasonable to project historical trend vs. inflation difference several decades into the future.

The mortality assumptions are based on tables created by CalPERS. CalPERS periodically study mortality for participating agencies and establish mortality tables that are modified versions of commonly used tables. The most recent studies were conducted in 2017.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
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**NOTE 10 OTHER POSTEMPLOYMENT BENEFITS (OPEB) PLAN (CONTINUED)**

**D. Net OPEB Liability (Continued)**

*Changes in assumptions.* For the measurement period ended June 30, 2021, the changes in assumptions were made related to a decrease in the investment rate of return from 6.00% to 5.75%.

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Equities	50.0 %	7.5 %
Fixed Income	50.0	4.5
Total	100.0 %	

*Discount rate.* The discount rate used to measure the total OPEB liability was 5.75%. The projection of cash flows used to determine the discount rate assumed that City contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan's fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

**CITY OF SIGNAL HILL**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

**NOTE 10 OTHER POSTEMPLOYMENT BENEFITS (OPEB) PLAN (CONTINUED)**

**E. Change in the Net OPEB Liability**

	Increase (Decrease)		
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability (Asset)
Balance at June 30, 2020	\$ 13,967,139	\$ 2,809,508	\$ 11,157,631
Changes in the Fiscal Year:			
Service Cost	270,003	-	270,003
Interest on the Total OPEB Liability	814,641	-	814,641
Changes of Assumptions	350,078	-	350,078
Difference Between Expected and Actual Experience	-	-	-
Contribution from the Employer	-	1,184,870	(1,184,870)
Contribution from the Employees	-	65,478	(65,478)
Net Investment Income	-	642,090	(642,090)
Benefit Payments	(1,049,577)	(1,049,577)	-
Administrative Expenses	-	(18,569)	18,569
Net Changes	385,145	824,292	(439,147)
Balance at June 30, 2021	\$ 14,352,284	\$ 3,633,800	\$ 10,718,484

There is sensitivity of the net OPEB liability due to changes in the discount rate and health-care cost trend rates. The following presents the net OPEB liability of the City, as well as what the City's net OPEB liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1 percentage- point higher than the current discount rate:

	1% Decrease 4.75%	Current Discount Rate 5.75%	1% Increase 6.75%
Net OPEB Liability	\$ 12,191,614	\$ 10,718,484	\$ 9,436,865
		Health-Care Cost Trend Rate 4.00%	
	1% Decrease 3.00%	1% Increase 5.00%	
Net OPEB Liability	\$ 9,649,383	\$ 10,718,484	\$ 11,965,760

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
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**NOTE 10 OTHER POSTEMPLOYMENT BENEFITS (OPEB) PLAN (CONTINUED)**

**F. OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB**

For the fiscal year ended June 30, 2021, the City recognized OPEB expense of \$1,084,638. At June 30, 2021, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences Between Expected and Actual Experience	\$ 134,454	\$ (345,428)
Changes of Assumptions	2,729,154	-
Net Differences Between Projected and Actual Earnings on Plan Investments	-	(398,544)
Total	<u>\$ 2,863,608</u>	<u>\$ (743,972)</u>

Amount reported as deferred outflows of resources related to OPEB will be recognized as OPEB expense as follows:

<u>Year Ending June 30,</u>	<u>Amount</u>
2022	\$ 212,317
2023	213,324
2024	214,886
2025	221,545
2026	329,551
Thereafter	928,013
Total	<u>\$ 2,119,636</u>

**NOTE 11 DEFINED CONTRIBUTION PLANS**

The following defined contribution plans were discontinued on April 30, 2016 and have not been replaced. City Council has the authority for establishing and amending the provisions of both these plans.

Effective July 3, 1999, the City began providing pension benefits for all of its part-time, seasonal and temporary employees that are not covered under PERS through the City of Signal Hill Alternate Retirement System Plan administered by the Public Agency Retirement System (PARS ARS). PARS ARS is a defined contribution pension plan and benefits depend solely on amounts contributed to the plan plus investment earnings.

On May 15, 2001, the City Council authorized establishment of a 401(a) Deferred Contribution Plans for its management and middle management employees. The Plan is a qualified defined contribution plan under Section 401(a) of the Internal Revenue Code.

No contributions were made to these plans during the current fiscal year.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 12 DEFERRED COMPENSATION**

The City has made available to its employees a deferred compensation plan, created in accordance with Internal Revenue Code Section 457, whereby employees authorize the City to defer a portion of their salary to be deposited in individual investment accounts. Funds may be withdrawn by participants upon termination of employment or retirement. The City contributes on a 50% matching basis up to 4% of management's compensation and up to 3% of middle management's compensation. Total matching contributions made by the City totaled \$57,477 for the fiscal year ended June 30, 2021.

Amounts withheld by the City under this plan are deposited regularly with the Voya Financial for investment. Pursuant to changes in Internal Revenue Code Section 457, the City formally established a plan level trust in which all assets and income of the 457 plan were placed. The assets, all property and rights purchased with such amount, and all income attributable to such amounts, property, or rights are held in trust for the exclusive benefit of the participants and their beneficiaries. These assets are not the property of the City, and as such, are not subject to the claims of the City's general creditors. The City had minimal involvement in the administration of the 457 plan, and therefore, the plan assets and liabilities are not reported in the City's financial statements.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 13 GOVERNMENTAL FUND BALANCE CLASSIFICATIONS**

The various fund balance classifications as of June 30, 2021 were as follows:

	General	Housing Authority Special Revenue Fund	Capital Grants Special Revenue Fund	Capital Improvement Capital Projects Fund	Other Governmental Funds
<b>Nonspendable:</b>					
Receivable from Successor Agency - Principal Portion	\$ -	\$ -	\$ -	\$ -	\$ -
Prepaid Items	42,693	-	-	-	-
Advances to Other Funds	2,249,878	-	-	-	-
Land and Improvements Held for Resale, Net	425,001	-	-	-	-
<b>Total</b>	<b>2,717,572</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Restricted for:</b>					
Low and Moderate Income Housing	-	5,871,917	-	-	6,038
Public Protection	-	-	-	-	208,469
Development	-	-	-	-	4,360,439
Transportation	-	-	-	-	3,865,885
Capital Improvements	-	-	-	400,002	2,714,037
Housing	-	-	-	-	-
<b>Total</b>	<b>-</b>	<b>5,871,917</b>	<b>-</b>	<b>400,002</b>	<b>11,154,868</b>
<b>Committed for:</b>					
Debt service	8,053,847	-	-	-	-
Economic Uncertainty	4,450,382	-	-	-	-
Building and Land Acquisition	1,879,448	-	-	-	-
Equipment Replacement	522,376	-	-	-	-
Capital Improvements	293,964	-	-	-	-
Insurance Premium Increases	578,372	-	-	-	-
CalPERS Rate Increases	2,337,225	-	-	-	-
OPEB Future Costs	1,121,444	-	-	-	-
Park Expansion	557,846	-	-	-	-
Police Radio Reserve	417,749	-	-	-	-
Police - General Reserve	66,336	-	-	-	-
Library Expansion	3,674,366	-	-	-	-
100th Anniversary	60,019	-	-	-	-
General Plan	285,000	-	-	-	-
Economic Development	653,150	-	-	-	-
NPDES Issues	1,456	-	-	-	-
<b>Total</b>	<b>24,952,980</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Unassigned</b>	<b>20,355,649</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>\$ 48,026,201</b>	<b>\$ 5,871,917</b>	<b>\$ -</b>	<b>\$ 400,002</b>	<b>\$ 11,154,868</b>



**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 14 CALIFORNIA JOINT POWERS INSURANCE AUTHORITY**

**A. Description of Self-Insurance Pool Pursuant to Joint Powers Agreement**

The City is a member of the California Joint Powers Insurance Authority (JPJA or Authority). The Authority is composed of 123 California public entities and is organized under a joint powers agreement pursuant to California Government Code §6500 et seq. The purpose of the Authority is to arrange and administer programs for the pooling of self-insured losses, to purchase excess insurance or reinsurance, and to arrange for group purchased insurance for property and other lines of coverage. The California JPJA began covering claims of its members in 1978. Each member government has an elected official as its representative on the Board of Directors (Board). The Board operates through a nine-member Executive Committee.

**B. Primary Self-insurance Programs of the Insurance Authority**

Each member pays an annual contribution at the beginning of the coverage period. A retrospective adjustment is then conducted annually thereafter, for coverage years 2012-13 and prior. Coverage years 2013-14 and forward are not subject to routine annual retrospective adjustment. The total funding requirement for primary self-insurance programs is based on an actuarial analysis. Costs are allocated to individual agencies based on payroll and claims history, relative to other members of the risk-sharing pool.

Primary Liability Program. Claims are pooled separately between police and general government exposures. (1) The payroll of each member is evaluated relative to the payroll of other members. A variable credibility factor is determined for each member, which establishes the weight applied to payroll and the weight applied to losses within the formula. (2) The first layer of losses includes incurred costs up to \$100,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the first layer. (3) The second layer of losses includes incurred costs from \$100,000 to \$500,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the second layer. (4) Incurred costs from \$500,000 to \$50 million, are distributed based on the outcome of cost allocation within the first and second loss layers.

The overall coverage limit for each member, including all layers of coverage, is \$50 million per occurrence. Subsidence losses have a sub-limit of \$50 million per occurrence. The coverage structure is composed of a combination of pooled self-insurance, reinsurance, and excess insurance. More detailed information about the various layers of coverage is available on the Authority's website: <https://cjpia.org/coverage/risk-sharing-pools/>.

**CITY OF SIGNAL HILL**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

**NOTE 14 CALIFORNIA JOINT POWERS INSURANCE AUTHORITY (CONTINUED)**

**B. Primary Self-insurance Programs of the Insurance Authority (Continued)**

Workers' Compensation. Claims are pooled separately between public safety (police and fire) and general government exposures. (1) The payroll of each member is evaluated relative to the payroll of other members. A variable credibility factor is determined for each member, which establishes the weight applied to payroll and the weight applied to losses within the formula. (2) The first layer of losses includes incurred costs up to \$75,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the first layer. (3) The second layer of losses includes incurred costs from \$75,000 to \$200,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the second layer. (4) Incurred costs from \$200,000 to statutory limits are distributed based on the outcome of cost allocation within the first and second loss layers.

For 2020-21 the Authority's pooled retention is \$1 million per occurrence, with reinsurance to statutory limits under California Workers' Compensation Law. Employer's Liability losses are pooled among members to \$1 million. Coverage from \$1 million to \$5 million is purchased through reinsurance policies, and Employer's Liability losses from \$5 million to \$10 million are pooled among members.

**C. Purchased Insurance**

Pollution Legal Liability Insurance. The City participates in the pollution legal liability insurance program which is available through the Authority. The policy covers sudden and gradual pollution of scheduled property, streets, and storm drains owned by the City. Coverage is on a claims-made basis. There is a \$250,000 deductible. The Authority has an aggregate limit of \$20 million.

Property Insurance. The City participates in the all-risk property protection program of the Authority. This insurance protection is underwritten by several insurance companies. City property is currently insured according to a schedule of covered property submitted by the City to the Authority. City property currently has all-risk property insurance protection in the amount of \$60,269,819. There is a \$10,000 deductible per occurrence except for nonemergency vehicle insurance which has a \$2,500 deductible.

Earthquake and Flood Insurance. The City purchases earthquake and flood insurance on a portion of its property. The earthquake insurance is part of the property protection insurance program of the Insurance Authority. The City's property currently has earthquake protection in the amount of \$24,597,464. There is a deductible of 5% per unit of value with a minimum deductible of \$100,000.

Crime Insurance. The City purchases crime insurance coverage in the amount of \$1,000,000 with a \$2,500 deductible. The fidelity coverage is provided through the Insurance Authority.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 14 CALIFORNIA JOINT POWERS INSURANCE AUTHORITY (CONTINUED)**

**D. Adequacy of Protection**

During the past three fiscal years, none of the above programs of protection experienced settlements or judgments that exceeded pooled or insured coverage. There were also no significant reductions in pooled or insured liability coverage in 2020-21.

**NOTE 15 OTHER INFORMATION**

**Contingent Liabilities**

Litigation - Claims and suits are filed against the City in the normal course of business. Based upon information received from the City's management, the estimated liability under any such claims would be adequately covered by deposits in a pooled insurance authority and insurance coverage. Other claims not covered by insurance involving substantial land use actions and inverse condemnation claims are not expected to have an adverse economic effect on the City.

Grant Audit Contingencies - Under the terms of certain grants, periodic audits are required and certain costs may be questioned as not being appropriate expenditures under the terms of the grants. Such audits could lead to reimbursement to the grantor agencies. City management believes disallowances, if any, will be immaterial.

Developer Impact Fees - The City charges Parks Development, Traffic Impact, and Water Development Impact Fees (fees) when new residential or commercial buildings are constructed. In Fiscal Year 2020-21, the City collected Parks Development fees, Traffic impact fees, and Water Development fees, respectively. The fees are deposited into corresponding special revenue funds, and they are used to acquire and upgrade parks, improve water systems related to new development, and to reduce traffic within the City related to new development. The State of California requires fees to be spent within five years of collection. In Fiscal Year 2020-21, the City expended \$125,144 in Parks Development fees, \$56,684 in Traffic Impact fees and nothing in Water Development fees. At June 30, 2021, the fund balances for the Parks Development Impact Fund was \$1,988,383, for the Water Development Impact Fund was \$651,053, and for the Traffic Impact Fund was \$960,653.

**NOTE 16 TAX ABATEMENTS**

In accordance with Chapter 3.32 of the Signal Hill Municipal Code, the City provides sales tax rebates to a local sales tax generator based on sales tax generated at a site developed within the City of Signal Hill. The City entered into an economic development agreement for sales tax rebates with a local sales tax generator in order to retain one of the City's significant tax-generating business, jobs, and occupancy of land within City boundaries. The rebates are calculated based on the total taxes generated by the business.

For the fiscal year ended June 30, 2021, the City abated local sales tax totaling \$3,025,621.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 17 SUCCESSOR AGENCY DISCLOSURES**

The assets and liabilities of the former Redevelopment Agency were transferred to the Successor Agency to the City of Signal Hill Redevelopment Agency on February 1, 2012 as a result of the dissolution of the former Redevelopment Agency. The City is acting in a fiduciary capacity for the assets and liabilities. Disclosures related to the capital assets and long term liabilities reported in the Successor Agency to the Signal Hill Redevelopment Agency Private Purpose Trust Fund are as follows:

**Capital Assets**

Capital asset activity for the year ended June 30, 2021 was as follows:

	Balance at July 1, 2020	Additions	Deletions	Balance at June 30, 2021
Capital Assets, not Being Depreciated:				
Land	\$ 8,906,485	\$ -	\$ -	\$ 8,906,485

**Long Term Liabilities**

Long-term liability activity for the year ended June 30, 2021 was as follows:

	Balance at July 1, 2020	Additions	Deletions	Balance at June 30, 2021	Due Within One Year
Other Debt:					
Bonds Payable					
2006 TABs	\$ 10,890,000	\$ -	\$ (295,000)	\$ 10,595,000	\$ 310,000
2011 Tax Allocation Parity Bonds	4,935,000	-	(625,000)	4,310,000	670,000
2015 Refunding TABs Series A	9,105,000	-	(2,120,000)	6,985,000	2,220,000
2015 Refunding TABs Series B	1,440,000	-	(105,000)	1,335,000	105,000
2017 Refunding TABs	17,925,000	-	(2,360,000)	15,565,000	2,480,000
Less Original Issuance Discounts	(85,071)	-	14,494	(70,577)	-
Add Premium on Bonds	2,803,945	-	(594,711)	2,209,234	-
Total Bonds Payable	47,013,874	-	(6,085,217)	40,928,657	5,785,000
Direct Borrowings:					
Loan Payable to the City of Signal Hill	12,486,250	271,500	(995,144)	11,762,606	-
Loan Payable to Signal Hill Housing Authority	-	-	-	-	-
Total Long-Term Liabilities	\$ 59,500,124	\$ 271,500	\$ (7,080,361)	\$ 52,691,263	\$ 5,785,000

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 17 SUCCESSOR AGENCY DISCLOSURES (CONTINUED)**

**A. 2006 Tax Allocation Bonds**

On September 7, 2006, the Agency issued the 2006 Taxable Tax Allocation Parity Bonds, Series A (2006 Bonds) in the amount of \$13,500,000. Proceeds of the 2006 Taxable Tax Allocation Parity Bonds were used to (i) finance redevelopment activities of the Agency within or of benefit to the Redevelopment Project, (ii) satisfy the Reserve Requirement for the Bonds and (iii) provide for the cost of issuing the Bonds.

\$1,845,000 of 2006 term bonds matured October 1, 2016 and bore interest payable semiannually at a rate of 5.581%. \$11,660,000 of 2006 D term bonds mature October 1, 2026 and bear interest payable semiannually at a rate of 5.839%. The 2006 Bonds are subject to mandatory redemption without premium commencing October 1, 2007 with respect to the term bonds maturing October 1, 2016 and October 1, 2017 with respect to the term bonds maturing October 1, 2026.

The reserve requirement for these bonds is covered by a surety bond provided by National Public Finance Guarantee Corp. (National). National's current ratings by Moody's Investors Services and Standard & Poor's are Baa2 and BBB, respectively.

The annual requirements to amortize outstanding bond indebtedness as of June 30, 2021, including interest, are as follows:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2022	\$ 310,000	\$ 609,592	\$ 919,592
2023	325,000	591,052	916,052
2024	350,000	571,346	921,346
2025	3,025,000	472,813	3,497,813
2026	3,195,000	291,220	3,486,220
2027	3,390,000	98,971	3,488,971
Totals	<u>\$ 10,595,000</u>	<u>\$ 2,634,994</u>	<u>\$ 13,229,994</u>

**B. 2011 Tax Allocation Parity Bonds**

On March 25, 2011, the Agency issued the 2011 Tax Allocation Parity Bonds in the amount of \$8,835,000. The proceeds were used to (i) finance redevelopment activities of benefit to the Redevelopment Project, (ii) fund the reserve requirement for the Bonds and (iii) provide for the costs of issuing the Bonds. The 2011 Bonds were issued at a discount of \$181,895. This discount is being amortized on a straight line basis as interest expense through the year 2027.

Principal amounts on the 2011 Tax Allocation Parity Bonds mature annually each October 1 from 2012 through 2026, and bear interest semiannually beginning October 1, 2011 at rates ranging from 3.25% to 7.0%. The 2011 Tax Allocation Parity Bonds maturing on or after October 1, 2021 are subject to optional redemption, without premium commencing April 1, 2021.

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 17 SUCCESSOR AGENCY DISCLOSURES (CONTINUED)**

**B. 2011 Tax Allocation Parity Bonds (Continued)**

The Successor Agency to the City of Signal Hill Redevelopment Agency is required by the 2011 Tax Allocation Parity Bonds reserve requirement to maintain reserve funds of the lessor of (1) 125% average annual debt service, (2) maximum annual debt service and (3) 10% original proceeds. As of the fiscal year ended June 30, 2021, this reserve requirement was met.

The annual requirements to amortize outstanding bond indebtedness as of June 30, 2021, including interest, are as follows:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2022	\$ 670,000	\$ 276,575	\$ 946,575
2023	710,000	229,951	939,951
2024	760,000	178,500	938,500
2025	675,000	128,275	803,275
2026	725,000	79,275	804,275
2027	770,000	26,950	796,950
Totals	<u>\$ 4,310,000</u>	<u>\$ 919,526</u>	<u>\$ 5,229,526</u>

**C. 2015 Refunding Tax Allocation Bonds - Series A**

On January 26, 2015, the Agency issued the 2015 Tax Allocation Refunding Bonds, Series A (2015 A Bonds) in the amount of \$19,990,000. The proceeds were used to (i) refinance the Agency's outstanding 2001 Bonds, 2003 A Bonds, and 2003 C Bonds in the amount of \$22,245,000, (ii) fund the reserve requirement for the Bonds and (iii) provide for the costs of issuing the Bonds. The 2015 A Bonds were issued at a premium of \$2,624,882. This premium is being amortized on a straight line basis as interest expense through the year 2024.

The advance refunding resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$644,557. This difference, reported as a deferred outflow of resources, is being amortized on a straight-line basis as interest expense on the statement of changes in fiduciary net position through the year 2024.

Principal amounts on the 2015 A Bonds mature annually each October 1 from 2015 through 2024, and bear interest semiannually beginning October 1, 2015 at rates ranging from 2.00% to 5.00%. The 2015 A Bonds are not subject to optional redemption before maturity. The reserve requirement for these bonds is covered by a surety bond provided by National Public Finance Guarantee Corp. (National). National's current ratings by Moody's Investors Services and Standard & Poor's are Baa2 and BBB, respectively.

**CITY OF SIGNAL HILL**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

**NOTE 17 SUCCESSOR AGENCY DISCLOSURES (CONTINUED)**

**C. 2015 Refunding Tax Allocation Bonds - Series A (Continued)**

The annual requirements to amortize outstanding bond indebtedness as of June 30, 2021, including interest, are as follows:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2022	\$ 2,220,000	\$ 293,750	\$ 2,513,750
2023	2,330,000	180,000	2,510,000
2024	2,435,000	60,875	2,495,875
Totals	<u>\$ 6,985,000</u>	<u>\$ 534,625</u>	<u>\$ 7,519,625</u>

**D. 2015 Refunding Tax Allocation Bonds - Series B**

On January 26, 2015, the Agency issued the 2015 Tax Allocation Refunding Bonds, Series B (2015 B Bonds) in the amount of \$1,970,000. The proceeds were used to (i) refinance the Agency's outstanding 2003 D Bonds in the amount of \$1,980,000, (ii) fund the reserve requirement for the Bonds and (iii) provide for the costs of issuing the Bonds. The 2015 B Bonds were issued at a discount of \$26,551. This discount is being amortized on a straight line basis as interest expense through the year 2024.

The advance refunding resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$51,426. This difference, reported as a deferred outflow of resources, is being amortized on a straight-line basis as interest expense on the statement of changes in fiduciary net position through the year 2024.

Principal amounts on the 2015 B Bonds mature annually each October 1 from 2015 through 2024, and bear interest semiannually beginning October 1, 2015 at rates ranging from 1.00% to 3.125%. The 2015 B Bonds are not subject to optional redemption before maturity.

The reserve requirement for these bonds is covered by a surety bond provided by National Public Finance Guarantee Corp. (National). National's current ratings by Moody's Investors Services and Standard & Poor's are Baa2 and BBB, respectively.

The annual requirements to amortize outstanding bond indebtedness as of June 30, 2021, including interest, are as follows:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2022	\$ 105,000	\$ 39,135	\$ 144,135
2023	110,000	36,375	146,375
2024	110,000	33,213	143,213
2025	1,010,000	15,781	1,025,781
Totals	<u>\$ 1,335,000</u>	<u>\$ 124,504</u>	<u>\$ 1,459,504</u>

**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 17 SUCCESSOR AGENCY DISCLOSURES (CONTINUED)**

**E. 2017 Refunding Tax Allocation Bonds**

On December 1, 2017, the Agency issued the 2017 Tax Allocation Refunding Bonds (2017 Bonds) in the amount of \$22,580,000. The proceeds were used to (i) refinance the Agency's outstanding 2007 Refunding Tax Allocation Bonds in the amount of \$10,970,000, and the Agency's outstanding 2009 Tax Allocation Parity Bonds in the amount of \$14,670,000 (ii) fund the reserve requirement for the Bonds and (iii) provide for the costs of issuing the Bonds. The 2017 Bonds were issued at a premium of \$2,564,999. This premium is being amortized on a straight line basis as interest expense through the year 2026.

The advance refunding resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$1,196,102. This difference, reported as a deferred outflow of resources, is being amortized on a straight-line basis as interest expense on the statement of changes in fiduciary net position through the year 2026.

Principal amounts on the 2017 Bonds mature annually each October 1 from 2018 through 2026, and bear interest semiannually beginning April 1, 2018 at rates ranging from 3.00% to 5.00%. The 2017 Bonds are not subject to optional redemption before maturity.

The reserve requirement for these bonds is covered by a surety bond provided by National Public Finance Guarantee Corp. (National). National's current ratings by Moody's Investors Services and Standard & Poor's are Baa2 and BBB, respectively.

The annual requirements to amortize outstanding bond indebtedness as of June 30, 2021, including interest, are as follows:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2022	\$ 2,480,000	\$ 663,850	\$ 3,143,850
2023	2,610,000	536,600	3,146,600
2024	2,745,000	402,725	3,147,725
2025	1,920,000	305,300	2,225,300
2026	2,840,000	212,500	3,052,500
2027	2,970,000	74,250	3,044,250
Totals	<u>\$ 15,565,000</u>	<u>\$ 2,195,225</u>	<u>\$ 17,760,225</u>

**F. Loan payable to the City of Signal Hill**

In 2008, the City had an advance to the Agency totaling \$10,000,000 to assist in funding the Agency's operating budget. The former Redevelopment Agency had been accruing interest on the original advances at a rate of 10% per annum up to the date of its dissolution.

During the fiscal year ended June 30, 2018, the DOF approved the advance from the City as an enforceable obligation of the Successor Agency based on an accrued interest rate of 3% per annum since inception. The balance as of June 30, 2021, including \$3,707,750 of accrued interest, is \$11,762,606.



**CITY OF SIGNAL HILL  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2021**

**NOTE 17 SUCCESSOR AGENCY DISCLOSURES (CONTINUED)**

**G. Spring Street Corridor Joint Powers Authority**

The City and former Agency entered into a joint powers agreement with the City of Long Beach and the former Long Beach Redevelopment Agency on January 11, 1995. The purpose of this agreement was to create a joint power authority (Authority) pursuant to the California Government Code in order to develop and operate public facilities and improvements in the Spring Street Corridor Area.

The Authority is governed by a Board of Directors which is made up of the five members of the Signal Hill City Council, the four members of the Long Beach City Council, and the Chairman of the Successor Agency to the Long Beach Redevelopment Agency. Officers of the Authority are elected annually by the Board members.

On December 21, 1995, the joint powers agreement was amended to increase its jurisdiction by including additional areas surrounding the original Spring Street Corridor Area. The operating expenses are charged to the members on the basis of their prorata share of land in the Corridor. Financial statements can be obtained from the City of Signal Hill's Finance Department located at City Hall.

**H. Owner Participation and Implementation Agreement (OPIA)**

Pursuant to an Owner Participation and Implementation Agreement (OPIA) dated September 19, 1996, the Agency is required to pay a developer a formulated amount based on sales tax generated at a site developed within the City of Signal Hill. The source of these payments is to be provided by the Signal Hill Successor Agency. The first source is available tax increment revenue which is limited based on the amount of the Signal Hill Successor Agency's annual tax increment revenue less amounts required by law to be deposited in the Signal Hill Successor Agency's Affordable Housing Special Revenue Fund. The second source is a loan from the City of Signal Hill which would be made from the City's share of sales tax revenue generated from the developed site. No other sources of funds are available for payments. At June 30, 2021, there was \$1,323,791 due under this agreement, which is reported as a current liability.

**CITY OF SIGNAL HILL**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

**NOTE 18 OPERATING LEASE OBLIGATIONS**

The City is leasing land used for an Auto Center under an operating lease dated June 30, 1988. The term of the lease expires November 30, 2055. The current period rental payments, which are classified as project costs, were \$260,466.

Future minimum rental payments to be made by the City are due as follows:

<u>Year Ending June 30,</u>	<u>Amount</u>
2022	\$ 266,796
2023	266,796
2024	266,796
2025	266,796
2026	275,259
2027 - 2031	1,416,257
2032 - 2036	1,498,674
2037 - 2041	1,574,419
2042 - 2046	1,659,432
2047 - 2051	1,743,349
2052 - 2056	1,599,276
Total minimum lease payments	<u>\$ 10,833,850</u>

The City is leasing land for an Auto Center under an operating lease dated December 21, 1993 and amended May 7, 1996. The term of the lease expires December 31, 2055. The current period rental payments, which are classified as project costs, were \$226,745.

Future minimum rental payments to be made by the City are due as follows:

<u>Year Ending June 30,</u>	<u>Amount</u>
2022	\$ 226,745
2023	226,745
2024	226,745
2025	230,147
2026	233,548
2027 - 2031	1,178,249
2032 - 2036	1,213,594
2037 - 2041	1,250,001
2042 - 2046	1,287,504
2047 - 2051	1,326,130
2052 - 2056	1,087,048
Total minimum lease payments	<u>\$ 8,486,456</u>

**REQUIRED SUPPLEMENTARY INFORMATION**

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**CITY OF SIGNAL HILL  
BUDGETARY COMPARISON SCHEDULE  
GENERAL FUND  
YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Property Taxes	\$ 2,128,637	\$ 2,128,637	\$ 2,525,205	\$ 396,568
Sales and Use Tax	13,745,048	13,745,048	20,267,843	6,522,795
Other Taxes	1,311,539	1,311,539	1,669,978	358,439
Licenses and Permits	514,710	514,710	678,809	164,099
Intergovernmental Revenues	42,750	42,750	35,348	(7,402)
Charges for Services	801,791	801,791	1,271,900	470,109
Fines and Forfeitures	287,449	287,449	175,417	(112,032)
Investment Income	946,938	1,054,938	1,071,070	16,132
Other Revenue	359,387	359,387	435,020	75,633
Total Revenues	20,138,249	20,246,249	28,130,590	7,884,341
<b>EXPENDITURES</b>				
City Council	245,885	254,573	212,850	41,723
City Treasurer	8,190	8,190	5,951	2,239
City Clerk	177,733	177,733	135,445	42,288
Economic Development	770,979	998,151	899,019	99,132
Executive Administration	1,009,548	1,009,548	986,953	22,595
Program Administration	239,221	289,221	222,026	67,195
Personnel Services	408,948	448,948	403,899	45,049
Support Services	2,022,038	2,022,038	1,917,042	104,996
Management Information Services	218,667	249,667	178,521	71,146
Fiscal Services	780,816	806,816	779,615	27,201
Total General Government	5,882,025	6,264,885	5,741,321	523,564
Community Services				
Library Programs and Services	372,602	372,602	355,159	17,443
Community Support and Services	654,506	664,506	619,221	45,285
Recreation	396,777	426,777	403,625	23,152
Total Community Services	1,423,885	1,463,885	1,378,005	85,880
Police				
Community Outreach	35,565	35,565	16,910	18,655
Patrol Services	5,185,167	5,205,425	5,152,027	53,398
Investigative Services	1,040,000	1,040,000	1,160,156	(120,156)
Police Support Services	1,742,110	1,764,084	1,552,450	211,634
Communications	923,657	923,657	843,478	80,179
Records	322,117	322,117	328,425	(6,308)
Emergency and Disaster Services	58,890	58,890	51,068	7,822
Total Police	9,307,506	9,349,738	9,104,514	245,224

(Continued)

See Note to the Required Supplementary Information.

**CITY OF SIGNAL HILL  
BUDGETARY COMPARISON SCHEDULE  
GENERAL FUND (CONTINUED)  
YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>EXPENDITURES (CONTINUED)</b>				
<b>COMMUNITY DEVELOPMENT</b>				
Planning Services	\$ 544,591	\$ 589,680	\$ 610,635	\$ (20,955)
Neighborhood Enhancement	90,589	182,039	63,094	118,945
Building and Safety	234,828	241,189	198,641	42,548
Oil Field Services	117,541	120,086	116,403	3,683
Total Community Development	987,549	1,132,994	988,773	144,221
Public Works				
Engineering and Project Services	632,158	653,358	635,069	18,289
Building Maintenance	778,098	778,098	822,956	(44,858)
Environmental Programs	729,755	729,755	575,007	154,748
Park Maintenance	968,464	969,364	873,624	95,740
Street Maintenance Operations	1,606,927	1,646,927	1,497,896	149,031
Total Public Works	4,715,402	4,777,502	4,404,552	372,950
Capital Outlay	125,000	185,000	110,815	74,185
Debt Service	-	349,900	349,900	-
Total Expenditures	22,441,367	23,523,904	22,077,880	1,446,024
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	(2,303,118)	(3,277,655)	6,052,710	9,330,365
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers In	1,038,565	1,304,047	516,472	(787,575)
Transfers Out	(1,032,552)	(1,231,581)	(794,594)	436,987
Total Other Financing Sources (Uses)	6,013	72,466	(278,122)	(350,588)
<b>NET CHANGE IN FUND BALANCE</b>	(2,297,105)	(3,205,189)	5,774,588	8,979,777
Fund Balance - Beginning of Year	42,251,613	42,251,613	42,251,613	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 39,954,508</u>	<u>\$ 39,046,424</u>	<u>\$ 48,026,201</u>	<u>\$ 8,979,777</u>

See Note to the Required Supplementary Information.

**CITY OF SIGNAL HILL  
BUDGETARY COMPARISON SCHEDULE  
HOUSING AUTHORITY SPECIAL REVENUE FUND  
YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Investment Income	\$ 38,000	\$ 38,000	\$ 29,541	\$ (8,459)
Total Revenues	38,000	38,000	29,541	(8,459)
<b>EXPENDITURES</b>				
Current				
Community Development	15,000	26,000	19,024	6,976
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	23,000	12,000	10,517	(1,483)
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers In	-	199,029	199,029	-
<b>NET CHANGE IN FUND BALANCE</b>	23,000	211,029	209,546	(1,483)
Fund Balance - Beginning of Year	5,662,371	5,662,371	5,662,371	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 5,685,371</u>	<u>\$ 5,873,400</u>	<u>\$ 5,871,917</u>	<u>\$ (1,483)</u>

See Note to the Required Supplementary Information.

**CITY OF SIGNAL HILL  
BUDGETARY COMPARISON SCHEDULE  
CAPITAL GRANTS SPECIAL REVENUE FUND  
YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental Revenues	\$ 4,186,616	\$ 4,186,615	\$ 560,001	\$ (3,626,614)
Total Revenues	4,186,616	4,186,615	560,001	(3,626,614)
<b>OTHER FINANCING SOURCES</b>				
Transfers In	-	-	1,186	1,186
Transfers Out	(3,789,344)	(3,789,344)	(597,766)	3,191,578
Total Other Financing Uses	(3,789,344)	(3,789,344)	(596,580)	3,192,764
<b>NET CHANGE IN FUND BALANCE</b>	397,272	397,271	(36,579)	(433,850)
Fund Balance - Beginning of Year	-	-	-	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 397,272</u>	<u>\$ 397,271</u>	<u>\$ (36,579)</u>	<u>\$ (433,850)</u>

See Note to the Required Supplementary Information.



**CITY OF SIGNAL HILL**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**  
**JUNE 30, 2021**

**1. BUDGETS AND BUDGETARY ACCOUNTING**

The City follows these procedures in establishing the budgetary data reflected in the financial statements:

- 1) The annual budget is adopted by the City Council after a public hearing and provides for the general operation of the City. The operating budget includes proposed expenditures and the means of financing them.
- 2) Budgets for the General and Special Revenue Funds are adopted on a basis substantially consistent with accounting principles generally accepted in the United States of America (U.S. GAAP). Accordingly, actual revenues and expenditures can be compared with related budget amounts without any significant reconciling items. No budgetary comparisons are presented for the Capital Projects Funds since budgets are adopted on a project basis as opposed to an annual basis. No budgets were adopted for the Assets Seizure, Los Angeles Impact, and the Civic Center Phase II special revenue funds for the current fiscal year.
- 3) Budget control is maintained over all accounts, and expenditures are not allowed to exceed appropriations at the program level (i.e. City Council, City Treasurer, City Attorney), except as approved in advance by the City Council.
- 4) Encumbrance accounting under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded to reserve that portion of the applicable appropriation is employed as an extension of formal budgetary integration in the Governmental Fund Types. However, at year-end all appropriations lapse. Accordingly, encumbrances are canceled and generally re-appropriated as part of the following year's budget. Encumbrances are not included in reported expenditures.
- 5) The City Council approves all significant budgetary changes.
- 6) Under Article XIIIB of the California Constitution (the Gann Spending Limitation Initiative), the City is restricted as to the amount of annual appropriations from proceeds of taxes, and if proceeds of taxes exceed allowed appropriations, the excess must either be refunded to the State Controller, or returned to the taxpayers through revised tax rates or revised fee schedules. Or an excess in one year may be offset against a deficit in following year. For the fiscal year ended June 30, 2021, based on calculations by City management, proceeds of taxes did not exceed appropriations.

**CITY OF SIGNAL HILL  
SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY  
LAST TEN FISCAL YEARS\***

Fiscal Year Ended	Miscellaneous Plan						
	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015
Measurement Period	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014
Plan's Proportion of the Net Pension Liability	0.33135%	0.32748%	0.32748%	0.32027%	0.31694%	0.12534%	0.13408%
Plan's Proportionate Share of the Net Pension Liability	\$ 13,976,419	\$ 13,113,924	\$ 12,213,091	\$ 12,625,288	\$ 11,009,993	\$ 8,603,439	\$ 8,343,258
Plan's Covered Payroll	\$ 4,955,620	\$ 4,924,328	\$ 4,746,775	\$ 4,782,533	\$ 4,769,466	\$ 4,171,972	\$ 4,623,297
Plan's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	282.03%	266.31%	257.29%	263.99%	230.84%	206.22%	180.46%
Plan's Proportionate Share of the Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	74.36%	75.26%	75.26%	73.31%	75.87%	79.72%	79.79%
Plan's Proportionate Share of Aggregate Employer Contributions	\$ 1,810,932	\$ 1,621,472	\$ 1,452,707	\$ 1,377,053	\$ 1,233,606	\$ 1,169,609	\$ 890,524

Notes to Schedule:

Benefit Changes:

There were no changes in benefits.

Changes in Assumptions:

From fiscal year June 30, 2015 to June 30, 2016:

GASB 68, paragraph 68 states that the long-term expected rate of return should be determined net of pension plan investment expense but without reduction for pension plan administrative expense. The discount rate of 7.50% used for the June 30, 2014 measurement date was net of administrative expenses. The discount rate of 7.65% used for the June 30, 2015 measurement date is without reduction of pension plan administrative expense.

From fiscal year June 30, 2016 to June 30, 2017:

There were no changes in assumptions.

From fiscal year June 30, 2017 to June 30, 2018:

In fiscal year 2017-2018, the financial reporting discount rate was reduced from 7.65% to 7.15%. Deferred outflows of resources and deferred inflows of resources for changes of assumptions represent the unamortized portion of this assumption change and the unamortized portion of the changes of assumptions related to prior measurement periods.

From fiscal year June 30, 2018 to June 30, 2019:

In 2018, demographic assumptions and inflation rate were changed in accordance to the CalPERS Experience Study and Review of Actuarial Assumptions December 2017. There were no changes in the discount rate.

From fiscal year June 30, 2019 to June 30, 2020:

In fiscal year 2019-2020, the financial reporting discount rate was reduced from 7.375% to 7.150%. The inflation rate was reduced from 2.75% to 2.50% in fiscal year 2019-2020.

From fiscal year June 30, 2020 to June 30, 2021:

There were no changes in assumptions.

\* Fiscal year 2015 was the 1st year of implementation, therefore only seven years are shown.

**CITY OF SIGNAL HILL  
SCHEDULE OF CONTRIBUTIONS  
LAST TEN FISCAL YEARS\***

Fiscal Year Ended	Miscellaneous Plan						
	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015
Contractually Required Contribution (Actuarially Determined)	\$ 1,284,614	\$ 1,442,517	\$ 1,268,784	\$ 1,095,591	\$ 1,001,003	\$ 913,915	\$ 673,607
Contributions in Relation to the Actuarially Determined Contributions	(1,284,614)	(1,442,517)	(1,268,784)	(1,095,591)	(1,001,003)	(913,915)	(673,607)
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered Payroll	\$ 4,799,168	\$ 4,955,620	\$ 4,924,328	\$ 4,746,775	\$ 4,782,533	\$ 4,769,466	\$ 4,171,972
Contributions as a Percentage of Covered Payroll	26.77%	29.11%	25.77%	23.08%	20.93%	19.16%	16.15%
Notes to Schedule:							
Valuation Date	6/30/2018	6/30/2017	6/30/2016	6/30/2015	6/30/2014	6/30/2013	6/30/2012
Methods and Assumptions Used to Determine Contribution Rates:							
Actuarial Cost Method	Entry age	Entry age	Entry age	Entry age	Entry age	Entry age	Entry age
Amortization Method	(1)	(1)	(1)	(1)	(1)	(1)	(1)
Asset Valuation Method	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	15 Year Smoothed Market Method
Inflation	2.50%	2.50%	2.75%	2.75%	2.75%	2.75%	2.75%
Salary Increases	(2)	(2)	(2)	(2)	(2)	(2)	(2)
Investment Rate of Return	7.000% (3)	7.150% (3)	7.375% (3)	7.50% (3)	7.50% (3)	7.50% (3)	7.50% (3)
Retirement Age	(4)	(4)	(4)	(4)	(4)	(4)	(4)
Mortality	(5)	(5)	(5)	(5)	(5)	(5)	(5)

(1) Level percentage of payroll, closed

(2) Depending on age, service, and type of employment

(3) Net of pension plan investment expense, including inflation

(4) 50 for all plans with the exception of 52 for Miscellaneous PEPRA 2%@62\*\*

(5) Mortality assumptions are based on mortality rates resulting from the most recent CalPERS Experience Study adopted by the CalPERS Board.

\* Fiscal year 2015 was the 1st year of implementation, therefore only seven years are shown.

**CITY OF SIGNAL HILL  
SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY  
LAST TEN FISCAL YEARS\***

	Safety Plan						
Fiscal Year Ended	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015
Measurement Period	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014
Plan's Proportion of the Net Pension Liability	0.26785%	0.26113%	0.26514%	0.26478%	0.27528%	0.16949%	0.16671%
Plan's Proportionate Share of the Net Pension Liability	\$ 17,844,795	\$ 16,301,080	\$ 15,557,284	\$ 15,821,202	\$ 14,257,433	\$ 11,633,599	\$ 10,373,619
Plan's Covered Payroll	\$ 3,407,054	\$ 3,319,213	\$ 2,752,971	\$ 3,397,367	\$ 3,120,311	\$ 3,095,462	\$ 3,002,188
Plan's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	523.76%	491.11%	565.11%	465.69%	456.92%	375.83%	345.54%
Plan's Proportionate Share of the Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	71.00%	75.26%	75.26%	73.31%	72.69%	75.88%	77.88%
Plan's Proportionate Share of Aggregate Employer Contributions	\$ 2,261,312	\$ 1,880,463	\$ 1,740,418	\$ 1,330,746	\$ 1,243,621	\$ 1,244,854	\$ 1,034,283

Notes to Schedule:

Benefit Changes:

There were no changes in benefits.

Changes in Assumptions:

From fiscal year June 30, 2015 to June 30, 2016:

GASB 68, paragraph 68 states that the long-term expected rate of return should be determined net of pension plan investment expense but without reduction for pension plan administrative expense. The discount rate of 7.50% used for the June 30, 2014 measurement date was net of administrative expenses. The discount rate of 7.65% used for the June 30, 2015 measurement date is without reduction of pension plan administrative expense.

From fiscal year June 30, 2016 to June 30, 2017:

There were no changes in assumptions.

From fiscal year June 30, 2017 to June 30, 2018:

In fiscal year 2017-2018, the financial reporting discount rate was reduced from 7.65% to 7.15%. Deferred outflows of resources and deferred inflows of resources for changes of assumptions represent the unamortized portion of this assumption change and the unamortized portion of the changes of assumptions related to prior measurement periods.

From fiscal year June 30, 2018 to June 30, 2019:

In 2018, demographic assumptions and inflation rate were changed in accordance to the CalPERS Experience Study and Review of Actuarial Assumptions December 2017. There were no changes in the discount rate.

From fiscal year June 30, 2019 to June 30, 2020:

In fiscal year 2019-2020, the financial reporting discount rate was reduced from 7.375% to 7.150%. The inflation rate was reduced from 2.75% to 2.50% in fiscal year 2019-2020.

From fiscal year June 30, 2020 to June 30, 2021:

There were no changes in assumptions.

\* Fiscal year 2015 was the 1st year of implementation, therefore only seven years are shown.

**CITY OF SIGNAL HILL  
SCHEDULE OF CONTRIBUTIONS  
LAST TEN FISCAL YEARS\***

Fiscal Year Ended	Safety Plan						
	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015
Contractually Required Contribution (Actuarially Determined)	\$ 1,753,821	\$ 1,614,253	\$ 1,372,345	\$ 1,677,943	\$ 1,531,100	\$ 1,407,461	\$ 1,197,783
Contributions in Relation to the Actuarially Determined Contributions	(1,753,821)	(1,614,253)	(1,372,345)	(1,677,943)	(1,531,100)	(1,407,461)	(1,197,783)
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered Payroll	\$ 3,480,836	\$ 3,407,054	\$ 3,319,213	\$ 2,752,971	\$ 3,397,367	\$ 3,120,311	\$ 3,095,462
Contributions as a Percentage of Covered Payroll	50.39%	47.38%	41.35%	60.95%	45.07%	45.11%	38.69%
Notes to Schedule:							
Valuation Date	6/30/2018	6/30/2017	6/30/2016	6/30/2015	6/30/2014	6/30/2013	6/30/2012
Methods and Assumptions Used to Determine Contribution Rates:							
Actuarial Cost Method	Entry age (1.00)	Entry age (1)	Entry age (1)	Entry age (1)	Entry age (1)	Entry age (1)	Entry age (1)
Amortization Method	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	15 Year Smoothed Market Method
Asset Valuation Method							
Inflation	2.50%	2.50%	2.75%	2.75%	2.75%	2.75%	2.75%
Salary Increases	(2)	(2)	(2)	(2)	(2)	(2)	(2)
Investment Rate of Return	7.000% (3)	7.150% (3)	7.375% (3)	7.50% (3)	7.50% (3)	7.50% (3)	7.50% (3)
Retirement Age	(4)	(4)	(4)	(4)	(4)	(4)	(4)
Mortality	(5)	(5)	(5)	(5)	(5)	(5)	(5)

(1) Level percentage of payroll, closed

(2) Depending on age, service, and type of employment

(3) Net of pension plan investment expense, including inflation

(4) 50 for all plans with the exception of 52 for Miscellaneous PEPRA 2%@62\*\*

(5) Mortality assumptions are based on mortality rates resulting from the most recent CalPERS Experience Study adopted by the CalPERS Board.

\* Fiscal year 2015 was the 1st year of implementation, therefore only seven years are shown.

**CITY OF SIGNAL HILL**  
**SCHEDULE OF CHANGES IN THE NET OPEB LIABILITY AND RELATED RATIOS**  
**LAST TEN FISCAL YEARS\***

Fiscal Year End	6/30/2021	6/30/2020	6/30/2019	6/30/2018	6/30/2017	6/30/2016
Measurement Date	6/30/2021	6/30/2020	6/30/2019	6/30/2018	6/30/2017	6/30/2016
Total OPEB Liability:						
Service Cost	\$ 270,003	\$ 78,454	\$ 76,354	\$ 88,947	\$ 86,566	\$ 84,249
Interest on Total OPEB Liability	814,641	693,993	689,655	724,953	719,524	732,333
Changes of Assumptions	350,078	3,078,833	-	-	-	-
Experience Gains/(Losses)	-	171,290	-	(633,287)	-	-
Investment Gains/(Losses)	-	-	5,035	(5,035)	-	-
Benefit Payments, Including Refunds and the Implied Subsidy Benefit Payments	(1,049,577)	(1,040,518)	(705,652)	(729,067)	(718,446)	(697,696)
Net Change in Total OPEB Liability	385,145	2,982,052	65,392	(553,489)	87,644	118,886
Total OPEB Liability - Beginning of Year	13,967,139	10,985,087	10,919,695	11,473,184	11,385,540	11,266,654
Total OPEB Liability - End of Year (a)	14,352,284	13,967,139	10,985,087	10,919,695	11,473,184	11,385,540
Plan Fiduciary Net Position:						
Contributions - Employer	1,184,870	1,251,150	705,652	729,067	718,446	847,696
Contributions - Employees	65,478	336,878	-	-	-	-
Net Investment Income (Loss)	642,090	186,488	135,298	125,181	154,005	(31,941)
Administrative Expenses	(18,569)	(15,198)	(12,204)	(11,911)	(11,107)	(3,818)
Benefit Payments, Including Refunds and the Implied Subsidy Benefit Payments	(1,049,577)	(1,040,518)	(705,652)	(729,067)	(718,446)	(697,696)
Other Miscellaneous Income (Expense)	-	-	(2)	-	-	-
Net Change in Plan Fiduciary Net Position	824,292	718,800	123,092	113,270	142,898	114,241
Plan Fiduciary Net Position - Beginning of Year	2,809,508	2,090,708	1,967,616	1,854,346	1,711,448	1,597,207
Plan Fiduciary Net Position - End of Year (b)	3,633,800	2,809,508	2,090,708	1,967,616	1,854,346	1,711,448
Net OPEB Liability - Ending (a)-(b)	\$ 10,718,484	\$ 11,157,631	\$ 8,894,379	\$ 8,952,079	\$ 9,618,838	\$ 9,674,092
Plan Fiduciary Net Position as a Percentage of the Total OPEB Liability	25.32%	20.12%	19.03%	18.02%	16.16%	15.03%
Covered - Employee Payroll	\$ 7,873,764	\$ 8,223,691	\$ 8,137,547	\$ 7,960,934	\$ 7,997,352	\$ 7,783,311
Net OPEB Liability as Percentage of Covered - Employee Payroll	136.13%	135.68%	109.30%	112.45%	120.28%	124.29%

Notes to Schedule:

Benefit Changes:

There were no changes in benefits.

Changes in Assumptions:

FYE June 30, 2020- Investment rate of return/discount rate was lowered from 6.50% to 6.00%, an implicit rate subsidy was added, and certain demographic assumptions were changed.

FYE June 30, 2021- Investment rate of return/discount rate was lowered from 6.00% to 5.75%

\* Fiscal year 2016 was the first year of implementation; therefore, only six years are shown.

**SUPPLEMENTARY INFORMATION**

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**CITY OF SIGNAL HILL  
OTHER GOVERNMENTAL FUNDS  
SPECIAL REVENUE FUNDS**

The Special Revenue Funds are used to account for revenues derived from specific sources which are usually required by law or administrative regulation to be accounted for in a separate fund.

Asset Seizure Fund - Accounts for the portion of seized monies and property returned to the City for narcotic enforcement and other police related activities, pursuant to Federal and State asset forfeitures laws.

Park Development Fund - Accounts for revenues from residential and commercial developers impact fees for park acquisition and improvement purposes.

HCDA Grant Fund - Accounts for community development block grant revenues and expenditures for rehabilitation, food distribution and capital projects.

Special Gas Tax Fund - Accounts for receipts and disbursements of monies apportioned to the City under the Streets and Highways Code of the State of California, as well as a Transportation Development Act grant for bicycle and pedestrian facilities.

Transportation Proposition A Fund - As "Proposition A" increased the sales tax in Los Angeles County by .5%, this fund accounts for financial activity relative to the City's share of these monies. "Proposition A" revenues are to be used for public transportation purposes.

Pipeline Removal Fund - Accounts for revenues from fees paid by franchisees on idle pipeline for future removal costs.

Air Quality Improvement Fund - Accounts for revenues apportioned to the City from the Southern California AQMD fees on motor vehicle registrations, used to fund programs to reduce air pollution from mobile sources.

Water Development Fund - Accounts for revenues from residential and commercial developers' impact fees for water system improvements related to new development.

Traffic Impact Fund - Accounts for revenues from residential and commercial developers' impact fees for the purpose of reducing traffic within the City related to new development.

Transportation Proposition C Fund - As "Proposition C" increased the sales tax in Los Angeles County by .5%, this fund accounts for financial activity relative to the City's share of these monies. "Proposition C" revenues are to be used for public transportation purposes.

TDA Article III Fund – Accounts for City's share of Transportation Development Act (TDA) Article III monies remitted by Los Angeles County Metropolitan Authority. Funds are allocated annually on a per capita basis and may be used or placed on reserve to fund eligible projects.

Lighting and Landscape Fund - Accounts for financial activity relating to the City's landscape and lighting district. Revenues include assessments to property owners within the district and expenditures relate to the maintenance and upkeep of the system.

Supplemental Law Enforcement Fund - Accounts for the receipts and disbursements of monies awarded to the City under the Citizens Option for Public Safety program (otherwise known as the COPS). The grant was established by State Assembly Bill (AB) 3229 and is appropriated through its Supplemental Law Enforcement Fund.

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**CITY OF SIGNAL HILL  
OTHER GOVERNMENTAL FUNDS  
SPECIAL REVENUE FUNDS (CONTINUED)**

Public Safety State Resources Fund - Accounts for funding received by the State of California Office of Traffic Safety for public safety overtime related to the enforcement of California's DUI laws.

Housing Impact Fund - Accounts for the revenues collected pursuant to the agreement between the City's Redevelopment Agency and the Development and Disposition Agreement with the Hilltop, LLC. The fees collected are based upon 2% of the sales price of new residential development and must be used for very low and low income housing.

MTA-STPL Grant Fund - Accounts for receipts and disbursements of grant funds awarded by the Los Angeles County Metropolitan Transportation Authority for eligible transportation capital improvement projects, such as the City's pavement management program.

Measure M Fund - Accounts for the financial activity relative to the City's share of the Los Angeles sales tax increase of 0.5% for traffic improvement transportation projects in accordance with the Los Angeles County Traffic Improvement Plan. "Measure M" revenues are disbursed by the Los Angeles County Metro Transportation Authority (MTA).

Transportation Measure R Fund - As "Measure R" increased the sales tax in Los Angeles County by 0.5%, this fund accounts for financial activity relative to the City's share of those monies. "Measure R" revenues are disbursed by the Los Angeles County Metro Transportation Authority (MTA) and are to be used for public transportation projects.

Planning Grants Fund - The Planning Grants Fund was established to account for grants from external agencies to be used for planning projects.

Los Angeles Impact Fund -The Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force (L.A. IMPACT) grant funds provide for a compilation of numerous federal, state and local law enforcement agencies in Los Angeles county whose primary focus is to investigate major crimes, with an emphasis on dismantling mid to major level drug trafficking organizations.

RMRA (SB1) Fund - Accounts for the financial activity relative to the Road Recovery and Accountability Act that was passed on April 6, 2017, providing funding through Senate Bill 1 and the Highway Users Trust Account (HUTA) for maintenance and rehabilitation of roadways.

Measure W Fund – Accounts for the City's share of the California parcel tax increase of \$0.025 per square foot of impermeable property for funding projects in accordance with the expenditure plan pursuant to the Los Angeles Region, Safe, Clean Water Program. Projects.

Civic Center Phase II Fund - Accounts for funding sources for the design and construction of the Signal Hill Public Library.

Lease Revenue Bond Capital Projects Fund - Accounts for the proceeds of the Signal Hill Municipal Financing Authority's Lease Revenue Bonds, Series 2018, and construction of the portion of the Signal Hill Library provided by the bonds. The Lease Revenue Bond Capital Projects Fund balance is restricted for specific capital project funding.

**CITY OF SIGNAL HILL  
COMBINING BALANCE SHEET  
OTHER GOVERNMENTAL FUNDS  
JUNE 30, 2021**

	Special Revenue Funds				
	Asset Seizure	Park Development	HCDA Grant	Special Gas Tax	Transportation Proposition A
<b>ASSETS</b>					
Cash and Investments	\$ 208,469	\$ 1,988,944	\$ -	\$ 1,068,011	\$ 631,908
Restricted Cash and Investments	-	-	-	-	-
Accrued Interest Receivable	-	-	600	-	-
Due from Other Governments	-	-	51,222	-	-
Loans Receivable	-	-	6,037	-	-
Advances to Other Funds	-	890,295	-	-	-
Total Assets	<u>\$ 208,469</u>	<u>\$ 2,879,239</u>	<u>\$ 57,859</u>	<u>\$ 1,068,011</u>	<u>\$ 631,908</u>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>					
<b>LIABILITIES</b>					
Accounts Payable	\$ -	\$ 561	\$ 14,737	\$ -	\$ 7,083
Accrued Liabilities	-	-	-	-	1,957
Unearned Revenues	-	890,295	-	-	-
Due to Other Funds	-	-	36,484	-	-
Total Liabilities	-	890,856	51,221	-	9,040
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Unavailable Revenues	-	-	600	-	-
<b>FUND BALANCES</b>					
Restricted for					
Public Protection	208,469	-	-	-	-
Development Impact	-	1,988,383	-	-	-
Transportation	-	-	-	1,068,011	622,868
Capital Improvements	-	-	-	-	-
Housing	-	-	6,038	-	-
Total Fund Balances	<u>208,469</u>	<u>1,988,383</u>	<u>6,038</u>	<u>1,068,011</u>	<u>622,868</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 208,469</u>	<u>\$ 2,879,239</u>	<u>\$ 57,859</u>	<u>\$ 1,068,011</u>	<u>\$ 631,908</u>

Special Revenue Funds (Continued)

Pipeline Removal	Air Quality Improvement	Water Development	Traffic Impact	Transportation Proposition C	TDA Article III	Lighting and Landscape
\$ 2,386,350	\$ 97,088	\$ 651,053	\$ 960,653	\$ 460,550	\$ -	\$ 47,230
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	3,889	-	-	-	553	2,099
-	-	-	-	-	-	-
-	-	765,892	31,615	-	-	-
<u>\$ 2,386,350</u>	<u>\$ 100,977</u>	<u>\$ 1,416,945</u>	<u>\$ 992,268</u>	<u>\$ 460,550</u>	<u>\$ 553</u>	<u>\$ 49,329</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,240
-	-	-	-	-	-	142
-	-	765,892	31,615	-	-	-
-	-	-	-	-	553	-
-	-	765,892	31,615	-	553	5,382
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	651,053	960,653	-	-	-
-	100,977	-	-	460,550	-	-
2,386,350	-	-	-	-	-	43,947
-	-	-	-	-	-	-
<u>2,386,350</u>	<u>100,977</u>	<u>651,053</u>	<u>960,653</u>	<u>460,550</u>	<u>-</u>	<u>43,947</u>
<u>\$ 2,386,350</u>	<u>\$ 100,977</u>	<u>\$ 1,416,945</u>	<u>\$ 992,268</u>	<u>\$ 460,550</u>	<u>\$ 553</u>	<u>\$ 49,329</u>

(Continued)

**CITY OF SIGNAL HILL  
COMBINING BALANCE SHEET (CONTINUED)  
OTHER GOVERNMENTAL FUNDS  
JUNE 30, 2021**

	Special Revenue Funds (Continued)				
	Supplemental Law Enforcement	Public Safety State Resources	Housing Impact	MTA-STPL Grant	Measure M
<b>ASSETS</b>					
Cash and Investments	\$ 2,859	\$ -	\$ 760,350	\$ 215,241	\$ 383,658
Restricted Cash and Investments	-	-	-	-	-
Accrued Interest Receivable	-	-	-	-	-
Due from Other Governments	-	10,349	-	-	-
Loans Receivable	-	-	-	-	-
Advances to Other Funds	-	-	-	-	-
Total Assets	<u>\$ 2,859</u>	<u>\$ 10,349</u>	<u>\$ 760,350</u>	<u>\$ 215,241</u>	<u>\$ 383,658</u>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>					
<b>LIABILITIES</b>					
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ -
Accrued Liabilities	2,859	-	-	-	-
Unearned Revenues	-	-	-	-	-
Due to Other Funds	-	10,349	-	-	-
Total Liabilities	2,859	10,349	-	-	-
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Unavailable Revenues	-	-	-	-	-
<b>FUND BALANCES</b>					
Restricted for					
Public Protection	-	-	-	-	-
Development Impact	-	-	760,350	-	-
Transportation	-	-	-	215,241	383,658
Capital Improvements	-	-	-	-	-
Housing	-	-	-	-	-
Total Fund Balances	-	-	760,350	215,241	383,658
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 2,859</u>	<u>\$ 10,349</u>	<u>\$ 760,350</u>	<u>\$ 215,241</u>	<u>\$ 383,658</u>

Special Revenue Funds (Continued)							Total Other Governmental Funds
Transportation Measure R	Planning Grants	Los Angeles Impact	RMRA (SB1)	Measure W	Civic Center Phase II	Lease Revenue Bond Capital Projects Fund	
\$ 591,197	\$ -	\$ -	\$ 383,817	\$ 276,566	\$ -	\$ 7,174	\$ 11,121,118
-	-	-	-	-	13,171	-	13,171
-	-	-	-	-	-	-	600
-	106,419	4,628	39,566	-	-	-	218,725
-	-	-	-	-	-	-	6,037
-	-	-	-	-	-	-	1,687,802
<u>\$ 591,197</u>	<u>\$ 106,419</u>	<u>\$ 4,628</u>	<u>\$ 423,383</u>	<u>\$ 276,566</u>	<u>\$ 13,171</u>	<u>\$ 7,174</u>	<u>\$ 13,047,453</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,621
-	-	-	-	-	-	-	4,958
-	-	-	-	-	-	-	1,687,802
-	106,419	4,628	-	-	13,171	-	171,604
-	106,419	4,628	-	-	13,171	-	1,891,985
-	-	-	-	-	-	-	600
-	-	-	-	-	-	-	208,469
-	-	-	-	-	-	-	4,360,439
591,197	-	-	423,383	-	-	-	3,865,885
-	-	-	-	276,566	-	7,174	2,714,037
-	-	-	-	-	-	-	6,038
<u>591,197</u>	<u>-</u>	<u>-</u>	<u>423,383</u>	<u>276,566</u>	<u>-</u>	<u>7,174</u>	<u>11,154,868</u>
<u>\$ 591,197</u>	<u>\$ 106,419</u>	<u>\$ 4,628</u>	<u>\$ 423,383</u>	<u>\$ 276,566</u>	<u>\$ 13,171</u>	<u>\$ 7,174</u>	<u>\$ 13,047,453</u>

**CITY OF SIGNAL HILL  
COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCES  
OTHER GOVERNMENTAL FUNDS  
YEAR ENDED JUNE 30, 2021**

	Special Revenue Funds				
	Asset Seizure	Park Development	HCDA Grant	Special Gas Tax	Transportation Proposition A
<b>REVENUES</b>					
Other Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues	3,256	-	203,262	259,798	237,317
Charges for Services	-	47,307	-	-	996
Investment Income	188	1,918	-	988	470
Total Revenues	3,444	49,225	203,262	260,786	238,783
<b>EXPENDITURES</b>					
Current					
Police	-	-	-	-	-
Community Development	-	-	149,757	-	115,027
Public Works	-	-	-	-	-
Total Expenditures	-	-	149,757	-	115,027
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	3,444	49,225	53,505	260,786	123,756
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers Out	-	(125,144)	(53,504)	(250,000)	-
<b>NET CHANGE IN FUND BALANCES</b>	3,444	(75,919)	1	10,786	123,756
Fund Balances - Beginning of Year	205,025	2,064,302	6,037	1,057,225	499,112
<b>FUND BALANCES - END OF YEAR</b>	<u>\$ 208,469</u>	<u>\$ 1,988,383</u>	<u>\$ 6,038</u>	<u>\$ 1,068,011</u>	<u>\$ 622,868</u>



Special Revenue Funds (Continued)

Pipeline Removal	Air Quality Improvement	Water Development	Traffic Impact	Transportation Proposition C	TDA Article III	Lighting and Landscape
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,184
-	15,293	-	-	196,846	22,839	-
-	-	54,290	15,059	-	-	-
2,153	94	561	891	518	-	48
2,153	15,387	54,851	15,950	197,364	22,839	65,232
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	1,000	-	-	-	-	64,744
-	1,000	-	-	-	-	64,744
2,153	14,387	54,851	15,950	197,364	22,839	488
-	(4,452)	-	(56,684)	(252,683)	(22,839)	-
2,153	9,935	54,851	(40,734)	(55,319)	-	488
2,384,197	91,042	596,202	1,001,387	515,869	-	43,459
\$ 2,386,350	\$ 100,977	\$ 651,053	\$ 960,653	\$ 460,550	\$ -	\$ 43,947

(Continued)

**CITY OF SIGNAL HILL  
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES (CONTINUED)  
OTHER GOVERNMENTAL FUNDS  
YEAR ENDED JUNE 30, 2021**

	Special Revenue Funds (Continued)				
	Supplemental Law Enforcement	Public Safety State Resources	Housing Impact	MTA-STPL Grant	Measure M
<b>REVENUES</b>					
Other Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues	156,727	57,782	-	-	167,507
Charges for Services	-	-	-	-	-
Investment Income	-	-	702	188	424
Total Revenues	156,727	57,782	702	188	167,931
<b>EXPENDITURES</b>					
Current					
Police	156,727	57,782	-	-	-
Community Development	-	-	-	-	-
Public Works	-	-	-	-	-
Total Expenditures	156,727	57,782	-	-	-
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	-	-	702	188	167,931
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers Out	-	-	-	-	(196,273)
<b>NET CHANGE IN FUND BALANCES</b>	-	-	702	188	(28,342)
Fund Balances - Beginning of Year	-	-	759,648	215,053	412,000
<b>FUND BALANCES - END OF YEAR</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 760,350</b>	<b>\$ 215,241</b>	<b>\$ 383,658</b>

Special Revenue Funds (Continued)							Total Other Governmental Funds
Transportation Measure R	Planning Grants	Los Angeles Impact	RMRA (SB1)	Measure W	Civic Center Phase II	Lease Revenue Bond Capital Projects Fund	
\$ -	\$ -	\$ -	\$ -	\$ 276,558	\$ -	\$ -	\$ 341,742
147,839	200,000	27,362	217,123	-	-	-	1,912,951
-	-	-	-	-	-	-	117,652
471	-	-	334	8	-	-	9,956
148,310	200,000	27,362	217,457	276,566	-	-	2,382,301
-	-	27,362	-	-	-	-	241,871
-	-	-	-	-	-	-	264,784
-	-	-	-	-	-	-	65,744
-	-	27,362	-	-	-	-	572,399
148,310	200,000	-	217,457	276,566	-	-	1,809,902
(35,007)	(200,000)	-	(169,847)	-	-	(9,268)	(1,375,701)
113,303	-	-	47,610	276,566	-	(9,268)	434,201
477,894	-	-	375,773	-	-	16,442	10,720,667
\$ 591,197	\$ -	\$ -	\$ 423,383	\$ 276,566	\$ -	\$ 7,174	\$ 11,154,868

**CITY OF SIGNAL HILL**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**PARK DEVELOPMENT SPECIAL REVENUE FUND**  
**YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Charges for Services	\$ 21,715	\$ 21,715	\$ 47,307	\$ 25,592
Investment Income	6,027	6,027	1,918	(4,109)
Total Revenues	27,742	27,742	49,225	21,483
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers Out	(308,044)	(308,044)	(125,144)	182,900
<b>NET CHANGE IN FUND BALANCE</b>	(280,302)	(280,302)	(75,919)	204,383
Fund Balance - Beginning of Year	2,064,302	2,064,302	2,064,302	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 1,784,000</u>	<u>\$ 1,784,000</u>	<u>\$ 1,988,383</u>	<u>\$ 204,383</u>

**CITY OF SIGNAL HILL**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**HCDA GRANT SPECIAL REVENUE FUND**  
**YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental Revenues	\$ 246,772	\$ 246,772	\$ 203,262	\$ (43,510)
<b>EXPENDITURES</b>				
Current				
Community Development	197,418	197,418	149,757	47,661
<b>EXCESS OF REVENUES UNDER EXPENDITURES</b>	49,354	49,354	53,505	4,151
<b>OTHER FINANCING USES</b>				
Transfers Out	(49,354)	(49,354)	(53,504)	(4,150)
<b>NET CHANGE IN FUND BALANCE</b>	-	-	1	1
Fund Balance - Beginning of Year	6,037	6,037	6,037	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 6,037</u>	<u>\$ 6,037</u>	<u>\$ 6,038</u>	<u>\$ 1</u>

**CITY OF SIGNAL HILL**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**SPECIAL GAS TAX SPECIAL REVENUE FUND**  
**YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental Revenues	\$ 147,395	\$ 147,395	\$ 259,798	\$ 112,403
Investment Income	4,000	4,000	988	(3,012)
Total Revenues	151,395	151,395	260,786	109,391
<b>OTHER FINANCING USES</b>				
Transfers Out	(500,000)	(500,000)	(250,000)	250,000
<b>NET CHANGE IN FUND BALANCE</b>	(348,605)	(348,605)	10,786	359,391
Fund Balance - Beginning of Year	1,057,225	1,057,225	1,057,225	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 708,620</u>	<u>\$ 708,620</u>	<u>\$ 1,068,011</u>	<u>\$ 359,391</u>

**CITY OF SIGNAL HILL  
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
TRANSPORTATION PROPOSITION A SPECIAL REVENUE FUND  
YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental Revenues	\$ 205,454	\$ 205,454	\$ 237,317	\$ 31,863
Charges for Services	-	-	996	996
Investment Income	2,250	2,250	470	(1,780)
Total Revenues	207,704	207,704	238,783	31,079
<b>EXPENDITURES</b>				
Current				
Community Development	186,132	179,016	115,027	63,989
<b>NET CHANGE IN FUND BALANCE</b>	21,572	28,688	123,756	95,068
Fund Balance - Beginning of Year	499,112	499,112	499,112	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 520,684</u>	<u>\$ 527,800</u>	<u>\$ 622,868</u>	<u>\$ 95,068</u>

**CITY OF SIGNAL HILL  
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
PIPELINE REMOVAL SPECIAL REVENUE FUND  
YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Investment Income	\$ 11,000	\$ 11,000	\$ 2,153	\$ (8,847)
Fund Balance - Beginning of Year	2,384,197	2,384,197	2,384,197	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 2,395,197</u>	<u>\$ 2,395,197</u>	<u>\$ 2,386,350</u>	<u>\$ (8,847)</u>



**CITY OF SIGNAL HILL**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**AIR QUALITY IMPROVEMENT SPECIAL REVENUE FUND**  
**YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental Revenues	\$ 15,200	\$ 15,200	\$ 15,293	\$ 93
Investment Income	400	400	94	(306)
Total Revenues	15,600	15,600	15,387	(213)
<b>EXPENDITURES</b>				
Current				
Public Works	1,000	1,000	1,000	-
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	14,600	14,600	14,387	(213)
<b>OTHER FINANCING SOURCES</b>				
Transfers Out	(21,390)	(21,390)	(4,452)	16,938
<b>NET CHANGE IN FUND BALANCE</b>	(6,790)	(6,790)	9,935	16,725
Fund Balance - Beginning of Year	91,042	91,042	91,042	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 84,252</u>	<u>\$ 84,252</u>	<u>\$ 100,977</u>	<u>\$ 16,725</u>

**CITY OF SIGNAL HILL**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**WATER DEVELOPMENT SPECIAL REVENUE FUND**  
**YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Charges for Services	\$ 21,545	\$ 21,545	\$ 54,290	\$ 32,745
Investment Income	2,606	2,606	561	(2,045)
<b>TOTAL REVENUES</b>	24,151	24,151	54,851	30,700
<b>OTHER FINANCING USES</b>				
Transfers out	(581,241)	(581,241)	-	581,241
<b>NET CHANGE IN FUND BALANCE</b>	(557,090)	(557,090)	54,851	611,941
Fund Balance at Beginning of Year	596,202	596,202	596,202	-
<b>FUND BALANCE AT END OF YEAR</b>	<u>\$ 39,112</u>	<u>\$ 39,112</u>	<u>\$ 651,053</u>	<u>\$ 611,941</u>

**CITY OF SIGNAL HILL  
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
TRAFFIC IMPACT SPECIAL REVENUE FUND  
YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Charges for Services	\$ 543	\$ 543	\$ 15,059	\$ 14,516
Investment Income	5,500	5,500	891	(4,609)
Total Revenues	6,043	6,043	15,950	9,907
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers Out	(118,946)	(118,946)	(56,684)	62,262
<b>NET CHANGE IN FUND BALANCE</b>	(112,903)	(112,903)	(40,734)	72,169
Fund Balance - Beginning of Year	1,001,387	1,001,387	1,001,387	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 888,484</u>	<u>\$ 888,484</u>	<u>\$ 960,653</u>	<u>\$ 72,169</u>

**CITY OF SIGNAL HILL**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**TRANSPORTATION PROPOSITION C SPECIAL REVENUE FUND**  
**YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental Revenues	\$ 183,533	\$ 183,533	\$ 196,846	\$ 13,313
Investment Income	2,500	2,500	518	(1,982)
Total Revenues	186,033	186,033	197,364	11,331
<b>EXPENDITURES</b>				
Public Works	5,000	5,000	-	5,000
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	181,033	181,033	197,364	16,331
<b>OTHER FINANCING USES</b>				
Transfers Out	(287,692)	(486,211)	(252,683)	233,528
<b>NET CHANGE IN FUND BALANCE</b>	(106,659)	(305,178)	(55,319)	249,859
Fund Balance - Beginning of Year	515,869	515,869	515,869	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 409,210</u>	<u>\$ 210,691</u>	<u>\$ 460,550</u>	<u>\$ 249,859</u>

**CITY OF SIGNAL HILL**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**TDA ARTICLE 3 SPECIAL REVENUE FUND**  
**YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental Revenues	\$ 8,958	\$ 8,958	\$ 22,839	\$ 13,881
<b>OTHER FINANCING USES</b>				
Transfers Out	(8,958)	(8,958)	(22,839)	(13,881)
<b>NET CHANGE IN FUND BALANCE</b>	-	-	-	-
Fund Balance - Beginning of Year	-	-	-	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**CITY OF SIGNAL HILL**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**LIGHTING AND LANDSCAPE SPECIAL REVENUE FUND**  
**YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Other Taxes	\$ 91,600	\$ 64,468	\$ 65,184	\$ 716
Investment Income	250	250	48	(202)
Total Revenues	91,850	64,718	65,232	514
<b>EXPENDITURES</b>				
Current				
Public Works	91,543	66,437	64,744	1,693
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	307	(1,719)	488	2,207
Fund Balance - Beginning of Year	43,459	43,459	43,459	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 43,766</u>	<u>\$ 41,740</u>	<u>\$ 43,947</u>	<u>\$ 2,207</u>

**CITY OF SIGNAL HILL**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**SUPPLEMENTAL LAW ENFORCEMENT SPECIAL REVENUE FUND**  
**YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental Revenues	\$ 145,100	\$ 145,100	\$ 156,727	\$ 11,627
<b>EXPENDITURES</b>				
Current				
Police	146,100	146,100	156,727	(10,627)
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	(1,000)	(1,000)	-	1,000
Fund Balance - Beginning of Year	-	-	-	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ (1,000)</u>	<u>\$ (1,000)</u>	<u>\$ -</u>	<u>\$ 1,000</u>

**CITY OF SIGNAL HILL**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**PUBLIC SAFETY STATE RESOURCES SPECIAL REVENUE FUND**  
**YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental Revenues	\$ 60,000	\$ 67,000	\$ 57,782	\$ (9,218)
<b>EXPENDITURES</b>				
Current				
Police	60,000	60,000	57,782	2,218
<b>NET CHANGE IN FUND BALANCE</b>	-	7,000	-	(7,000)
Fund Balance - Beginning of Year	-	-	-	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ -</u>	<u>\$ 7,000</u>	<u>\$ -</u>	<u>\$ (7,000)</u>



**CITY OF SIGNAL HILL**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**HOUSING IMPACT SPECIAL REVENUE FUND**  
**YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Investment Income	\$ 21,000	\$ 21,000	\$ 702	\$ (20,298)
Fund Balance - Beginning of Year	759,648	759,648	759,648	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 780,648</u>	<u>\$ 780,648</u>	<u>\$ 760,350</u>	<u>\$ (20,298)</u>

**CITY OF SIGNAL HILL**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**MTA-STPL GRANT SPECIAL REVENUE FUND**  
**YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Investment Income	\$ 1,045	\$ 1,045	\$ 188	\$ (857)
Fund Balance - Beginning of Year	215,053	215,053	215,053	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 216,098</u>	<u>\$ 216,098</u>	<u>\$ 215,241</u>	<u>\$ (857)</u>

**CITY OF SIGNAL HILL**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**MEASURE M SPECIAL REVENUE FUND**  
**YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental Revenues	\$ 155,827	\$ 155,827	\$ 167,507	\$ 11,680
Investment Income	1,866	1,866	424	(1,442)
Total Revenues	157,693	157,693	167,931	10,238
<b>OTHER FINANCING USES</b>				
Transfers Out	(200,000)	(200,000)	(196,273)	3,727
<b>NET CHANGE IN FUND BALANCE</b>	(42,307)	(42,307)	(28,342)	13,965
Fund Balance - Beginning of Year	412,000	412,000	412,000	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 369,693</u>	<u>\$ 369,693</u>	<u>\$ 383,658</u>	<u>\$ 13,965</u>

**CITY OF SIGNAL HILL**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**TRANSPORTATION MEASURE R SPECIAL REVENUE FUND**  
**YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental Revenues	\$ 137,510	\$ 137,510	\$ 147,839	\$ 10,329
Investment Income	2,665	2,665	471	(2,194)
Total Revenues	140,175	140,175	148,310	8,135
<b>OTHER FINANCING USES</b>				
Transfers Out	(264,521)	(66,002)	(35,007)	30,995
<b>NET CHANGE IN FUND BALANCE</b>	(124,346)	74,173	113,303	30,995
Fund Balance - Beginning of Year	477,894	477,894	477,894	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 353,548</u>	<u>\$ 552,067</u>	<u>\$ 591,197</u>	<u>\$ 30,995</u>

**CITY OF SIGNAL HILL**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**PLANNING GRANTS SPECIAL REVENUE FUND**  
**YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental Revenues	\$ 194,734	\$ 460,216	\$ 200,000	\$ (260,216)
<b>OTHER FINANCING USES</b>				
Transfers Out	(194,734)	(460,216)	(200,000)	260,216
<b>NET CHANGE IN FUND BALANCE</b>	-	-	-	-
Fund Balance - Beginning of Year	-	-	-	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**CITY OF SIGNAL HILL**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**RMRA (SB1) SPECIAL REVENUE FUND**  
**YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental Revenues	\$ 189,355	\$ 189,355	\$ 217,123	\$ 27,768
Investment Income	1,866	1,866	334	(1,532)
Total Revenues	191,221	191,221	217,457	26,236
<b>OTHER FINANCING USES</b>				
Transfers Out	(250,000)	(250,000)	(169,847)	80,153
<b>NET CHANGE IN FUND BALANCE</b>	(58,779)	(58,779)	47,610	106,389
Fund Balance - Beginning of Year	375,773	375,773	375,773	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 316,994</u>	<u>\$ 316,994</u>	<u>\$ 423,383</u>	<u>\$ 106,389</u>

**CITY OF SIGNAL HILL**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**MEASURE W SPECIAL REVENUE FUND**  
**YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Other Taxes	\$ 280,000	\$ 280,000	\$ 276,558	\$ (3,442)
Investment Income	-	-	8	8
Total Revenues	280,000	280,000	276,566	(3,434)
Fund Balance - Beginning of Year	-	-	-	-
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 280,000</u>	<u>\$ 280,000</u>	<u>\$ 276,566</u>	<u>\$ (3,434)</u>

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**STATISTICAL SECTION**

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**CITY OF SIGNAL HILL  
DESCRIPTION OF STATISTICAL SECTION CONTENTS**

This part of the City of Signal Hill's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information say about the government's overall financial health.

Contents:	<u>Pages</u>
<u>Financial Trends</u> - These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.	134 – 141
<u>Revenue Capacity</u> - These schedules contain information to help the reader assess the City's most significant local revenue source, the property tax.	142 – 145
<u>Debt Capacity</u> - These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.	146 – 149
<u>Demographic and Economic Information</u> - These schedules offer demographic and economic indicators to help the reader understand the environment within which the City's financial activities take place.	150 – 151
<u>Operating Information</u> - These schedules contain service and infrastructure data to help the reader understand how the information in the City's financial report relates to the services the City provides and the activities it performs.	152 - 154

**CITY OF SIGNAL HILL**  
**NET POSITION BY COMPONENT**  
**LAST TEN FISCAL YEARS**  
**(ACCRUAL BASIS OF ACCOUNTING)**  
**(AMOUNTS EXPRESSED IN THOUSANDS)**

	Fiscal Year Ending June 30,			
	2012	2013	2014	2015
Governmental activities				
Net investment in capital assets	\$ 57,653	\$ 47,617	\$ 47,543	\$ 48,407
Restricted	10,749	10,172	16,927	17,086
Unrestricted	35,059	33,426	30,728	13,095
Total governmental activities net position	<u>\$ 103,461</u>	<u>\$ 91,215</u>	<u>\$ 95,198</u>	<u>\$ 78,588</u>
Business-type activities				
Net investment in capital assets	\$ 16,792	\$ 16,315	\$ 15,821	\$ 16,003
Restricted	674	671	-	-
Unrestricted	4,239	4,237	4,660	3,110
Total business-type activities net position	<u>\$ 21,705</u>	<u>\$ 21,223</u>	<u>\$ 20,481</u>	<u>\$ 19,113</u>
Primary government				
Net investment in capital assets	\$ 74,445	\$ 63,932	\$ 63,364	\$ 64,410
Restricted	11,423	10,843	16,927	17,086
Unrestricted	39,298	37,663	35,388	16,205
Total primary government net position	<u>\$ 125,166</u>	<u>\$ 112,438</u>	<u>\$ 115,679</u>	<u>\$ 97,701</u>

Source: City of Signal Hill, Finance Department

Fiscal Year Ending June 30,					
2016	2017	2018	2019	2020	2021
\$ 67,914	\$ 73,428	\$ 83,153	\$ 104,567	\$ 77,654	\$ 76,772
23,481	19,781	19,552	18,360	16,784	17,427
7,115	13,113	11,950	3,243	14,553	20,414
<u>\$ 98,510</u>	<u>\$ 106,322</u>	<u>\$ 114,655</u>	<u>\$ 126,170</u>	<u>\$ 108,991</u>	<u>\$ 114,613</u>
\$ 18,952	\$ 23,636	\$ 23,536	\$ 23,331	\$ 22,655	\$ 22,684
-	-	-	-	-	-
1,958	(2,316)	(2,572)	(2,751)	(2,342)	(2,083)
<u>\$ 20,910</u>	<u>\$ 21,320</u>	<u>\$ 20,964</u>	<u>\$ 20,580</u>	<u>\$ 20,313</u>	<u>\$ 20,601</u>
\$ 86,866	\$ 97,064	\$ 106,689	\$ 127,898	\$ 100,309	\$ 99,456
23,481	19,781	19,552	18,360	16,784	17,427
9,073	10,797	9,378	492	12,211	18,331
<u>\$ 119,420</u>	<u>\$ 127,642</u>	<u>\$ 135,619</u>	<u>\$ 146,750</u>	<u>\$ 129,304</u>	<u>\$ 135,214</u>

**CITY OF SIGNAL HILL**  
**CHANGES IN NET POSITION BY COMPONENT**  
**LAST TEN FISCAL YEARS**  
**(ACCRUAL BASIS OF ACCOUNTING)**  
**(AMOUNTS EXPRESSED IN THOUSANDS)**

	Fiscal Year Ending June 30,			
	2012	2013	2014	2015
<b>Expenses</b>				
Governmental activities:				
General government	\$ 3,080	\$ 3,695	\$ 5,556	\$ 4,149
Community services	1,217	1,220	1,319	1,251
Police	7,571	7,611	8,220	8,254
Community development	1,280	935	992	942
Public works	4,141	4,506	4,142	4,369
Unallocated infrastructure depreciation	535	545	614	551
Interest on long-term liabilities	3,687	-	-	-
Total governmental activities expenses	21,511	18,512	20,843	19,516
Business-type activities - Water	3,804	3,992	4,531	4,424
Total primary government expenses	<u>\$ 25,315</u>	<u>\$ 22,504</u>	<u>\$ 25,374</u>	<u>\$ 23,940</u>
<b>Program Revenues</b>				
Governmental activities:				
Charges for services				
General government	\$ 176	\$ 210	\$ 227	\$ 201
Community services	209	202	115	192
Police	453	430	297	282
Community development	531	95	368	537
Public works	773	649	431	437
Operating grants	1,586	1,596	1,619	1,339
Capital grants and contributions	2,691	1,339	2,369	2,433
Total governmental activities program revenues	6,419	4,521	5,426	5,421
Business-type activities:				
Charges for services	3,515	3,672	3,734	3,760
Capital grants and contributions	-	-	-	-
Total business-type activities program revenues	<u>3,515</u>	<u>3,672</u>	<u>3,734</u>	<u>3,760</u>
Total primary government program revenues	<u>\$ 9,934</u>	<u>\$ 8,193</u>	<u>\$ 9,160</u>	<u>\$ 9,181</u>
<b>Net (expense)/revenue</b>				
Governmental activities	\$ (15,092)	\$ (13,991)	\$ (15,417)	\$ (14,095)
Business-type activities	(289)	(320)	(797)	(664)
Total primary government net expenses	<u>\$ (15,381)</u>	<u>\$ (14,311)</u>	<u>\$ (16,214)</u>	<u>\$ (14,759)</u>
<b>General Revenues and Other Changes in Net Position</b>				
Governmental activities:				
Taxes:				
Property	\$ 7,487	\$ 2,146	\$ 1,700	\$ 1,797
Franchise	547	546	603	773
Other	1,278	1,483	1,609	1,462
Intergovernmental - Sales and Use Tax	11,210	12,487	14,574	11,567
Investment income	1,252	647	850	787
Unrestricted grants and contributions	20	12	66	2,048
Gain (loss) on disposition of assets	4	19	-	-
Transfers	(100)	(25)	(1)	(426)
Restatement	-	-	-	-
Extraordinary item	56,518	(15,571)	-	-
Total governmental activities	<u>78,216</u>	<u>1,744</u>	<u>19,401</u>	<u>18,008</u>
Business-type activities:				
Investment income	75	25	53	51
Unrestricted grants and contributions	38	97	-	-
Gain (loss) on disposition of assets	-	-	-	-
Transfers	100	25	1	426
Total business-type activities	<u>213</u>	<u>147</u>	<u>54</u>	<u>477</u>
Total primary government	<u>\$ 78,429</u>	<u>\$ 1,891</u>	<u>\$ 19,455</u>	<u>\$ 18,485</u>
<b>Changes in Net Position</b>				
Governmental activities	\$ 63,124	\$ (12,247)	\$ 3,984	\$ 3,913
Business-type activities	(76)	(173)	(743)	(187)
Total primary government	<u>\$ 63,048</u>	<u>\$ (12,420)</u>	<u>\$ 3,241</u>	<u>\$ 3,726</u>

Source: City of Signal Hill, Finance Department

Fiscal Year Ending June 30,					
2016	2017	2018	2019	2020	2021
\$ 3,843	\$ 4,633	\$ 5,239	\$ 4,090	\$ 6,006	\$ 6,045
1,505	1,362	1,596	1,991	1,757	2,213
9,350	9,576	10,564	11,504	11,817	11,009
868	858	963	1,434	989	1,270
4,256	4,605	4,927	4,638	4,787	4,859
551	645	639	401	394	394
-	-	-	-	-	-
20,373	21,679	23,928	24,058	25,750	25,790
4,145	5,312	4,846	5,056	4,665	5,263
<u>\$ 24,518</u>	<u>\$ 26,991</u>	<u>\$ 28,774</u>	<u>\$ 29,114</u>	<u>\$ 30,415</u>	<u>\$ 31,053</u>
\$ 175	\$ 178	\$ 216	\$ 331	\$ 402	\$ 90
212	191	203	173	118	85
270	288	250	252	255	169
584	514	567	430	418	553
422	461	790	703	824	1,006
9,313	850	1,199	2,349	1,524	1,819
2,020	9,188	4,586	10,219	730	938
12,996	11,670	7,811	14,457	4,271	4,660
3,400	3,785	4,420	4,335	4,574	5,548
999	1,927	42	239	114	-
4,399	5,712	4,462	4,574	4,688	5,548
<u>\$ 17,395</u>	<u>\$ 17,382</u>	<u>\$ 12,273</u>	<u>\$ 19,031</u>	<u>\$ 8,959</u>	<u>\$ 10,208</u>
\$ (7,377)	\$ (10,009)	\$ (16,117)	\$ (9,601)	\$ (21,479)	\$ (21,130)
254	400	(384)	(482)	23	285
<u>\$ (7,123)</u>	<u>\$ (9,609)</u>	<u>\$ (16,501)</u>	<u>\$ (10,083)</u>	<u>\$ (21,456)</u>	<u>\$ (20,845)</u>
\$ 1,916	\$ 1,802	\$ 2,248	\$ 2,189	\$ 2,330	\$ 2,801
549	735	487	901	887	982
1,459	874	926	1,053	836	920
14,588	14,597	14,484	15,789	16,834	20,268
955	442	961	1,788	1,977	1,346
46	311	456	94	183	435
-	14	-	-	-	-
(1,679)	-	-	(30)	354	-
-	-	-	-	-	-
-	-	4,369	-	-	-
17,834	18,775	23,931	21,784	23,401	26,752
21	10	28	68	64	3
-	-	-	-	-	-
-	-	-	-	-	-
1,679	-	-	30	(354)	-
1,700	10	28	98	(290)	3
<u>\$ 19,534</u>	<u>\$ 18,785</u>	<u>\$ 23,959</u>	<u>\$ 21,882</u>	<u>\$ 23,111</u>	<u>\$ 26,755</u>
\$ 10,457	\$ 8,766	\$ 7,814	\$ 12,183	\$ 1,922	\$ 5,622
1,954	410	(356)	(384)	(267)	288
<u>\$ 12,411</u>	<u>\$ 9,176</u>	<u>\$ 7,458</u>	<u>\$ 11,799</u>	<u>\$ 1,655</u>	<u>\$ 5,910</u>

**CITY OF SIGNAL HILL**  
**FUND BALANCES OF GOVERNMENTAL FUNDS**  
**LAST TEN FISCAL YEARS**  
**(ACCRUAL BASIS OF ACCOUNTING)**  
**(AMOUNTS EXPRESSED IN THOUSANDS)**

		Fiscal Year Ending June 30,			
		2012	2013	2014	2015
<b>General Fund</b>					
Nonspendable		\$ 10,241	\$ 7,690	\$ 7,695	\$ 7,768
Restricted					13
Committed		10,721	10,820	12,662	20,588
Unassigned		6,642	7,085	7,611	1,278
Total General Fund		<u>27,604</u>	<u>25,595</u>	<u>27,968</u>	<u>29,647</u>
<b>All Other Governmental Funds</b>					
Nonspendable		4,068	5,160	5,131	4,414
Restricted		9,942	9,990	11,712	12,574
Assigned		-	414	-	-
Unassigned		(719)	(703)	(2,363)	(3,193)
Total All Other Governmental Funds		<u>13,291</u>	<u>14,861</u>	<u>14,480</u>	<u>13,795</u>
Total All Governmental Funds		<u>\$ 40,895</u>	<u>\$ 40,456</u>	<u>\$ 42,448</u>	<u>\$ 43,442</u>

Note: GASB 54 was implemented in 2011, prior years have no comparable data

Source: City of Signal Hill, Finance Department



Fiscal Year Ending June 30,					
2016	2017	2018	2019	2020	2021
\$ 8,430	\$ 12,126	\$ 14,722	\$ 11,955	\$ 11,892	\$ 2,717
13	13	-	-	-	-
14,160	20,630	16,553	15,330	16,209	24,953
12,227	2,226	9,159	10,586	14,151	20,356
<u>34,830</u>	<u>34,995</u>	<u>40,434</u>	<u>37,871</u>	<u>42,252</u>	<u>48,026</u>
4,129	347	-	-	-	-
19,360	19,762	28,136	18,359	16,783	17,427
-	-	-	-	-	-
(2,555)	(891)	(2,294)	(4,259)	-	(37)
<u>20,934</u>	<u>19,218</u>	<u>25,842</u>	<u>14,100</u>	<u>16,783</u>	<u>17,390</u>
<u>\$ 55,764</u>	<u>\$ 54,213</u>	<u>\$ 66,276</u>	<u>\$ 51,971</u>	<u>\$ 59,035</u>	<u>\$ 65,416</u>

**CITY OF SIGNAL HILL**  
**CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS**  
**LAST TEN FISCAL YEARS**  
**(ACCRUAL BASIS OF ACCOUNTING)**  
**(AMOUNTS EXPRESSED IN THOUSANDS)**

	Fiscal Year Ending June 30,			
	2012	2013	2014	2015
<b>Revenues</b>				
Taxes	\$ 21,141	\$ 17,585	\$ 18,862	\$ 15,811
Licenses and permits	312	328	360	411
Intergovernmental	1,214	1,475	1,294	1,367
Charges for services	645	516	829	739
Fines and forfeitures	317	367	298	301
Investment income	1,160	53	934	826
Other	2,960	1,646	113	2,786
Total Revenues	<u>27,749</u>	<u>21,970</u>	<u>22,690</u>	<u>22,241</u>
<b>Expenditures</b>				
General government	3,103	3,772	5,456	4,476
Community services	1,216	1,219	1,320	1,257
Public safety	7,482	7,475	8,147	8,172
Community development	1,689	935	995	952
Public works	3,640	3,738	3,910	3,627
Capital outlay	6,047	1,511	869	2,485
Debt Service				
Principal retirement	4,819	-	-	-
Interest	3,672	-	-	-
Other debt service	14	-	-	-
Total Expenditures	<u>31,682</u>	<u>18,650</u>	<u>20,697</u>	<u>20,969</u>
Excess of revenues over/(under) expenditures	<u>(3,933)</u>	<u>3,320</u>	<u>1,993</u>	<u>1,272</u>
<b>Other Financing Sources/(Uses)</b>				
Transfers in	3,755	1,603	3,670	1,694
Transfers out	(3,855)	(1,628)	(3,671)	(2,120)
Other	(23,458)	(3,733)	-	76
Total other financing sources	<u>(23,558)</u>	<u>(3,758)</u>	<u>(1)</u>	<u>(350)</u>
Extraordinary Item				
Net change in fund balances	<u>\$ (27,491)</u>	<u>\$ (438)</u>	<u>\$ 1,992</u>	<u>\$ 922</u>
Capitalized capital outlay	<u>\$ 6,093</u>	<u>\$ 869</u>	<u>\$ 1,076</u>	<u>\$ 1,788</u>
Debt service as a percentage of noncapital expenditures	33.2%	0.0%	0.0%	0.0%

Source: City of Signal Hill, Finance Department

Fiscal Year Ending June 30,					
2016	2017	2018	2019	2020	2021
\$ 21,394	\$ 18,701	\$ 19,444	\$ 19,800	\$ 20,920	\$ 24,805
370	374	429	580	635	679
3,591	8,809	5,440	9,202	6,128	2,508
762	759	1,066	1,895	1,076	1,390
326	289	312	423	328	175
778	830	1,177	1,984	1,995	1,111
652	411	417	78	175	435
<u>27,873</u>	<u>30,173</u>	<u>28,285</u>	<u>33,962</u>	<u>31,257</u>	<u>31,102</u>
3,940	4,879	4,409	4,715	5,291	5,741
1,472	1,576	1,592	1,727	1,574	1,378
9,270	9,152	9,412	9,514	10,056	9,346
962	854	948	1,431	1,021	1,273
3,883	4,046	4,130	4,141	4,254	4,470
3,259	7,726	11,831	22,642	2,075	2,162
14	-	16	100	109	110
3	-	84	244	242	240
-	17	170	16	-	-
<u>22,803</u>	<u>28,250</u>	<u>32,592</u>	<u>44,530</u>	<u>24,622</u>	<u>24,720</u>
5,070	1,923	(4,307)	(10,568)	6,635	6,382
1,236	1,687	5,383	22,854	8,391	2,768
(2,915)	(1,687)	(5,383)	(23,044)	(8,391)	(2,768)
7,578	-	8,986	-	-	-
<u>5,899</u>	<u>-</u>	<u>8,986</u>	<u>(190)</u>	<u>-</u>	<u>-</u>
		4,369			
<u>\$ 10,969</u>	<u>\$ 1,923</u>	<u>\$ 9,048</u>	<u>\$ (10,758)</u>	<u>\$ 6,635</u>	<u>\$ 6,382</u>
<u>\$ 2,985</u>	<u>\$ 7,016</u>	<u>\$ 11,075</u>	<u>\$ 22,386</u>	<u>\$ 1,851</u>	<u>\$ 1,670</u>
0.1%	0.1%	1.3%	1.6%	1.5%	1.5%

**CITY OF SIGNAL HILL  
ASSESSED VALUE OF TAXABLE PROPERTY  
LAST TEN FISCAL YEARS  
(AMOUNTS EXPRESSED IN THOUSANDS)**

Fiscal Year Ended June 30	Secured Property					Unsecured Property	Taxable Assessed Value (Note)	Total Direct Tax Rate
	Residential	Commercial	Industrial	Vacant	Others**			
2012	991,423	301,195	297,328	66,202	227,080	127,728	2,010,956	0.68596
2013	978,140	303,924	306,805	80,495	259,131	120,212	2,048,707	0.68639
2014	1,012,408	312,572	316,413	75,859	269,037	134,440	2,120,729	0.06530
2015	1,085,513	319,579	337,455	74,824	326,281	138,597	2,282,249	0.06542
2016	1,141,748	327,201	347,936	101,203	354,901	128,996	2,401,985	0.06560
2017	1,197,754	341,534	362,919	106,832	289,239	129,041	2,427,319	0.06570
2018	1,288,907	351,123	374,721	84,118	265,753	135,990	2,500,612	0.06569
2019	1,342,841	384,692	395,785	63,059	254,320	142,358	2,583,055	0.06625
2020	1,433,729	405,059	417,571	59,734	268,820	143,706	2,728,619	0.06634
2021	1,512,648	440,103	444,367	63,714	240,713	139,651	2,841,196	0.06641

\*\* Includes institutional, miscellaneous, recreational, SBE Nonunitary, cross reference, and unknown property.

Note:

In 1978, the voters of the State of California passed Proposition 13 which limited property taxes to a total maximum rate of 1% based upon the assessed value of the property being taxed. Each year, the assessed value of property may be increased by an "inflation factor" (limited to a maximum increase of 2%). With few exceptions, property is only re-assessed at the time that it is sold to a new owner. At that point, the new assessed value is reassessed at the purchase price of the property sold. The assessed valuation data shown above represents the only data currently available with respect to the actual market value of taxable property and is subject to the limitations described above.

Source: County of Los Angeles Assessor / HdL Coren & Cone

**CITY OF SIGNAL HILL**  
**DIRECT AND OVERLAPPING PROPERTY TAX RATES**  
**(RATES PER \$100 OF TAXABLE VALUE)**  
**LAST TEN FISCAL YEARS**

Agency	Fiscal Year									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Basic Levy (1)	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000
County Detention Facilities 1987 Debt	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000
L.A. County Flood Control	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000
Long Beach Community College District	0.02615	0.05095	0.02241	0.04595	0.03825	0.06736	0.06760	0.06319	0.06309	0.06327
Long Beach Unified School District	0.09223	0.09394	0.07981	0.08764	0.08324	0.08539	0.14732	0.14053	0.14334	0.13363
Metropolitan Water District	0.00370	0.00350	0.00350	0.00350	0.00350	0.00350	0.00350	0.00350	0.00350	0.00350
Total Direct and Overlapping (2) Tax Rates	1.12208	1.14839	1.10572	1.13709	1.12500	1.15625	1.21842	1.20722	1.20993	1.20040
City's Share of 1% Levy per Prop 13 (3)	0.06777	0.06777	0.06777	0.06777	0.06777	0.06777	0.06777	0.06777	0.06777	0.06777
General Obligation Debt Rate	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000
Redevelopment Rate (4)	1.00370	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000
Total Direct Rate (5)	0.68596	0.68639	0.06530	0.06542	0.06560	0.06570	0.06569	0.06559	0.06634	0.06641

Notes:

- (1) In 1978, California voters passed Proposition 13 which set the property tax rate at a 1.00% fixed amount. This 1.00% is shared by all taxing agencies for which the subject property resides within. In addition to the 1.00% fixed amount, property owners are charged taxes as a percentage of assessed property values for the payment of any voter approved bonds.
- (2) Overlapping rates are those of local and county governments that apply to property owners within the City. Not all overlapping rates apply to all City property owners.
- (3) City's share of 1% levy is based on the City's share of the general fund tax rate area with the largest net taxable value within the City. ERAF general fund tax shifts may not be included in tax ratio figures.
- (4) RDA rate is based on the largest RDA tax rate area (TRA) and includes only rate(s) from indebtedness adopted prior to 1989 per California State statute. RDA direct and overlapping rates are applied only to the incremental property values. The approval of ABX1 26 eliminated Redevelopment from the State of California for the fiscal year 2012/13 and years thereafter.
- (5) Total direct rate is the weighted average of all individual direct rates applied by the City of Signal Hill in preparing the statistical section information.

Source: HdL Coren & Cone

**CITY OF SIGNAL HILL  
PRINCIPAL PROPERTY TAX PAYERS  
CURRENT YEAR AND NINE YEARS AGO  
(AMOUNTS EXPRESSED IN THOUSANDS)**

Taxpayer	FY 2020-2021		FY 2011-2012	
	Taxable Assessed Value	Percent of Total City Taxable Assessed Value	Taxable Assessed Value	Percent of Total City Taxable Assessed Value
Signal Hill Petroleum Inc	\$ 141,269	4.97%	\$ 114,800	5.71%
Bcore Retail Towne Center LLC	61,000	2.15%	-	0.00%
Long Beach Acquisition Corporation	40,861	1.44%	14,934	0.74%
LBSH Parcel 1 LLC	30,459	1.07%	26,001	1.29%
Towne Center West I LLC ET AL	27,864	0.98%	23,786	1.18%
Costco Wholesale Corporation	24,707	0.87%	20,749	1.03%
Home Depot USA INC	19,254	0.68%	-	0.00%
Tesoro Logistics Operations LLC	17,368	0.61%	-	0.00%
Advanced Group 19 119 ET AL	16,862	0.59%	-	0.00%
Executive Complex LP	16,794	0.59%	-	0.00%
Treetop Retreat LLC	-	0.00%	-	0.00%
Agree Signal Hill California LLC	-	0.00%	-	0.00%
PL Signal Hill LP	-	0.00%	37,023	1.84%
Arco Terminal Services Corporation	-	0.00%	22,638	1.13%
Pacific of Costanzo-Glendora	-	0.00%	13,988	0.70%
VNO Tru Cherry Avenue LP	-	0.00%	13,891	0.69%
Signal Hill Town Center LLC	-	0.00%	13,690	0.68%
	<u>\$ 396,438</u>	<u>13.95%</u>	<u>\$ 301,500</u>	<u>14.99%</u>

**Note:**

The amounts shown above include assessed value data for both the City and the Redevelopment Agency.

Source: HdL Coren & Cone

**CITY OF SIGNAL HILL  
PROPERTY TAX LEVIES AND COLLECTIONS  
LAST TEN FISCAL YEARS**

Fiscal Year Ended June 30,	Taxes Levied for the Fiscal Year (2)	Collected within the Fiscal Year of Levy		Note (1)		
		Amount (2)	Percent of Levy	Collections in Subsequent Years	Total Collections to Date	
				Amount	Percent of Levy	
2012	13,836,416	13,644,860	98.62%	N/A	N/A	N/A
2013	14,251,099	14,060,300	98.66%	N/A	N/A	N/A
2014	14,434,912	14,434,912	100.00%	N/A	N/A	N/A
2015	15,725,976	13,453,645	85.55%	N/A	N/A	N/A
2016	16,337,411	13,950,475	85.39%	N/A	N/A	N/A
2017	16,186,271	13,397,825	82.77%	N/A	N/A	N/A
2018	16,549,362	12,488,540	75.46%	N/A	N/A	N/A
2019	17,090,273	12,720,601	74.43%	N/A	N/A	N/A
2020	18,004,292	12,183,830	67.67%	N/A	N/A	N/A
2021	18,599,353	13,221,476	71.09%	N/A	N/A	N/A

**Notes:**

(1) Los Angeles County does not provide detail of prior year collections. Therefore, the information about subsequent collections is not available.

(2) Taxes Levied and Collected includes amounts applicable to the City and to the Signal Hill Redevelopment Agency and its Successor Agency and the incremental revenue is presented above for comparative purposes

Source: County of Los Angeles Auditor-Controller

**CITY OF SIGNAL HILL**  
**RATIO OF OUTSTANDING DEBT BY TYPE**  
**LAST TEN FISCAL YEARS**  
**(AMOUNTS EXPRESSED IN THOUSANDS, EXCEPT PER CAPITA)**

Fiscal Year	Governmental Activities		Business-type Activities		Total Primary Government	Percent of Assessed Valuation	Per Capita	Percent of Personal Income
	Lease Revenue Bonds	Leases & Loans	Water Revenue Bonds	Loans				
2012		-	6,785	76	6,861	0.341%	611.61	18.50
2013		-	6,788	-	6,788	0.331%	594.86	19.27
2014		-	6,424	-	6,424	0.303%	562.77	17.95
2015		65	6,044	-	6,109	0.268%	523.34	17.88
2016		51	5,650	-	5,701	0.237%	491.08	17.10
2017		36	4,741	-	4,777	0.197%	406.59	12.94
2018	8,974	21	4,269	-	13,264	0.530%	1,124.54	31.74
2019	8,851	4	3,787	-	12,642	0.489%	1,079.41	29.18
2020	8,723	-	3,290	-	12,013	0.440%	1,034.10	25.90
2021	8,590	-	2,778	-	11,368	0.400%	N/A	N/A

N/A Information is not yet available.

Source: City of Signal Hill, Finance Department



**CITY OF SIGNAL HILL  
DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITY DEBT  
AS OF JUNE 30, 2021**

Debt	Gross Bonded Debt Balance	Percent Applicable To City	Net Bonded Debt
<b>Direct Debt:</b>			
260.01 SIGNAL HILL LEASE REVENUE BOND (CITY LIBRARY)	\$ 8,590,063	100.000%	\$ 8,590,063
Total Direct Debt			<u>\$ 8,590,063</u>
<b>Overlapping Debt:</b>			
310.25* METROPOLITAN WATER DISTRICT	\$ 13,101,783	0.178%	\$ 23,372
807.53 LONG BEACH CCD DS 2002 SERIES D 2007	9,771,208	3.859%	\$ 377,025
807.55 LONG BEACH CCD DS 2008 SERIES 2009B	15,096,105	3.859%	\$ 582,488
807.56 LONG BEACH CCD DS REF 2002 2012 SERIES S	72,143,695	3.859%	\$ 2,783,686
807.57 LONG BEACH CCD DS REF BONDS 2014 SERIES C	6,010,000	3.859%	\$ 231,898
807.58 LONG BEACH CCD DS REF BONDS 2014 SERIES E	2,000,000	3.859%	\$ 77,171
807.59 LONG BEACH CCD DS REF BONDS 2015 SERIES F	19,595,000	3.859%	\$ 756,079
807.62 LONG BEACH CCD DS 2016 SERIES B	40,590,000	3.859%	\$ 1,566,177
807.63 LONG BEACH CCD DS REF 2017 SERIES G	76,905,000	3.859%	\$ 2,967,402
807.64 LONG BEACH CCD DS 2016 SERIES C	115,100,000	3.859%	\$ 4,441,168
807.65 LONG BEACH CCD DS REF BDS 19 S H	149,305,000	3.859%	\$ 5,760,978
883.57 LONG BEACH USD DS 2008 REFUNDING BONDS	15,650,606	3.859%	\$ 603,957
883.58 LONG BEACH USD DS 2008 SER A	1,290,000	3.859%	\$ 49,781
883.59 LONG BEACH USD DS 2009 REF BONDS SERIES B	7,450,000	3.859%	\$ 287,495
883.6 LONG BEACH USD DS 2010 REF BONDS SERIES A	27,960,000	3.859%	\$ 1,078,976
883.62 LONG BEACH USD DS 2008 SR B-1 QSCB	68,985,000	3.859%	\$ 2,662,131
883.63 LONG BEACH USD DS 2011 REFUNDING BONDS	7,725,686	3.859%	\$ 298,134
883.64 LONG BEACH USD DS 2012 REF BONDS	79,675,000	3.859%	\$ 3,074,658
883.65 LONG BEACH USD DS 2008 SERIES C	34,010,000	3.859%	\$ 1,312,446
883.66 LONG BEACH USD DS 2008 SERIES D	249,328,410	3.859%	\$ 9,621,583
883.68 LONG BEACH USD DS 2016 REF BONDS	114,150,000	3.859%	\$ 4,405,048
883.69 LONG BEACH USD DS 2008 SERIES E	142,765,000	3.859%	\$ 5,509,301
883.7 LONG BEACH USD DS 2016 SERIES A	216,100,000	3.859%	\$ 8,339,298
883.71 LONG BEACH USD DS 2008 SERIES F MEAS K	147,800,000	3.859%	\$ 5,703,602
883.72 LONG BEACH USD DS 2016 SERIES B MEAS E	297,700,000	3.859%	\$ 11,488,242
Total Overlapping Debt			<u>\$ 74,002,096</u>
Total Direct and Overlapping Debt			<u>\$ 82,592,159</u>
2020-21 Total Assessed Valuation	\$ 2,841,195,017		
Less Incremental Value	(1,790,202,400)		
<b>2020-21 Assessed Valuation</b>	<u><b>\$ 1,050,992,617</b></u>		
<b>Debt to Assessed Valuation Ratios</b>			
Direct Debt	0.82%		
Overlapping Debt	7.04%		
Total Debt	<u>7.86%</u>		

\* This fund is a portion of a larger agency and is responsible for debt in areas outside the City.

This report reflects debt which is being repaid through voter-approved property tax indebtedness. It excludes mortgage revenue, tax allocation bonds, interim financing obligations, non-bonded capital lease obligations, and certificates of participation, unless provided by the City.

Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the City. The percentage of overlapping debt applicable is estimated by using taxable assessed values. Applicable percentages were estimated by determining the portion of another governmental unit's taxable assessed value that is within the City's boundaries and dividing it by each unit's total taxable assessed value.

Source: HdL, Coren & Cone

**CITY OF SIGNAL HILL  
LEGAL DEBT MARGIN INFORMATION  
LAST TEN FISCAL YEARS  
(AMOUNTS IN THOUSANDS)**

Legal Debt Margin Calculation for the Current Year

Assessed value	\$ 2,841,195,017
Debt limit (15% of assessed value)	426,179,253
Debt applicable to limit	-
Legal debt margin - Current Year	<u><u>\$ 426,179,253</u></u>

Fiscal Year	Debt Limit	Debt Applicable to Limit	Legal Debt Margin	Debt as Percentage of Limit
2012	301,643,348	-	301,643,348	0.00%
2013	307,306,083	-	307,306,083	0.00%
2014	318,109,295	-	318,109,295	0.00%
2015	342,337,382	-	342,337,382	0.00%
2016	360,297,745	-	360,297,745	0.00%
2017	360,297,745	-	364,097,801	0.00%
2018	375,091,788	-	375,091,788	0.00%
2019	387,458,342	-	387,458,342	0.00%
2020	409,292,868	-	409,292,868	0.00%
2021	426,179,253	-	426,179,253	0.00%

Source: City of Signal Hill, Finance Department

**CITY OF SIGNAL HILL  
 PLEDGED-REVENUE BOND COVERAGE  
 LAST TEN FISCAL YEARS  
 (AMOUNTS IN THOUSANDS)**

Fiscal Year	Pledged Tax Revenues	Debt Service (1)			Coverage
		Principal	Interest	Total	
2012	-	-	-	-	-
2013	-	-	-	-	-
2014	-	-	-	-	-
2015	-	-	-	-	-
2016	-	-	-	-	-
2017	-	-	-	-	-
2018	-	-	-	-	-
2019	-	-	-	-	-
2020	-	-	-	-	-
2021	-	-	-	-	-

(1) Debt service amounts are presented on a bond year basis.

Source: City of Signal Hill, Finance Department

**CITY OF SIGNAL HILL  
DEMOGRAPHIC AND ECONOMIC STATISTICS  
LAST TEN FISCAL YEARS**

Calendar Year	City Population	Personal Income (in thousands)	Per Capita Personal Income	Unemployment Rate
2012	11,218	370,946	33,067	7.4%
2013	11,411	352,235	30,868	6.0%
2014	11,415	357,826	31,347	9.0%
2015	11,673	341,699	29,273	7.3%
2016	11,609	333,332	28,713	5.7%
2017	11,749	369,284	31,431	3.6%
2018	11,795	417,958	35,435	3.8%
2019	11,712	433,289	36,995	4.1%
2020	11,617	463,769	39,922	11.0%
2021	N/A	N/A	N/A	N/A

N/A - Information is not yet available

Sources: City Population - State Department of Finance  
Unemployment Rate - Bureau of Labor Statistics

**CITY OF SIGNAL HILL  
PRINCIPAL EMPLOYERS  
CURRENT YEAR AND NINE YEARS AGO**

Employer	2020-2021			2011-2012		
	Employees	Rank	Percentage of Total City Employment	Employees	Rank	Percentage of Total City Employment
Office Depot	465	1	5.49%	450	1	5.55%
Overdrive, Inc	400	2	4.73%			
Home Depot	355	3	4.19%	320	2	3.94%
Costco Wholesale	350	4	4.13%	215	3	2.65%
Target	260	5	3.07%	130	7	1.60%
Greeg Drilling, LLC	200	6	2.36%			
American University of Health Sciences	160	7	1.89%			
Hiwa Petroleum Corporation	150	8	1.77%			
Glenn E Thomas Company	132	9	1.56%			
Long Beach BMW & LB Mini	123	10	1.45%	122	9	1.50%
Best Buy Stores LP				134	4	1.65%
Crane Valves North America				130	6	1.60%
Platt Security Inc				126	8	1.55%
Tsai Hsiao & Loo Dental Corp				115	10	1.42%
Accentcare of California				131	5	1.61%
	<u>2,595</u>		<u>30.66%</u>	<u>1,873</u>		<u>23.08%</u>

Source: City of Signal Hill Business Licenses, employee counts are self-reported

**CITY OF SIGNAL HILL  
FULL-TIME EQUIVALENT CITY GOVERNMENT EMPLOYEES BY DEPARTMENT  
LAST TEN FISCAL YEARS**

Department	Fiscal Year Ending June 30,									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Administration	4.73	5.73	4.73	4.73	4.73	5.00	5.75	5.80	5.80	5.80
Finance	5.91	5.98	5.98	5.98	5.98	6.80	6.75	5.80	5.80	5.80
Community Services	20.25	19.32	19.30	19.53	19.53	18.60	18.60	18.60	18.50	8.80
Police	53.40	53.40	52.89	52.89	52.89	53.00	53.00	53.00	52.10	51.10
Community Development	6.40	6.40	7.00	7.00	7.00	4.00	4.00	4.00	4.00	4.00
Public Works	30.04	30.04	30.02	30.04	30.04	28.00	28.00	28.00	28.00	27.00
Economic Development	0.00	0.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total	<u>120.74</u>	<u>120.87</u>	<u>120.92</u>	<u>121.16</u>	<u>121.16</u>	<u>116.40</u>	<u>117.10</u>	<u>116.20</u>	<u>115.20</u>	<u>103.50</u>

Source: City of Signal Hill, Finance Department

**CITY OF SIGNAL HILL  
OPERATING INDICATORS BY FUNCTION  
LAST TEN FISCAL YEARS**

Function/Program	Fiscal Year Ending June 30,									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
<b>Police</b>										
Calls for service	6,384	6,500	6,400	9,842	9,948	8,632	9,078	8,292	8,382	8,172
Reports written	3,826	3,254	3,312	3,894	4,332	5,618	5,061	4,504	3,804	4,345
Total arrests	1,823	1,120	1,115	1,390	1,216	1,403	1,074	987	880	848
Hazardous traffic citations	3,758	4,359	4,278	2,496	1,703	3,638	3,613	4,116	3,229	2,616
Parking citations	4,196	4,179	4,212	3,866	4,628	4,222	4,092	4,444	3,737	3,293
<b>Community Development</b>										
Code enforcement cases	75	85	87	77	68	67	59	48	32	41
Building permits	144	175	181	247	236	279	233	281	249	250
Site plan design reviews	6	7	7	5	6	6	5	4	3	4
<b>Water</b>										
Number of customers	3,014	3,052	3,079	3,116	3,162	3,302	3,116	3,157	3,147	3,142
Average daily consumption (in millions of gallons)	1.75	1.82	1.80	1.77	1.59	1.58	1.57	1.54	1.55	1.60
Number of hydrants maintained	568	422	435	568	568	568	568	574	576	576
<b>Public Works</b>										
Traffic signals maintained	29	29	29	31	31	33	18	13	33	33
Street sweeping miles	6,240	6,240	6,240	5,980	5,980	5,980	5,720	5,980	5,980	5,980
Sidewalk repairs (square feet)	14,220	14,220	14,220	6,362	4,504	1,762	8,731	1,965	2,988	2,541
Curb & gutter replaced (linear feet)	1,388	1,388	1,388	-	-	-	-	900	306	-
Cross gutter replaced (square feet)	5,067	5,067	5,067	-	-	-	-	-	2,117	-
<b>Engineering</b>										
Number of infrastructure projects administered	4	4	4	3	3	10	15	17	13	11
Plan checks completed	5	5	5	8	7	39	74	92	110	115
<b>Community Services</b>										
Library items borrowed	39,972	39,972	40,001	39,761	38,947	29,164	26,029	20,612	35,742	6,665
Youth sports participants	8,080	8,080	8,100	5,467	5,289	6,936	6,534	5,697	4,158	144
After school youth programs	14,746	14,746	14,785	15,530	15,326	30,960	16,810	20,680	15,585	6,840
Facility rental bookings	748	748	750	681	620	251	345	176	167	-

Source: Various City Departments

**CITY OF SIGNAL HILL  
CAPITAL ASSET STATISTICS BY FUNCTION/PROGRAM  
LAST TEN FISCAL YEARS**

Function/Program	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Public Safety										
Police Stations	1	1	1	1	1	1	1	1	1	1
Patrol Vehicles	10	10	10	10	10	10	10	10	10	10
Fire Stations	1	1	1	1	1	1	1	1	1	1
Water										
Miles of Lines & Mains	50	50	50	50	50	50	50	50	50	50
Reservoirs	3	3	3	3	3	3	3	3	3	3
Wells	3	3	3	3	3	3	3	3	3	3
Highways and Streets										
Miles of Streets	35.7	35.7	35.7	35.7	35.7	35.7	35.7	35.7	35.7	35.7
Street Trees	3,711	3,706	3,706	3,619	3,667	3,667	3,667	3,520	3,467	3,414
Recreation and Culture										
Parks	10	10	10	10	10	10	10	10	10	10
Area of Parks (Acres)	23.03	23.03	23.03	23.03	23.03	23.03	23.03	23.03	23.03	23.03
Libraries	1	1	1	1	1	1	1	1	1	1
Community Centers *	1	1	1	1	1	1	1	1	1	1
Bandstands	1	1	1	1	1	1	1	1	1	1
Baseball Diamonds	1	1	1	1	1	1	1	1	1	1
Basketball Courts **	2	2	2	2	2	2	2	2	2	6

\* 2021 Community Centers was updated to include the community center at Discovery Well Park that was built in 2002

\*\* 2021 Basketball Courts was updated to include 4 half courts

Source: City of Signal Hill, Finance Department



**RESOLUTION NO. 2022-01-xxxx**

**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**

**WHEREAS**, the City Manager submitted a proposed Annual Operating and Capital Budget for Fiscal Year 2021-22 which was adopted by the City Council on June 22, 2021; and

**WHEREAS**, annually, the City prepares an Annual Comprehensive Financial Report in coordination with an independent external auditor; and

**WHEREAS**, staff presented the City's Fiscal Year 2020-21 Annual Comprehensive Financial Report at the City Council meeting of January 11, 2022, which stated Fiscal Year 2020-21 closed with revenues exceeding expenditures, including net transfers, in the amount of \$5,774,588; and

**WHEREAS**, this one-time surplus funding can be allocated to reserves, programs, or projects.

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

**THE ANNUAL OPERATING AND CAPITAL BUDGET** for Fiscal Year 2021-22 is hereby amended by enacting those reserve transfers and current year appropriations adjustments (22-XX) as shown in Table A.

**TABLE A. RESERVE TRANSFERS AND  
CURRENT YEAR APPROPRIATIONS ADJUSTMENTS**

<b>Reserve Fund</b>	<b>Current Balance</b>	<b>Account/ Fund</b>	<b>FY 21-22 Budget Transfers</b>	<b>Proposed Appropriation Amount</b>
Economic Uncertainties Reserve	4,450,382	110		
Land and Building Reserve	1,879,448	111		250,000
Equipment and Furniture Reserve	522,376	112		-
Capital Improvement Reserve	58,324	113	(313,671)	2,325,000
Insurance Reserve	578,372	114		250,000
PERS Reserve	2,337,225	115		900,000
OPEB Reserve	1,121,444	116		400,000
Park Reserve	557,846	117		183,275
Police Radio Reserve	417,749	118		600,000
Library Reserve Fund	3,674,365	119		
100 <sup>th</sup> Anniversary Reserve	60,019	120	10,000	20,000
General Plan Update Reserve	285,000	121	50,000	
Economic Development Reserve	653,150	122		555,000
NPDES Trash Reserve	1,456	198		
General Fund Capital Outlay	235,637	100		
Police - General Reserve	66,336	100		
<b>SUBTOTAL</b>	<b>16,899,129</b>		<b>(253,671)</b>	<b>5,483,275</b>

<b>Carryover Appropriations</b>	<b>Account Name</b>	<b>Account/ Fund</b>		<b>Proposed Appropriation Amount</b>
Council Development - Copeland	Council Development	100-41-5325		2,000
Council Development - Hansen	Council Development	100-41-5322		1,975
Council Development - Jones	Council Development	100-41-5324		1,900
Council Development - Wilson	Council Development	100-41-5321		1,588
Council Development - Woods	Council Development	100-41-5323		1,350
Public Works - replacement compressor	Street Maintenance	100-95-5581		26,000
<b>SUBTOTAL</b>				<b>34,813</b>

New Appropriations	Account Name	Account/ Fund		Proposed Appropriation Amount
Adminstration - Small Business Grants	Contract Services	100-47-5400		50,000
Administration - Covid-Expansion Brown Bag Food Program	Event/Program Costs	100-82-5723		10,000
Community Services - Part-Time employees	Part-Time Salaries	100-XX-5115		6,500
Police Dept - Shooting Range - compliance upgrades	Contract Services	100-72-5400		75,000
Police Dept - License Plate Reader System	Capital Outlay	100-72-5840		25,000
Police Dept - Organizational Study	Contract Services	100-72-5400		50,000
Police Dept - Evidence Storage Facility	Capital Outlay	100-72-5840		10,000
Public Works - City Hall & Library Security Software	Repairs & Maintenance	100-92-5560		30,000
SUBTOTAL				256,500

**PASSED, APPROVED, AND ADOPTED** at a regular meeting of the City Council of the City of Signal Hill, California, on this 11<sup>th</sup> day of January, 2022.

\_\_\_\_\_  
KEIR JONES  
MAYOR

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, hereby certify that Resolution No. 2022-01-xxxx was adopted by the City Council of the City of Signal Hill at a regular meeting held on the 11<sup>th</sup> day of January, 2022, and that the same was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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CARMEN R. BROOKS  
CITY CLERK



CITY OF SIGNAL HILL  
STAFF REPORT

2175 Cherry Avenue • Signal  
Hill, California 90755-3799

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1/11/2022

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**AGENDA ITEM**

**TO:**

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

**FROM:**

**SHARON DEL ROSARIO  
ADMINISTRATIVE SERVICES OFFICER/FINANCE DIRECTOR**

**SUBJECT:**

**SCHEDULING A BUDGET WORKSHOP**

Summary:

The City Council will consider dates for its budget workshop covering Fiscal Year (FY) 2022-23, year one of the Biennial Budget for FY 2022-24.

Recommendation:

Select a date for the annual budget workshop.

Fiscal Impact:

There is no fiscal impact associated with the recommended action.

Strategic Plan Objective:

Goal No. 1: Ensure long-term fiscal stability.

Background and Analysis:

The City's FY begins on July 1 which requires that the annual budget adoption occur on or before this date. Each year the City Council schedules time to conduct a budget workshop. The purpose of this workshop is to review year one, FY 2022-23, of the FY 2022-24 Biennial Budget.

Since Council meetings are held on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays, suggested dates include Thursday, May 19 and Thursday, May 26. The Preliminary Budget will be distributed to the Council and made available to the public on the City's website 72 hours prior to the selected date. A workshop held on one of these dates will ensure sufficient time for the Council to adopt the budget for FY 2022-23 year one of the FY 2022-24 Biennial Budget by June 28, 2022.

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1/11/2022

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Approved:

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Hannah Shin-Heydorn



CITY OF SIGNAL HILL  
STAFF REPORT

2175 Cherry Avenue • Signal  
Hill, California 90755-3799

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1/11/2022

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**AGENDA ITEM**

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

**FROM:**  
**SCOTT CHARNEY  
DEPUTY CITY MANAGER**

**THOMAS BEKELE  
PUBLIC WORKS CONTRACTS MANAGER**

**SUBJECT:**  
**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%.

**Fiscal Impact:**

Sufficient funding for the provision of environmental emergency response services for the remainder of Fiscal Year 2021-22 is included as part of the annual Public Works Environmental Program Budget (Account No. 100-93-5400) and the Police Department Public Support Services Budget (Account No. 100-74-5400). Necessary funds for the remainder of the contract term will be appropriated as part of future fiscal year operating budgets.

### Strategic Plan Objectives:

Goal No. 4: Maintain and improve the public infrastructure.

Goal No. 5: Ensure an enhanced quality of life for the residents.

### Background:

The Public Works Department, in coordination with the Police Department, provides 24-hour emergency hazardous waste clean-up services for spills, releases, and discharges of materials into the public right-of-way that may present a hazard to public health and/or the environment. Ideally, the responsible party that caused the discharge is held accountable for performing the clean-up. The role of the City is to ensure the responsible party has satisfactorily restored impacted areas to pre-existing conditions. However, when the responsible party is not immediately identifiable, available, or willing to assume responsibility, the City conducts the clean-up to protect public health as well as the environment and to ensure the City complies with the requirements of the State Water Board.

As a co-permittee under the Los Angeles County Municipal Separate Storm Sewer System (MS4) Permit (Order No. R-2012-0175) as amended by Order No. WQ2015-0075, the City must comply with a series of technical, legal, and regulatory requirements. The Permit requires the City to reduce pollutants discharged in urban runoff to the "Maximum Extent Practicable", meaning the City is required to clean and maintain its jurisdictional area while implementing treatment control Best Management Practices (BMPs).

Typically, spills and discharges are addressed on an emergency basis. Establishing a contract with a qualified vendor supports staff in minimizing on-call costs while ensuring the availability of services. After any City-initiated clean-up is completed, the City seeks cost recovery whenever possible.

### Analysis:

#### Scope of Work

The on-call environmental emergency response services to be performed by Ocean Blue include, but are not limited to the following:

- Removal of used oil and automotive batteries;
- Clean-up of diesel spills, hazardous chemicals, and unidentified substances;
- Disposal of fluorescent lights, aerosol cans and household batteries;
- Removal and disposal of City-generated hazardous waste and materials;
- Removal of body fluids; and
- Initiation of containment and clean up procedures, as needed.

#### Procurement

Section 3.20.120 of the Signal Hill Municipal Code allows for procurement of services when a competitive bid has already been performed by another local agency.



*...a competitive bid procedure has been conducted by another public agency, including, but not limited to, another local agency, the State through the California Multiple Award Schedule (CMAS), the federal government through the General Services Administration (GSA), or a joint powers agency, authority or alliance that procures competitive contracts; and (2) the price to the City is equal to or better than the price to that public agency.*

On October 4, 2019, the Port of Long Beach (Port) publicly advertised a request for emergency response and hazardous waste removal services. Over 700 firms were notified through the Port's bidding portal (PlanetBids). Five firms submitted proposals and were interviewed on January 14, 2020. A five-member committee interviewed each firm and ranked the top three as shown in the table below.

Rank	Firm Name
1	Ocean Blue Environmental Services, Inc
2	Clean Harbors Environmental Services
3	NRC Environmental Services, Inc

Ocean Blue's extensive experience in environmental emergency response, encampment cleaning, waste management, and industrial cleaning resulted in their selection by the Port. The proposed rates were competitive and reflective of market conditions. If awarded, Ocean Blue will honor the 2019 rates as proposed to the Port for the first year of services for Signal Hill. Staff has used Ocean Blue's services during emergency events including the recent hydrochloric gas explosion at the Signal Hill Town Center East and is satisfied with their services.

Reviewed:

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Sharon del Rosario

Approved:

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Hannah Shin-Heydorn

Attachment

**CITY OF SIGNAL HILL**  
**AGREEMENT FOR ON-CALL ENVIRONMENTAL EMERGENCY RESPONSE**

**1. PARTIES AND DATE.**

This Agreement is made and entered into this 11<sup>th</sup> day of January 2022, 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 Ocean Blue Environmental Services, Inc. a California Corporation with its principal place of business at 925 West Esther St., Long Beach California 90813 ("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 environmental emergency response and hazardous waste removal services required by the City which shall be performed in accordance with the terms and conditions set forth in this Agreement and other contract documents attached to or incorporated into this Agreement. Contractor represents that it is experienced in providing environmental emergency response and hazardous waste removal 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 the City.

**2.2 Project.**

City desires to engage Contractor to render such services for environmental emergency response services ("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 environmental emergency response 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. Additionally, Contractor shall comply with all Federal requirements applicable to the Services as set forth in Exhibit "A."

3.1.2 Term. The term of this Agreement shall be from January 11, 2022, to January 11, 2025 unless earlier terminated as provided herein. The City shall have the unilateral option, at its sole discretion, to renew this Agreement automatically for one

additional three-year term. Contractor shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines. Within six months prior to conclusion of the Term, the City, in its sole discretion, may agree to extend the Term of this Agreement for an additional term of three years if the Parties mutually agree in writing to such extension, which shall include an annual rate adjustment in reference to rate of inflation or CPI Index of the Los Angeles Metropolitan Area which shall not exceed 2.5%. Any increase due to rate of inflation or CPI to the contract amount shall be capped at 2.5%.

### **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 the Director of Public Works and/or Contracts Manager, to act as its representative in all matters pertaining to the administration and performance of this Agreement ("City's Representative" or "Contract Officer"). 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 Justin Lee 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 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 subcontractors 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. Since the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and since 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. Since 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.

3.2.10.4 Acknowledgment of Employment Relationship. Not Applicable.

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 Stormwater 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 proposal 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 stormwater; 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 stormwater to separate storm drain systems or other watercourses, including applicable requirements in municipal stormwater management programs.

3.2.13.3 Compliance with the City's Municipal Separate Storm Sewer System (MS4) Permit and California State Water Control Board Best Management Practices (BMPs). In addition to compliance with the laws, ordinances and regulations listed in paragraph 3.2.13.2, Contractor must comply with all applicable requirements.

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 Ninety-Two Thousand Two Hundred Sixty Nine Dollars (\$92,269) without written approval of 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 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. Any increase in compensation of up to ten percent (10%) of the Contract Sum or, in the time to perform of up to one hundred eighty (180) days, may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively, must be approved by the City Council.

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: Ocean Blue Environmental Services, Inc.  
925 West Esther Street  
Long Beach CA 90813  
ATTN: Justin Lee

City: City of Signal Hill  
2175 Cherry Avenue  
Signal Hill, CA 90755  
ATTN: Thomas Bekele

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. Contractor 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 Contractor is in compliance with the California Labor Code, Contractor shall only utilize its employees to provide the Services. Contractor 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 Contractor to use a Subcontractor, Contractor 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**

3.7.1 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, Contractor 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.

### **3.8 Force Majeure**

3.8.1 The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Contractor, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the City, if the Contractor shall within ten (10) days of the commencement of such delay notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay, and

extend the time for performing the services for the period of the enforced delay when and if in the judgment of the Contract Officer such delay is justified. The Contract Officer's determination shall be final and conclusive upon the Parties to this Agreement. In no event shall Contractor be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused, Contractor's sole remedy being extension of the Agreement pursuant to this Section.

**CITY OF SIGNAL HILL**

**OCEAN BLUE ENVIRONMENTAL  
SERVICES, INC.**

By: \_\_\_\_\_  
Hannah Shin-Heydorn  
City Manager

By: \_\_\_\_\_  
President

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

**ATTEST:**

By: \_\_\_\_\_  
Assistant Secretary

By: \_\_\_\_\_  
Carmen R. Brooks  
City Clerk

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
Matthew E. Richardson  
City Attorney

## **Exhibit “A”**

### **Scope of Work**

#### **Spill Response**

Contractors shall be capable of performing the following tasks:

- a. Deploy all necessary personnel, equipment, and materials to respond to and recover pollutant discharges from the public right-of-way and City stormdrain system. Discharges may consist of, but are not limited to: hydrocarbons, inorganic compounds, organic compounds, volatile compounds, biowaste, hazardous materials/waste, sewage, wastewater, sediment, and trash/debris. Contractors shall respond to spills within 1-hour of initial request.
- b. Deploy containment at various points along the projected travel path of the discharge to protect nearby stormdrain facilities from contamination. The City will provide a description of the site and discharge to the best of their ability during the initial request.
- c. Set-up traffic control per WATCH handbook or at the direction of City staff to safely perform spill response services.
- d. Conduct confined space entry and video camera inspection of stormdrain facilities.
- e. Perform pressure washing of the contaminated area, including stormdrain facilities, to the satisfaction of the City. All wastewater generated as a result of pressure washing activities shall be recovered and not allowed to discharge into the City’s storm drain system.
- f. Take discharge samples for laboratory analysis and provide results to the City.
- g. Manifest the waste lawfully and efficiently to the satisfaction of the California Department of Toxic Substances Control (DTSC), the United States Department of Transportation, the Environmental Protection Agency, the EPA-permitted disposal facilities receiving the waste, and any other relevant regulatory agencies.
- h. Provide storage, transport, and proper legal disposal of the recovered discharge.
- i. Provide an incident report with before and after pictures within 1-week of performing spill response services.
- j. Any other work required to safely, effectively, and lawfully perform spill response services.

#### **Hazardous Waste Disposal**

Contractors shall be capable of performing the following tasks:



- a. Perform emergency and routine pickups and/or removal of hazardous waste from the public right-of-way and City Yard (2175 E 28<sup>th</sup> St Signal Hill CA 90755). Types of hazardous waste may include, but are not limited to: hydrocarbons, inorganic compounds, organic compounds, volatile compounds, pesticides, biowaste, medical waste, e-waste, wastewater, batteries, soiled clothing, propane and gasoline tanks, and trash/debris.
- b. Document location, type of hazardous waste removed, and send photos to City staff.
- c. Provide storage, transport, and proper legal disposal of recovered hazardous waste.
- d. Manifest the waste lawfully and efficiently to the satisfaction of the California Department of Toxic Substances Control (DTSC), the United States Department of Transportation, the Environmental Protection Agency, the EPA-permitted disposal facilities receiving the waste, and any other relevant regulatory agencies.
- e. Any other work required to safely, effectively, and lawfully perform hazardous waste disposal services.

Exhibit "B"  
Schedule of Services

Time is of the essence in the performance of this Agreement and the immediate correction of hazardous conditions created by spills of oil, wastewater and other materials. Therefore, Services shall be performed within the period reasonably established by the Contract Representative when Contractor is called out.

Contractor must designate a person within his company that will respond to emergency calls twenty-four (24) hours a day.

## Exhibit "C" Compensation

### SPECIAL RATES EFFECTIVE JANUARY 1, 2022, TO DECEMBER 31, 2023

1. HAZARDOUS WASTE-TRAINED PERSONNEL		HOURLY RATE	
CLASSIFICATION	STRAIGHT TIME	OVER-TIME	PREMIUM TIME
PROJECT MANAGER	121.50	159.30	159.30
SUPERVISOR	93.60	111.60	127.80
CHEMIST / INDUSTRIAL HYGIENIST	186.30	213.30	213.30
LEAD TECHNICIAN	64.80	94.50	123.30
EQUIPMENT OPERATOR	62.10	93.60	119.70
TECHNICIAN	58.50	82.80	108.00
ILWU (INT. LONGSHORE & WHSE UNION) TECH	81.90	122.40	164.70

ALL PERSONNEL HAVE AT A MINIMUM, 40-HR HAZ-WOPER TRAINING AS SPECIFIED BY 29 CFR 1910.120

2. CERTIFIED HAZARDOUS WASTE TRANSPORTATION VEHICLES	HOURLY RATE
UTILITY TRUCK 4X4 W/TRAFFIC CONTROL LIGHTS & LIFTGATE	51.30
GEAR TRUCK W/ LIFTGATE	51.30
EMERGENCY RESPONSE UNIT - LARGE	238.50
EMERGENCY RESPONSE UNIT - SMALL	165.60
CREW VAN	45.00
BOB CAT W/SOLID TIRES	55.80
VACUUM TRAILER - 20 BBL	55.80
VACUUM TRUCK - 70 BBL W/ ROPER PUMP*	136.80
VACUUM TRUCK - 120 BBL*	156.60
VACUUM TRUCK - 120 BBL STAINLESS STEEL*	177.30
AIR EXCAVATOR*	136.80
HYDRO EXCAVATOR*	253.80
OMNIVAC - 85 BBL*	253.80
JETTER /VACTOR COMBO UNIT*	253.80
ROLL-OFF TRUCK*	136.80
ROLL-OFF TRUCK AND TRAILER*	156.60
DUMP TRUCK - 10 WHEEL*	96.30
45' FLAT BED*	111.60
25' EQUIPMENT TRAILER	36.00
STREET SWEEPER	90.00

DENOTES EQUIPMENT INCLUDING OPERATOR. THESE WILL BE CHARGE AN ADDITIONAL \$29.00 PER HOUR FOR OVERTIME AND \$39.00 PER HOUR FOR PREMIUM TIME.

### 3. RESPIRATORY / CONFINED SPACE ENTRY EQUIPMENT

SELF-CONTAINED BREATHING APPARATUS (30 MIN.)	139.50	DAILY
6-PACK BREATHING AIR BOTTLES	279.90	DAILY
5-MINUTE EGRESS AIR BOTTLE	39.60	DAILY
TRIPOD W/DOUBLE WINCHES	250.20	DAILY
FULL BODY HARNESS W/ SHOCK ABSORBER	36.00	DAILY
COPPUS BLOWER	202.50	DAILY
4-GAS AIR MONITOR	306.90	DAILY
PID METER	424.80	DAILY
MERCURY VAPOR ANALYZER	531.90	DAILY
OVA MONITOR	371.70	DAILY
PERSONAL 4 GAS METER	253.80	DAILY
ELECTRIC BLOWER	81.90	DAILY

### 4. TRAFFIC CONTROL

ARROW BOARD	227.70	DAILY
PORTABLE DECON STATION W/ARROWBOARD	304.20	DAILY
BARRICADES W/ REFLECTORS, EACH	33.30	DAILY
DELINEATOR/REFLECTIVE, EACH	1.80	DAILY
NO TURN RIGHT OR LEFT SIGNS, EACH	16.20	DAILY
TRAFFIC CONE/REFLECTIVE, EACH	2.70	DAILY
TRAFFIC CONTROL SIGNS 48"X48"/REFLECTIVE	37.80	DAILY

### 5. CLEANING EQUIPMENT

AIR COMPRESSOR	43.20	HOURLY
CHEMICAL DIAPHRAGM PUMP	319.50	DAILY
DECONTAMINATION STATION	217.80	DAILY
DIAPHRAGM PUMP	228.60	DAILY
SUCTION/DISCHARGE HOSE (PER FOOT)	0.90	DAILY
HYDROBLASTER	80.10	HOURLY
INTRINSICALLY SAFE PUMP FOR FUEL TANKS	111.60	DAILY
STEAM MACHINE 1,000 PSI 22 GPM	72.00	HOURLY
STEAM MACHINE 3,500 PSI 6 GPM	62.10	HOURLY
PORTABLE TRASH PUMP	213.30	DAILY
SUBMERSIBLE PUMP	189.00	DAILY
AIR SCRUBBERS PORTABLE	177.30	DAILY
HEPA FILTERS FOR SCRUBBERS	132.30	EACH
55 GALLON CARBON SCRUBBER FOR VAC TRUCKS	202.50	DAILY
3 STALL DECONTAMINATION SHOWER	304.20	DAILY

### 6. PORTABLE STORAGE UNITS

20-YARD BIN, OPEN TOP	26.10	DAILY
20-YARD BIN, CLOSED TOP	31.50	DAILY
40-YARD BIN, OPEN TOP	26.10	DAILY
40-YARD BIN, CLOSED TOP	33.30	DAILY
4" TANK MANIFOLD	19.80	DAILY
BIN LINERS	54.00	EACH

## 7. OIL SPILL EQUIPMENT

20' DRUM & SUPPLY TRAILER W/ 4' SIDES & 12,000 GVW	213.30	DAILY
BOOM TRAILER (STANDBY) W/ 1500' OF 8"x12" BOOM	159.30	DAILY
BOOM 8"x12" (DEPLOYED)	1.80	PER FT/DAY
BOOM 4"x12" (DEPLOYED)	0.90	PER FT/DAY
22' TOW/SPILL CONTROL BOAT W/ 200 HP MOTOR	136.80	HOURLY
22' x 8' SELF POWERED BARGE	91.80	HOURLY
19' TOOL SPILL BOAT W/90HP	91.80	HOURLY
17' TOW/SPILL CONTROL BOAT W/ 40 HP MOTOR	76.50	HOURLY
14' TOW/SPILL CONTROL BOAT W/ 25 HP MOTOR	60.30	HOURLY
12' PUNTS	36.00	HOURLY
12' PUNTS W/ 5HP MOTOR	45.00	HOURLY
SPLASH ZONE 2-PART SEALER	167.40	PER GALLON
25 LBS ANCHORS W/ 15' CHAIN	15.30	DAILY
15 LBS ANCHORS W/ 10' CHAIN	10.80	DAILY
24" BOEYS	15.30	DAILY
EMERGENCY RESPONSE TRAILER	478.80	DAILY
ROPE MOP SKIMMER	159.30	HOURLY
DRUM SKIMMER TDS-136 W/ POWER PACK	213.30	HOURLY
SKIM-PAK SERIES 4000 W/ CONTROL SYSTEM	64.80	HOURLY
SKIMMER TRAILER	213.30	DAILY
ABSORBENT BOOM TRAILER	159.30	DAILY
ATV (ALL TERRAIN VEHICLE) W/TRAILER	278.10	DAILY
FORKLIFT TRAILER	100.80	DAILY

## 8. MATERIALS

10 GALLON DOT DRUM, STEEL	51.30	EACH
15 GALLON DOT DRUM, POLY	51.30	EACH
16 GALLON DOT DRUM, STEEL	51.30	EACH
20 GALLON DOT DRUM, STEEL	54.00	EACH
30 GALLON DOT DRUM, POLY	54.00	EACH
30 GALLON DOT DRUM, STEEL	54.00	EACH
5 GALLON DOT DRUM	18.90	EACH
55 GALLON DOT DRUM, POLY	63.00	EACH
55 GALLON DOT DRUM, STEEL	62.10	EACH
55 GALLON DOT DRUM, BIO	40.50	EACH
85 GALLON DRUM, OVERPAK, STEEL	227.70	EACH
95 GALLON DRUM, OVERPAK, POLY	227.70	EACH
ACID SPILFYTER NEUTRALIZER PER GALLON	79.20	EACH
BASE SPILFYTER NEUTRALIZER PER GALLON	79.20	EACH
BIO-SOLVE (HYDROCARBON ENCAPSULANT)	37.80	PER GALLON
BLEACH	4.50	PER GALLON
CHEMICAL POLYTOTES	328.50	EACH
CHLOR-D-TECT Q 4000	18.90	EACH
CITRI-CLEAN, 55 GALLONS	850.50	PER DRUM
DIESEL FUEL (EQUIPMENT)	5.40	PER GALLON
DRUM LINER	2.70	EACH
DUCT TAPE	6.30	PER ROLL

FACE SHIELD	13.50	EACH
HAND AUGER	89.10	DAILY
HEPA VACUUM FILTER PROTECTORS	20.70	EACH
HEPA VACUUM REPLACEMENT BAGS	20.70	EACH
OIL SORBENT POM POMS	58.50	PER BALE
PLASTIC BAGS	76.50	PER BOX
PLASTIC SHEETING	76.50	PER ROLL
RAGS, 50 LB BOX	69.30	PER BOX
ROPE 1/2 POLY, 100' ROLL	33.30	PER ROLL
ROPE 5/8 POLY, 100' SPOOL	37.80	PER ROLL
SAMPLE JARS - 1QT	13.50	EACH
SANDBAGS	3.60	EACH
SHRINKWRAP	31.50	ROLL
SIMPLE GREEN	13.50	PER GALLON
SODA ASH	6.30	PER GALLON
SORBENT BOOM W/ JELLING MATERIAL	424.80	PER BALE
SORBENT BOOM, 8"x10"	55.80	EACH
SORBENT PADS 18"x18"x1/4" (200/BALE)	91.80	PER BALE
SUPERFINE, 25 LB BAG	18.90	PER BAG
TRI-WALL BOXES	159.30	EACH
VACTOR FLEX HOSE 4"	1.80	PER FOOT
VACTOR FLEX HOSE 6"	2.70	PER FOOT

#### 9. TOOLS AND OTHER EQUIPMENT

BIO-HAZARD "BLOOD" SPILL KIT	106.20	EACH
BOAT HOOKS 3'-9' TELESCOPING	7.20	DAILY
BOBCAT SWEEPER ATTACHMENT	225.00	DAILY
CHEST WADERS	63.00	DAILY
14 PORTABLE GAS-POWERED ABRASIVE SAW	152.10	DAILY
COM-A-LONG - 4000 LBS	6.30	DAILY
CUTTING TORCH	153.90	DAILY
DRUM SAMPLING ROD (GLASS)	7.20	EACH
DRUM VACUUM - 55 GALLON	122.40	DAILY
EXTENSION LADDER	13.50	DAILY
EYEWASH STATION	33.30	DAILY
FIRE PROTECTION SUIT (1500 DEGREE PROTECTION FACTC	227.70	DAILY
FORKLIFT	225.00	DAILY
GENERATOR, 10KV TRAILER MOUNTED	36.00	HOURLY
GENERATOR, 5500 WATIS	126.90	DAILY
HAND TOOLS	54.00	DAILY
HAND WASHING STATION	51.30	DAILY
HAZ-CAT KIT	20.70	PER TEST
HEAVY DUTY JETTER NOZZLES	241.20	DAILY
HEPA VACUUM (DRY)	159.30	DAILY
HIP WADERS	54.00	DAILY
HUDSON SPRAYER	20.70	DAILY
JACK HAMMER 90 LBS	126.90	DAILY

LIFE JACKETS	16.20	DAILY
LIGHT STAND (2 BULBS)	37.80	DAILY
LIGHT TOWER (4 BULBS)	304.20	DAILY
MEALS ON SPILLS	7.20	EACH
MERCURY VACUUM	531.90	DAILY
NON-SPARKING COLD CUTTER / RIVET BUSTER	100.80	DAILY
NON-SPARKING COLD CUTTER TIPS	31.50	EACH
PER DIEM ALLOWANCE ON TRAVEL	167.40	DAILY
PICKS "MINERS"	2.70	DAILY
PLUG & DIKE, 1 LB CAN	26.10	EACH
POLY SIPHON (POGO) PUMP	19.80	EACH
PORTABLE RESTROOM W/ SINK	159.30	DAILY
PROFILING FEE (PER WASTE STREAM)	80.10	EACH
RADIO 2-WAY, INTRINSICALLY SAFE	42.30	DAILY
SAWZALL	84.60	DAILY
SKIL SAW	37.80	DAILY
STEEL SPIKES, 36"	5.40	DAILY
TRANSFER HOSES, 1-4"	45.00	DAILY
TRUCK RAMPS (30,000 LBS)	304.20	DAILY
VAPOR TIGHT DROP LIGHTS	159.30	DAILY
VENTILATION FAN	122.40	DAILY
WATER METER	266.40	DAILY
WATER TANK TRAILER W/ PUMP	360.00	DAILY
DRUM DOLLY	25.20	DAILY

#### 10. PERSONAL PROTECTIVE EQUIPMENT (PPE)

LEVEL "A" - FULLY ENCAPSULATED GAS-TIGHT SUIT WITH SCBA	505.80	PER SET
LEVEL "B" - POLY-TYVEK THROUGH FULLY ENCAPSU- LATED SUIT, BUT NOT GAS TIGHT W/SCBA	159.30	PER SET
LEVEL "C" - TYVEK THROUGH SARANEX SUIT W/ AIR PURIFYING RESPIRATOR	69.30	PER SET
LEVEL "D" - TYVEK, POLY-TYVEK, COVERALL OR RAINGEAR SUIT WITH GLOVES, BOOTS, HARDHAT AND SAFETY GLASSES	33.30	PER SET

Any work by subcontractor shall be pre-approved by the City. Contractor's overhead and profit for work performed by the subcontractor shall not exceed 10% of actual work.

- A. 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.
  - B. Line items for all personnel describing the work performed, the number of hours worked, and the hourly rate.
  - C. Line items for all materials and equipment properly charged for the services.
  - D. Line items for all other approved reimbursable expenses claimed, with supporting documentation.
  - E. Line items for all approved subcontractor labor, supplies, equipment, materials, and travel properly charged for the services.
1. The total compensation for the services shall not exceed Contract Sum as provided in Section 3.3.1 of this Agreement.
- A. The maximum annual contract cost for each year is:

Fiscal Year	CPI Increase (Max 2.5%)
Year 1, January 11, 2022 – January 11, 2023	\$30,000
Year 2, January 11, 2023 – January 11, 2024	\$30,750
Year 3, January 11, 2024 – January 11, 2025	\$31,519
Total	\$92,269

- B. 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.



## **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. (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.

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**

(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 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.



CITY OF SIGNAL HILL  
STAFF REPORT

2175 Cherry Avenue • Signal  
Hill, California 90755-3799

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1/11/2022

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**AGENDA ITEM**

**TO:**

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

**FROM:**

**HANNAH SHIN-HEYDORN  
CITY MANAGER**

**SHARON DEL ROSARIO  
ADMINISTRATIVE SERVICES OFFICER/FINANCE DIRECTOR**

**SUBJECT:**

**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 and is included as an attachment.

**Recommendation:**

Authorize the Contract Amendment Register dated January 11, 2022.

**Fiscal Impact:**

Funds have been authorized as part of the adopted Fiscal Year 2021-22 Operating Budget and are available or have been identified as unused from the prior fiscal year and will be presented to the City Council as carry-over during the mid-year budget review.

**Strategic Plan Objective:**

Goal No. 6: Promote a transparent and open government.

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1/11/2022

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## Attachments

CONTRACT AMENDMENT REGISTER

January 11, 2022

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 No.	Additional Term and Date	Additional Comp & CPI	New Not-to-Exceed	Funding Source Account No.	Adopted Budget
TERM AND COMPENSATION													
None													
COMPENSATION ONLY													
1	PW	On-Call Traffic Engineering Services	W.G. Zimmerman Engineering, Inc.	Y 09/27/2017	N	06/30/2024	\$1,034,000	3	N/A	\$150,000	\$1,184,000	100-91-5400	Yes
TERM ONLY													
None													

N/A: Not applicable

### AMENDMENT NO. 3

#### TO AGREEMENT FOR PROFESSIONAL SERVICES

THIS AMENDMENT NO. 3 TO THE AGREEMENT FOR PROFESSIONAL SERVICES ("Amendment") is made by and between the CITY OF SIGNAL HILL ("City") and W.G. ZIMMERMAN ENGINEERING, INC., a California corporation ("Consultant") shall be deemed to be effective as of the 11<sup>th</sup> day of January, 2022.

#### RECITALS

A. City and Consultant entered into that certain Agreement for Professional Services dated March 13, 2018 (the "Original Agreement") whereby Consultant agreed to provide certain on-call traffic engineering services through March 14, 2021, for the sum of \$300,000.

B. The Agreement was subsequently amended by Amendment No.1, dated December 10<sup>th</sup>, 2019, to (i) expand the Scope of Services to include the provision of planning and management services related to proposed upgrades to Spring Street, and (ii) adjust the Contract Sum to provide for an increase in the compensation due to Consultant for such additional services in the amount of \$409,000 for a new total not-to-exceed amount of \$709,000.

C. On February 23<sup>rd</sup>, 2021, the Agreement was amended by Amendment No. 2 to extend the on-call services for an additional three-year and three-month period by increasing the Contractor's compensation by \$325,000 for a total Contract Sum of \$1,034,000.

D. City and Contractor now desire to expand the Scope of Services to include the provision of traffic engineering services related to the Willow Corridor Project and Speed Study, and increase the Contract Sum by \$150,000 for a new total not-to-exceed amount of \$1,184,000.

#### TERMS

1. **Contract Changes.** The Original Agreement and subsequent Amendments are amended as provided herein (except for deleted and replaced changes, new text is identified in ***bold italics***, deleted text in ~~strike-through~~).

- a. **Section 2.1, Contract Sum, is hereby amended to read as follows:**

"Subject to any limitations set forth in this Agreement, City agrees to pay Contractor the amounts specified in the "Schedule of Compensation" attached hereto as Exhibit "C" and incorporated herein by this reference. The total compensation, including reimbursement for actual expenses, shall not exceed ~~Seven Hundred Nine Thousand Dollars (709,000) One Million Thirty Four Thousand Dollars (\$1,034,000)~~ One Million One Hundred Eighty Four Thousand Dollars (\$1,184,000) (the "Contract Sum"), unless additional compensation is approved pursuant to Section 1.9."



**b. Part V of Exhibit “C” (Schedule of Compensation) is hereby amended as follows:**

“V. The total compensation for the Services shall not exceed ~~\$100,000 annually~~ ~~\$1,034,000~~ \$1,184,000 for the extended six-year and three-month term (excluding private developer projects where the private developer reimburses the City), or ~~\$300,000 for the term,~~ as provided in Section 2.1 of the agreement.”

**2. Continuing Effect of Agreement.** Except as expressly amended by this Amendment, all provisions of the Original Agreement shall remain unchanged and in full force and effect. From and after the date of this Amendment, whenever the term “Agreement” appears in the Original Agreement, it shall mean the Agreement, as amended by this Amendment.

**3. Affirmation of Agreement; Warranty Re Absence of Defaults.** City and Consultant each ratify and reaffirm each and every one of the respective rights and obligations arising under the Original Agreement. Each party represents and warrants to the other that there have been no written or oral modifications to the Original Agreement other than as provided herein. Each party represents and warrants to the other that the Original Agreement is currently an effective, valid, and binding obligation.

Consultant represents and warrants to City that, as of the date of this Amendment, City is not in default of any material term of the Original Agreement and that there have been no events that, with the passing of time or the giving of notice, or both, would constitute a material default under the Original Agreement.

**4. Adequate Consideration.** The parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Amendment.

**5. Authority.** The persons executing this Amendment on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Amendment on behalf of said party, (iii) by so executing this Amendment, such party is formally bound to the provisions of this Amendment, and (iv) the entering into this Amendment does not violate any provision of any other agreement to which said party is bound.

**6. Recitals Incorporated.** The Recitals above are deemed true and correct and are incorporated within this Amendment by this reference.

[SIGNATURES ON FOLLOWING PAGE]

**IN WITNESS WHEREOF**, the parties hereto have executed this Amendment on the date and year first-above written.

**CITY:**

CITY OF SIGNAL HILL,  
a municipal corporation

\_\_\_\_\_  
Hannah Shin-Heydorn  
City Manager

**ATTEST:**

\_\_\_\_\_  
Carmen R. Brooks  
City Clerk

**APPROVED AS TO FORM:**

BEST BEST & KRIEGER LLP

\_\_\_\_\_  
Matthew E. Richardson  
City Attorney

**CONSULTANT:**

W.G. ZIMMERMAN ENGINEERING,  
INC., a California corporation

**NOTE: Two corporate officer signatures required when Consultant is a corporation, with one signature required from each of the following groups: 1) Chairman of the Board, President or any Vice President; and 2) Secretary, any Assistant Secretary, Chief Financial Officer or any Assistant Treasurer. CONSULTANT'S SIGNATURES SHALL BE DULY NOTARIZED, AND APPROPRIATE ATTESTATIONS SHALL BE INCLUDED AS MAY BE REQUIRED BY THE BYLAWS, ARTICLES OF INCORPORATION, OR OTHER RULES OR REGULATIONS APPLICABLE TO CONSULTANT'S BUSINESS ENTITY.**

By: \_\_\_\_\_  
Name: William G. Zimmerman  
Title: President

By: \_\_\_\_\_  
Name:  
Title:

Address: 17011 Beach Blvd., Suite 1240  
Huntington Beach, CA 92647



STAFF REPORT

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1/11/2022

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**AGENDA ITEM**

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

**FROM:**  
**HANNAH SHIN-HEYDORN  
CITY MANAGER**

**SUBJECT:**  
**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.

**Fiscal Impact:**

The City continues to incur necessary operational and administrative costs to address the impacts of

## COVID-19.

As part of the Coronavirus Relief Fund, the City is eligible to receive up to \$144,610 to address costs incurred related to the public health and public safety impacts of COVID-19. As part of the American Rescue Plan, the City is estimated to receive \$2.7 million to address costs related to COVID-19. Staff will continue to pursue additional Federal and State reimbursement for all City costs incurred.

### Strategic Plan Objectives:

Goal No. 1: Ensure public safety is a high priority.

Goal No. 6: Promote a transparent and open government.

### Background:

#### **Continuance of Local COVID-19 Emergency**

On January 30, 2020, the World Health Organization (WHO) declared a novel coronavirus (COVID-19) a public health emergency of international concern. On January 31, 2020, the United States Department of Health and Human Services declared this global outbreak a public health emergency for the United States. The Centers for Disease Control and Prevention (CDC) announced on February 25, 2020 that community spread of COVID-19 was likely to occur in the United States. On March 11, 2020 the WHO made the assessment that COVID-19 can be characterized as a pandemic. On March 4, 2020, Governor Newsom issued a Proclamation of a State of Emergency (Attachment A). On March 4, 2020, the Los Angeles County Board of Supervisors declared a Local and Public Health Emergency. On March 13, 2020, President Trump declared a National State of Emergency. On March 19, 2020, the Los Angeles County Department of Public Health (LACDPH) issued an Order of the Health Officer to control the spread of COVID-19 within the County of Los Angeles. On March 19, 2020, Governor Newsom issued Executive Order N-33-20 to control the spread of COVID-19 within the State of California.

Governor Newsom's Proclamation of a State of Emergency issued on March 4, 2020, included the following provision:

*8. The 60-day time period in Government Code section 8630, within which local government authorities must renew a local emergency, is hereby waived for the duration of this statewide emergency. Any local emergency proclaimed will remain in effect until each local governing authority terminates its respective local emergency.*

On March 19, 2020, the City Manager acting as the Director of Emergency Services signed a Proclamation of a Local Emergency due to COVID-19. On March 24, 2020, the City Council adopted a resolution ratifying the proclamation of the existence of a local emergency (Attachment B). On June 9, 2020, July 14, 2020, September 8, 2020, October 27, 2020, December 8, 2020, January 26, 2021, March 23, 2021, May 11, 2021, June 22, 2021, August 10, 2021, September 28, 2021, October 26, 2021, November 9, 2021, and December 14, 2021 the City Council received and filed a report on the continuance of the proclamation. Currently, California continues to operate under a state of emergency, as does Los Angeles County. At this time, the local emergency related to COVID-19 continues to exist.

## **Assembly Bill 361: Teleconferenced Brown Act Meetings**

On March 17, 2020, Governor Gavin Newsom issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings completely telephonically or by other electronic means.

The suspension of certain provisions of the Brown Act was further extended by the Governor on June 11, 2021 by the issuance of Executive Order N-08-21 which continued to allow for complete virtual City Council (and other legislative body) meetings until September 30, 2021.

Effective October 1, 2021, AB 361 allows local government to continue to conduct remote virtual meetings so long as there is a state-proclaimed state of emergency and the legislative body makes mandatory findings, discussed in greater detail below.

### Analysis:

On June 15, 2021, Governor Gavin Newsom took action to move California “Beyond the Blueprint” by lifting certain pandemic executive orders while leaving his emergency declaration in place. Unfortunately, it appears various tracking metrics are on the rise following the holiday season. The California Department of Public Health states the following:

*Since Thanksgiving, the statewide seven-day average case rate has increased by 410% and the number of COVID-19 hospitalized patients has increased by 63%.*

...

*Although infection rates had been decreasing, they are increasing again, and at least 42 counties continue to experience high transmission, as classified by the CDC.*

## **AB 361**

As noted above, Executive Order N-29-20, which allowed local governments to meet remotely without complying with traditional Brown Act teleconferencing rules, expired on September 30, 2021. AB 361 extends the Executive Order’s exceptions to the Brown Act’s teleconference requirements. Under AB 361, the City may continue using teleconferencing for the duration of the state-proclaimed state of emergency if the City Council finds that (1) state or local officials have imposed or recommended measures to promote social distancing or (2) if meeting in person would present imminent risks to the health and safety of attendees. The City Council is able to make those findings.

The Governor’s proclamation of a state of emergency is still active, and local officials continue to recommend social distancing measures. The LACDPH Health Officer Order, revised December 31, 2021, begins as follows (Attachment C):

*SUMMARY OF THE ORDER: Based on the federal Centers for Disease Control and Prevention (CDC) indicators, the County of Los Angeles is currently experiencing a weekly average of 723.91 new cases of COVID-19 per 100,000 persons. According to the CDC’s threshold of 100 or more new cases of COVID-19 per 100,000 persons, the County remains at a High rate of community transmission of COVID-19.*

In addition, the LACDPH “Reducing Risk Guidance (English)” revised on December 22, 2021, lists

the following under the section titled “How to Reduce the Risk of COVID-19” (Attachment D):

*Keep your distance. Use two arms lengths as your guide (about 6 feet) for social distancing with people outside your household when you are not sure that they are fully vaccinated.*

To continue utilizing the AB 361 exemptions, the Council must, no later than 30 days after voting to continue holding virtual meetings and every 30 days thereafter, reconsider the circumstances of the state’s COVID-19 state of emergency and determine that either (a) the state of emergency continues to directly impact the ability of members to meet safely in person, or (b) state or local officials continue to impose or recommend social distancing measures. The City Council’s proclamation of the existence of a local emergency will continue until further notice. Staff will provide another update to the City Council no later than February 8, 2022.

Attachments

**EXECUTIVE DEPARTMENT  
STATE OF CALIFORNIA**

**PROCLAMATION OF A STATE OF EMERGENCY**

**WHEREAS** in December 2019, an outbreak of respiratory illness due to a novel coronavirus (a disease now known as COVID-19), was first identified in Wuhan City, Hubei Province, China, and has spread outside of China, impacting more than 75 countries, including the United States; and

**WHEREAS** the State of California has been working in close collaboration with the national Centers for Disease Control and Prevention (CDC), with the United States Health and Human Services Agency, and with local health departments since December 2019 to monitor and plan for the potential spread of COVID-19 to the United States; and

**WHEREAS** on January 23, 2020, the CDC activated its Emergency Response System to provide ongoing support for the response to COVID-19 across the country; and

**WHEREAS** on January 24, 2020, the California Department of Public Health activated its Medical and Health Coordination Center and on March 2, 2020, the Office of Emergency Services activated the State Operations Center to support and guide state and local actions to preserve public health; and

**WHEREAS** the California Department of Public Health has been in regular communication with hospitals, clinics and other health providers and has provided guidance to health facilities and providers regarding COVID-19; and

**WHEREAS** as of March 4, 2020, across the globe, there are more than 94,000 confirmed cases of COVID-19, tragically resulting in more than 3,000 deaths worldwide; and

**WHEREAS** as of March 4, 2020, there are 129 confirmed cases of COVID-19 in the United States, including 53 in California, and more than 9,400 Californians across 49 counties are in home monitoring based on possible travel-based exposure to the virus, and officials expect the number of cases in California, the United States, and worldwide to increase; and

**WHEREAS** for more than a decade California has had a robust pandemic influenza plan, supported local governments in the development of local plans, and required that state and local plans be regularly updated and exercised; and

**WHEREAS** California has a strong federal, state and local public health and health care delivery system that has effectively responded to prior events including the H1N1 influenza virus in 2009, and most recently Ebola; and

**WHEREAS** experts anticipate that while a high percentage of individuals affected by COVID-19 will experience mild flu-like symptoms, some will have more serious symptoms and require hospitalization, particularly individuals who are elderly or already have underlying chronic health conditions; and

**WHEREAS** it is imperative to prepare for and respond to suspected or confirmed COVID-19 cases in California, to implement measures to mitigate the spread of COVID-19, and to prepare to respond to an increasing number of individuals requiring medical care and hospitalization; and

**WHEREAS** if COVID-19 spreads in California at a rate comparable to the rate of spread in other countries, the number of persons requiring medical care may exceed locally available resources, and controlling outbreaks minimizes the risk to the public, maintains the health and safety of the people of California, and limits the spread of infection in our communities and within the healthcare delivery system; and

**WHEREAS** personal protective equipment (PPE) is not necessary for use by the general population but appropriate PPE is one of the most effective ways to preserve and protect California's healthcare workforce at this critical time and to prevent the spread of COVID-19 broadly; and

**WHEREAS** state and local health departments must use all available preventative measures to combat the spread of COVID-19, which will require access to services, personnel, equipment, facilities, and other resources, potentially including resources beyond those currently available, to prepare for and respond to any potential cases and the spread of the virus; and

**WHEREAS** I find that conditions of Government Code section 8558(b), relating to the declaration of a State of Emergency, have been met; and

**WHEREAS** I find that the conditions caused by COVID-19 are likely to require the combined forces of a mutual aid region or regions to appropriately respond; and

**WHEREAS** under the provisions of Government Code section 8625(c), I find that local authority is inadequate to cope with the threat posed by COVID-19; and

**WHEREAS** under the provisions of Government Code section 8571, I find that strict compliance with various statutes and regulations specified in this order would prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of the COVID-19.

**NOW, THEREFORE, I, GAVIN NEWSOM**, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and statutes, including the California Emergency Services Act, and in particular, Government Code section 8625, **HEREBY PROCLAIM A STATE OF EMERGENCY** to exist in California.



**IT IS HEREBY ORDERED THAT:**

1. In preparing for and responding to COVID-19, all agencies of the state government use and employ state personnel, equipment, and facilities or perform any and all activities consistent with the direction of the Office of Emergency Services and the State Emergency Plan, as well as the California Department of Public Health and the Emergency Medical Services Authority. Also, all residents are to heed the advice of emergency officials with regard to this emergency in order to protect their safety.
2. As necessary to assist local governments and for the protection of public health, state agencies shall enter into contracts to arrange for the procurement of materials, goods, and services needed to assist in preparing for, containing, responding to, mitigating the effects of, and recovering from the spread of COVID-19. Applicable provisions of the Government Code and the Public Contract Code, including but not limited to travel, advertising, and competitive bidding requirements, are suspended to the extent necessary to address the effects of COVID-19.
3. Any out-of-state personnel, including, but not limited to, medical personnel, entering California to assist in preparing for, responding to, mitigating the effects of, and recovering from COVID-19 shall be permitted to provide services in the same manner as prescribed in Government Code section 179.5, with respect to licensing and certification. Permission for any such individual rendering service is subject to the approval of the Director of the Emergency Medical Services Authority for medical personnel and the Director of the Office of Emergency Services for non-medical personnel and shall be in effect for a period of time not to exceed the duration of this emergency.
4. The time limitation set forth in Penal Code section 396, subdivision (b), prohibiting price gouging in time of emergency is hereby waived as it relates to emergency supplies and medical supplies. These price gouging protections shall be in effect through September 4, 2020.
5. Any state-owned properties that the Office of Emergency Services determines are suitable for use to assist in preparing for, responding to, mitigating the effects of, or recovering from COVID-19 shall be made available to the Office of Emergency Services for this purpose, notwithstanding any state or local law that would restrict, delay, or otherwise inhibit such use.
6. Any fairgrounds that the Office of Emergency Services determines are suitable to assist in preparing for, responding to, mitigating the effects of, or recovering from COVID-19 shall be made available to the Office of Emergency Services pursuant to the Emergency Services Act, Government Code section 8589. The Office of Emergency Services shall notify the fairgrounds of the intended use and can immediately use the fairgrounds without the fairground board of directors' approval, and

notwithstanding any state or local law that would restrict, delay, or otherwise inhibit such use.

7. The 30-day time period in Health and Safety Code section 101080, within which a local governing authority must renew a local health emergency, is hereby waived for the duration of this statewide emergency. Any such local health emergency will remain in effect until each local governing authority terminates its respective local health emergency.
8. The 60-day time period in Government Code section 8630, within which local government authorities must renew a local emergency, is hereby waived for the duration of this statewide emergency. Any local emergency proclaimed will remain in effect until each local governing authority terminates its respective local emergency.
9. The Office of Emergency Services shall provide assistance to local governments that have demonstrated extraordinary or disproportionate impacts from COVID-19, if appropriate and necessary, under the authority of the California Disaster Assistance Act, Government Code section 8680 et seq., and California Code of Regulations, Title 19, section 2900 et seq.
10. To ensure hospitals and other health facilities are able to adequately treat patients legally isolated as a result of COVID-19, the Director of the California Department of Public Health may waive any of the licensing requirements of Chapter 2 of Division 2 of the Health and Safety Code and accompanying regulations with respect to any hospital or health facility identified in Health and Safety Code section 1250. Any waiver shall include alternative measures that, under the circumstances, will allow the facilities to treat legally isolated patients while protecting public health and safety. Any facilities being granted a waiver shall be established and operated in accordance with the facility's required disaster and mass casualty plan. Any waivers granted pursuant to this paragraph shall be posted on the Department's website.
11. To support consistent practices across California, state departments, in coordination with the Office of Emergency Services, shall provide updated and specific guidance relating to preventing and mitigating COVID-19 to schools, employers, employees, first responders and community care facilities by no later than March 10, 2020.
12. To promptly respond for the protection of public health, state entities are, notwithstanding any other state or local law, authorized to share relevant medical information, limited to the patient's underlying health conditions, age, current condition, date of exposure, and possible contact tracing, as necessary to address the effect of the COVID-19 outbreak with state, local, federal, and nongovernmental partners, with such information to be used for the limited purposes of monitoring, investigation and control, and treatment and coordination of care. The

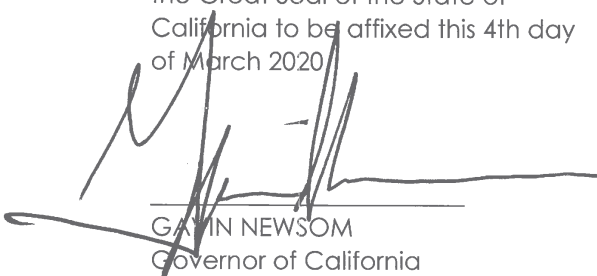
notification requirement of Civil Code section 1798.24, subdivision (i), is suspended.

13. Notwithstanding Health and Safety Code sections 1797.52 and 1797.218, during the course of this emergency, any EMT-P licensees shall have the authority to transport patients to medical facilities other than acute care hospitals when approved by the California EMS Authority. In order to carry out this order, to the extent that the provisions of Health and Safety Code sections 1797.52 and 1797.218 may prohibit EMT-P licensees from transporting patients to facilities other than acute care hospitals, those statutes are hereby suspended until the termination of this State of Emergency.

14. The Department of Social Services may, to the extent the Department deems necessary to respond to the threat of COVID-19, waive any provisions of the Health and Safety Code or Welfare and Institutions Code, and accompanying regulations, interim licensing standards, or other written policies or procedures with respect to the use, licensing, or approval of facilities or homes within the Department's jurisdiction set forth in the California Community Care Facilities Act (Health and Safety Code section 1500 et seq.), the California Child Day Care Facilities Act (Health and Safety Code section 1596.70 et seq.), and the California Residential Care Facilities for the Elderly Act (Health and Safety Code section 1569 et seq.). Any waivers granted pursuant to this paragraph shall be posted on the Department's website.

**I FURTHER DIRECT** that as soon as hereafter possible, this proclamation be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this proclamation.

**IN WITNESS WHEREOF** I have  
hereunto set my hand and caused  
the Great Seal of the State of  
California to be affixed this 4th day  
of March 2020



\_\_\_\_\_  
GAVIN NEWSOM  
Governor of California

**ATTEST:**

\_\_\_\_\_  
ALEX PADILLA  
Secretary of State



## **CITY OF SIGNAL HILL**

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2175 Cherry Avenue ♦ Signal Hill, CA 90755-3799

March 24, 2020

### **AGENDA ITEM**

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

**FROM: HANNAH SHIN-HEYDORN  
CITY MANAGER**

**SUBJECT: ADOPTION A RESOLUTION RATIFYING THE CITY MANAGER'S  
PROCLAMATION OF THE EXISTENCE OF A LOCAL EMERGENCY IN  
RESPONSE TO COVID-19**

### **Summary:**

City Council will consider ratifying the proclamation of the existence of a local emergency in response to the current public health crisis, made by the City Manager as the Director of Emergency Services, on March 19, 2020.

### **Recommendations:**

1. Waive further reading and adopt the following resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, RATIFYING THE PROCLAMATION OF THE EXISTENCE OF A LOCAL EMERGENCY BY THE CITY MANAGER OF THE CITY OF SIGNAL HILL, AS DIRECTOR OF EMERGENCY SERVICES

2. Provide staff with direction on preferred protocol for future meetings, including those of the City Council, Commissions, and Committees.
3. Provide staff with direction on preferred protocol for continuing government operations.

**Attachment B**  
(Attachments to staff report  
not provided)

### **Fiscal Impact:**

The primary costs incurred by the City will be for administrative support in the coordination, surveillance, communication and management of the COVID-19 local emergency, as well as related services and supplies. Current City costs are being covered by existing department appropriations, but City staff will be directed to track all costs separately. Staff will pursue Federal and State reimbursement for all City costs incurred.

### **Strategic Plan Objectives:**

Goal No. 1: Ensure public safety is a high priority.

Goal No. 6: Promote a transparent and open government.

### **Background:**

On January 30, 2020, the World Health Organization (WHO) declared a novel coronavirus (COVID-19) a public health emergency of international concern. On January 31, 2020, the United States Department of Health and Human Services declared this global outbreak a public health emergency for the United States. The Centers for Disease Control and Prevention (CDC) announced on February 25, 2020 that community spread of COVID-19 was likely to occur in the United States. On March 11, 2020 the WHO made the assessment that COVID-19 can be characterized as a pandemic. On March 13, 2020, President Trump declared a National State of Emergency. On March 19, 2020, the Los Angeles County Department of Public Health (LACDPH) issued an Order of the Health Officer to control the spread of COVID-19 within the County of Los Angeles. On March 19, 2020, Governor Newsom issued Executive Order N-33-20 to control the spread of COVID-19 within the State of California.

As of March 20, 2020, the WHO reported that, to date, there were 209,839 confirmed cases of COVID-19, 8,778 of which resulted in death, across 169 countries. On March 19, 2020, the California Department of Public Health (CDPH) reported that, to date, California has 675 confirmed cases of COVID-19, 16 of which have resulted in death. The CDC anticipates that widespread transmission of COVID-19 in the United States will occur.

While there are no reported confirmed cases of COVID-19 in Signal Hill, the City's proposed actions will provide the City additional powers to coordinate local efforts and identify and procure resources needed to effectively address the emergency as needed. Upon the first concerns of the virus becoming a serious health issue, the City's Emergency Management Division began working with the LACDPH. As the situation evolved within the State of California and County of Los Angeles, the City began identifying potential stakeholders and reaching out in a preliminary lean forward posture. The Emergency Management Division is actively participating in daily in-person and

remote briefings (teleconferences or webinars) with LACDPH, Los Angeles County Office of Emergency Management, California Department of Public Health, California Office of Emergency Services and the CDC. As updated information is provided, the Emergency Management Division is providing either written or verbal briefings to appropriate City staff and executives.

The Emergency Management Division began working with the City's Public Information Officer (PIO) to develop external public communication utilizing information and best practices based on guidance provided by LACDPH and the CDC. This included placing dedicated information on the City website, the City social media sites, the City eNewsletter, NextDoor, and the City's emergency notification system (Nixle). The City Manager's Office and the PIO collaborated early to develop guidelines and internal messaging for the safety of the public and City personnel. Information has been placed on the City's website (<https://www.cityofsignalhill.org/coronavirus>) and shared through various mediums. The City's intention is to ensure public safety by minimizing public events and to provide vital services to the public while limiting risk and exposure to City personnel.

### **Analysis:**

On March 19, 2020, the City Manager acting as the Director of Emergency Services signed a Proclamation of a Local Emergency due to COVID-19 (Attachment A). This action was taken to facilitate Signal Hill implementing guidelines to combat the spread as announced at the county, state and national level. This allows the City greater flexibility in enacting rules, policies and purchasing.

Government Code section 8558 defines a local emergency as "the duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the territorial limits of a county, city and county, or city, caused by conditions such as air pollution, fire, flood, storm, **epidemic**, riot, drought, ... or other conditions, other than conditions resulting from a labor controversy, which are or are likely to be beyond the control of the services, personnel, equipment, and facilities of that political subdivision and require the combined forces of other political subdivisions to combat." (Emphasis added.)

Under Government Code section 8630, the City Council can proclaim the existence of a local emergency. Under Signal Hill Municipal Code section 2.76.060, if the City Council is not in session, the City Manager, as Director of Emergency Services, is given the authority to proclaim a local emergency subject to ratification by the City Council within seven (7) days. Once the existence of a local emergency is proclaimed, neighboring jurisdictions and the State have the power to provide mutual aid to address the emergency conditions. Pursuant to Government Code section 8630, once proclaimed, the City Council is required to review the need for continuing the local emergency at least every 60 days until the local emergency is terminated, and must proclaim the termination of the local emergency at the earliest possible date that conditions warrant. Currently, the Governor's March 4, 2020 declaration of a State of Emergency waived

the 60-day review requirement. Accordingly, on March 19, 2020 the City Manager proclaimed the existence of a local emergency.

The proclamation will enable the City to more effectively respond to the potential outbreak, put in place a framework that supports the continuity of essential public safety services, seek and utilize mutual aid, potentially obtain reimbursement for expenses incurred to address the pandemic, and ensure the City has all available tools at its disposal to keep the community safe. Once a local emergency is proclaimed, the Director of Emergency Services is empowered to make and issue rules and regulations on matters reasonably related to the protection of life and liberty. As written, the resolution gives the Director all powers, duties, and functions prescribed by State law, the Signal Hill Municipal Code and all ordinances and resolutions of the City in order to mitigate the effects of the local emergency.

While the City is still under a duty to proceed to perform its functions in the preservation of law and order and in the furnishing of local services under Gov. Code 8643, the resolution authorizes the Director of Emergency Services to invoke force majeure as reasonably necessary to address the effects of COVID-19, which allows the City to suspend its contract obligations due to unforeseeable and unavoidable circumstances of COVID-19. The Director is also given the authority to make and enter into contracts for the provision of resources and supplies relating to COVID-19; enforce an order regarding quarantine and curfew; order potentially ill City employees to leave or work remotely and limiting non-essential contact by City employees; adopt and impose substantive limitations on residential or commercial evictions related to financial impacts caused by COVID-19; make and approve orders for the payment of money for any City obligations without the approval or ratification of City Council. The Resolution also gives State, County, and Local first responders and emergency services first priority for things such as gasoline and water.

City Council needs to ratify the proclamation of a local emergency within seven (7) days thereafter, or the proclamation shall have no further force or effect.

Attachments





**RESPONDING TOGETHER AT WORK AND IN THE COMMUNITY  
BEYOND THE BLUEPRINT FOR A SAFER ECONOMY, HIGH TRANSMISSION—  
ENCOURAGING COVID-19 VACCINATION AND BOOSTER DOSE COVERAGE  
WITH SIGNIFICANT RISK REDUCTION MEASURES**

**Issue Date: Friday, December 31, 2021**  
**Effective as of 12:01am on Friday, December 31, 2021**

**Brief Highlights** (Changes highlighted in yellow):

In light of the drastic increases in cases and resultant hospitalizations, and to lessen the severity of the Omicron and Delta variant surge in Los Angeles County and protect against overwhelming the health care delivery system, the following changes are being made to this Order:

- Isolation and Quarantine Requirements are revised to mainly align with the State Public Health Officer's revised Guidance for Local Health Jurisdictions on Isolation and Quarantine of the General Public, released on December 30, 2021. This guidance does NOT apply to healthcare personnel in any setting. See AFL-21-08.6. In the workplace, employers are subject to the Cal/OSHA COVID-19 Prevention Emergency Temporary Standards (ETS) or in some workplaces the Cal/OSHA Aerosol Transmissible Diseases (ATD) Standard (PDF), and should consult those regulations for additional applicable requirements.
- As soon as practicable, employers should provide and require employees to wear a well-fitting medical grade mask, surgical mask or higher-level respirator approved by the National Institute of Occupational Safety and Health (NIOSH), such as an N95 filtering facepiece respirator, at all times while indoors at the worksite or facility.

**Please read this Order carefully.**

**SUMMARY OF THE ORDER:** Based on the federal Centers for Disease Control and Prevention (CDC) indicators, the County of Los Angeles is currently experiencing a weekly average of 723.91 new cases of COVID-19 per 100,000 persons. According to the CDC's threshold of 100 or more new cases of COVID-19 per 100,000 persons, the County remains at a High rate of community transmission of COVID-19. This Order continues to require indoor masking by all, regardless of vaccination status, to slow the spread of COVID-19 in Los Angeles County.

This Order mainly aligns with the State Public Health Officer Orders of June 11, 2021 and December 13, 2021. It continues to place certain safety requirements on individuals consistent with federal and state rules. Further, this Order incorporates by reference the July 26, 2021, and December 22, 2021 Order of the State Public Health Officer, which requires specific transmission prevention measures to be taken by Acute Health Care and Long-Term Care settings, High-Risk Congregate settings, and Other Health Care settings. In addition, this Order continues to require that all persons, 2 years of age and older, wear face masks while in indoor public settings and businesses, with limited exceptions, as a protective measure with this High level of community transmission. On July 28, 2021, the CDC, and the California Department of Public Health each issued new guidance validating the universal indoor masking requirements



of this Order. The CDC's Interim Public Health Recommendations for Fully Vaccinated<sup>1</sup> People advises that "preliminary evidence suggests that fully vaccinated people who do become infected with the Delta variant can spread the virus to others" and therefore recommends that fully vaccinated people should wear a mask in indoor settings if they are in a [geographic] area where there is Substantial or High rates of COVID-19 community transmission. Moreover, on December 13, 2021, the State Public Health Officer required universal masking, irrespective of vaccination status, between December 15, 2021, and January 15, 2022, in public indoor settings throughout California. The State Public Health Officer explained that the universal indoor masking requirement "brings an added layer of mitigation as the Omicron variant, a Variant of Concern as labeled by the World Health Organization, is detected across California, the United States, and the world and is likely to spread more easily than the original SARS-CoV-2 virus and the Delta variant. Additionally, this new measure brings additional protection to individuals, families, and communities during the holidays when more travel occurs, and time is spent indoors."

This Order continues some requirements on businesses and government entities, such as a general requirement to report to Public Health positive cases in the workplace and in schools, a requirement for signage, and a proof of vaccination or a recent negative test for COVID-19 requirement for admission into Indoor and Outdoor Mega Events. Also, this Order includes best practice recommendations to reduce COVID-19 risk for individuals, businesses, and government entities.

COVID-19 daily cases and community transmission of COVID-19 are at a high level; on December 30, 2021 alone, Los Angeles County reported 20,198 new cases. Since Thanksgiving Day, the County's test positivity rate and hospitalizations have steadily increased. As of December 27, 2021, Los Angeles County is reporting a 7-day daily average case rate of 109 cases per 100,000 people. These statistics indicate a continued and high risk of COVID-19 infection for those who are not or cannot be vaccinated against COVID-19. Based upon federal CDC indicators and thresholds, this means that community transmission of COVID-19 within the County of Los Angeles is now High, and highly likely to increase as we are at a time when respiratory viruses, like influenza and SARS-CoV-2, spread more easily. Moreover, with the emergence and arrival of the Omicron variant, the risk of rapid community transmission has increased.

Even though more people in Los Angeles County and the region are vaccinated against the virus that causes COVID-19, there remains a risk that when outside of their residence people may come into contact with others who may have COVID-19. There are millions of people in Los Angeles County who are not yet vaccinated against COVID-19, including children under 5 years of age who are not currently eligible to be vaccinated, and people who are immunocompromised and may be particularly vulnerable to infection and disease. Most COVID-19 infections are spread by people who have no or mild symptoms of infection. The Delta and Omicron variants of the virus spread more easily. In the absence of physical distancing requirements for the public and capacity limits for indoor and outdoor settings, unvaccinated and partially vaccinated

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<sup>1</sup> People are considered "fully vaccinated" against COVID-19 two weeks or more after they have received the second dose in a 2-dose series (e.g., Pfizer-BioNTech or Moderna) or 2 weeks or more after they have received a single-dose vaccine (e.g., Johnson and Johnson [J&J]/Janssen).

persons are more likely to get infected and spread the virus, which is transmitted through the air and concentrates in indoor settings. Additionally, we continue to see increases in COVID-19 infections among fully vaccinated persons, albeit at a significantly lower rate than those among persons who are not fully vaccinated.

The current COVID-19 vaccines remain effective at helping to reduce the risk of getting and spreading the infection. They also continue to significantly reduce the risk of getting seriously ill even if a fully vaccinated person gets COVID-19, including against the current variants of the virus that causes COVID-19. Although no vaccine is 100 percent effective at preventing illness in vaccinated people, the currently authorized COVID-19 vaccines remain the best form of protection against COVID-19 infection, hospitalization, and death. Vaccinations are widely available to those 5 years and older.

The best way to reduce the current level of community transmission and to prevent future surges is for everyone who is eligible, including those who have recovered from a COVID-19 infection, to get fully vaccinated as soon as possible. People at risk for severe illness with COVID-19, such as unvaccinated older adults and unvaccinated individuals with health risks, and members of their households, are strongly urged to get vaccinated against COVID-19 as soon as they can if they have not already done so. And all persons who are fully vaccinated should also receive a booster dose of the COVID-19 vaccine as soon as they are eligible since studies show the protection from the primary COVID-19 vaccination may decrease over time. With an increased immune response, people should have improved protection against getting infected with and seriously ill from COVID-19, including the variants. Those who are not fully vaccinated are urged to adhere to both the required and recommended risk reduction measures.

We must remain vigilant against variants of the virus that causes COVID-19, especially given High levels of transmission here and in other parts of the world and the emergence of the Omicron variant for which current COVID-19 vaccines may not be as effective at preventing infection but are expected to protect against severe illness, including hospitalizations and death from infection. Currently, the Delta variant remains predominant in Los Angeles County. The Delta variant is two times as contagious than early COVID-19 variants and continues to lead to increased infections. The recent emergence and arrival of the Omicron variant may further increase that infection risk. Additionally, data suggests that the immune response to COVID-19 vaccination might be reduced in some immunocompromised people, which increases their risk of serious health consequences from COVID-19 infection. It is, therefore, prudent to require continued indoor masking for all as an effective public health measure to reduce transmission between people.

This Order is issued to help slow and decrease the level of community transmission of COVID-19 here in Los Angeles County.

This Order's primary intent is to reduce the transmission risk of COVID-19 in the County for all, especially those who are not fully vaccinated and fully vaccinated but immunocompromised persons, in the absence of other protective measures, like physical distancing requirements and capacity limits. Accordingly, this Order allows Businesses, schools, and other activities to

remain open while at the same time putting in place certain requirements designed to (1) limit transmission risk of COVID-19 and (2) reduce the risk of any COVID-19 outbreaks.

This Order will be revised in the future, if needed, to reflect the State Executive Orders, California Division of Occupational Safety and Health's (better known as Cal/OSHA) worksite requirements, State Public Health Officer Orders and guidance, and CDC recommendations. Should local COVID-19 conditions warrant, the County Health Officer may, after consultation with the Board of Supervisors, issue Orders that are more restrictive than those of the State Public Health Officer.

This Order is effective within the County of Los Angeles Public Health Jurisdiction, defined as all cities and unincorporated areas within the County of Los Angeles, except for the cities of Long Beach and Pasadena that must follow their respective City Health Officer orders and guidance. This Order is effective at 12:01am on **Friday, December 31, 2021** and will continue until further notice.

**UNDER THE AUTHORITY OF CALIFORNIA HEALTH AND  
SAFETY CODE SECTIONS 101040, 101085, AND 120175,  
THE COUNTY OF LOS ANGELES HEALTH OFFICER ORDERS:**

1. This Order supersedes the Health Officer's Prior Order.
2. This Order's intent is to continue to protect the community from COVID-19 and to also increase vaccination **and booster dose** rates to reduce transmission of COVID-19 long-term, so that the whole community is safer and the COVID-19 health emergency can come to an end.<sup>2</sup> Failure to comply with any of the Order's provisions constitutes an imminent threat and menace to public health, and a public nuisance, and is punishable by citation or fine.
  - a) This Order does not supersede any stricter limitation imposed by a local public entity within the County of Los Angeles Public Health Jurisdiction. The Order is consistent with existing authority that local health jurisdictions may implement or continue more restrictive public health measures if the jurisdiction's Local Health Officer determines that health conditions in that jurisdiction warrant such measures. Where a conflict exists between this Order and any State Public Health Officer Order related to controlling the spread of COVID-19 during this pandemic, the most restrictive provision controls, unless the County of Los Angeles is subject to a court order requiring it to act on, or enjoining it from enforcing, any part of this Order.
3. All persons living within the County of Los Angeles Public Health Jurisdiction should continue to always practice required and recommended COVID-19 infection control measures and when among other persons when in community, work, social or school settings, especially when multiple unvaccinated persons from different households may be present and in close contact with each other, especially when in indoor or crowded outdoor settings.

<sup>2</sup> People are considered "fully vaccinated" against COVID-19 two weeks or more after they have received the second dose in a 2-dose series (e.g., Pfizer-BioNTech or Moderna) or 2 weeks or more after they have received a single-dose vaccine (e.g., Johnson and Johnson [J&J]/Janssen).



All persons in the general public must comply with isolation and quarantine requirements provided in the Health Officer Public Health Emergency Isolation Order and Quarantine Order. Those requirements include the following:

a) **Isolation:** All persons who test positive for COVID-19, regardless of vaccination status, previous infection, or lack of symptoms, must self-isolate for at least 5 days. Persons may only end their self-isolation after Day 5 if a) they are asymptomatic or are fever free and their symptoms are improving and b) they take a diagnostic specimen<sup>3</sup> collected on Day 5 or later and test negative. If unable to test or they choose not to test, and symptoms are not present or are resolving, isolation can end after day 10. Wear a well-fitting mask around others, indoors and outdoors, for a total of 10 days. Adults should wear a well-fitting medical grade mask (surgical or respirator). Children should wear a well-fitting, non-cloth mask of multiple layers of non-woven material with a nose wire.

b) **Quarantine:** All unvaccinated<sup>4</sup> persons or fully vaccinated persons who are eligible for a booster<sup>5</sup> but have not yet received their booster dose, who are close contacts of a COVID-19 case, must quarantine for at least 5 days after their last contact with a person who has COVID-19. Such persons should test immediately and, if negative, should test again on Day 5 after their last exposure. Persons may only end their quarantine period after day 5 if a) they are asymptomatic and b) they take a diagnostic specimen collected on day 5 or later and test negative. If unable to test or they choose not to test, and symptoms are not present, quarantine can end after day 10. Wear a well-fitting mask while around others, indoors and outdoors, for a total of 10 days. Adults should wear a well-fitting medical grade mask (surgical or respirator). Children should wear a well-fitting, non-cloth mask of multiple layers of non-woven material with a nose wire.

If symptoms occur, individuals should immediately isolate and test as soon as possible (do not wait until 5 days after exposure to retest if symptoms develop earlier) and, if positive, self-isolate as described above.

c) Individuals who have received their COVID-19 vaccine booster or are fully vaccinated but not yet eligible for a booster do not need to quarantine following an COVID-19 exposure. Such persons should test immediately, and if negative, should test again on Day 5 after your last contact with a person who has COVID-19. Further, they must wear a well-fitting medical grade mask (surgical or respirator) while around others, indoors and outdoors, for 10 days after the exposure. If symptoms occur, individuals should immediately isolate and test as soon as possible (do not wait until 5 days after exposure to retest if symptoms develop earlier) and, if positive, continue to self-isolate as described above.

<sup>3</sup> An antigen test, nucleic acid amplification test (NAAT) or LAMP test are acceptable; however, it is recommended that persons use an antigen test for ending isolation. Exposed persons who were infected with SARS-CoV-2 within 90 days prior to their current exposure should also use an antigen test.

<sup>4</sup> Includes persons previously infected with SARS-CoV-2, including within the last 90 days.

<sup>5</sup> Same as footnote 4.

d) In establishments and settings with active outbreaks, quarantine and isolation may be extended for additional days by County Public Health outbreak investigators to help lower the risk of ongoing transmission at the site.

4. **Face Masks.** All individuals must follow the requirements included in both the requirements of this Order and the July 28, 2021 and December 13, 2021 Guidance for the Use of Face Coverings issued by the California Department of Public Health.

- a) These requirements are aligned with July 28, 2021 recommendations issued by the CDC. The CDC recommendations provide information about both indoor and higher risk settings where masks are required or recommended to prevent transmission to:
- i. Persons with a higher risk of infection (e.g., unvaccinated or immunocompromised persons),
  - ii. Persons with prolonged, cumulative exposures (e.g., workers), or
  - iii. Persons whose vaccination status is unknown.

When people wear a mask correctly, they protect others as well as themselves. Consistent and correct mask use is especially important indoors and outdoors when in close contact with (less than six feet from) others who are not fully vaccinated against COVID-19 or whose vaccination status is unknown.

- b) Masks are required to be worn by everyone, 2 years of age and older, regardless of COVID-19 vaccination status, in the following settings:
- i. On public transit (examples: airplanes, ships, ferries, trains, subways, buses, taxis, and ride-shares),
  - ii. In transportation hubs (examples: airport, bus terminal, marina, train station, seaport or other port, subway station, or any other area that provides transportation),
  - iii. Indoors in K-12 schools, childcare and other youth settings,
  - iv. Healthcare settings (including long term care facilities),
  - v. State and local correctional facilities and detention centers,
  - vi. Homeless shelters, emergency shelters, and cooling centers,
  - vii. All indoor public settings, venues, gatherings, and public and private businesses (some examples: offices, manufacturing, warehouses, retail, food and beverage services, theaters, family entertainment centers, meetings, and state and local government offices serving the public, Indoor Mega Events, among others), and
  - viii. Outdoor Mega Events.
- c) Recommendation for higher level of protection: In indoor public and private settings where there is close contact with other people who may not be fully vaccinated, individuals should consider wearing a higher level of protection, such as wearing two masks ("double masking") or a wearing a respirator (e.g., KN95 or N95). This is particularly important if an individual is not fully vaccinated and is in an indoor or crowded outdoor setting.





- d) Individuals, businesses, venue operators or hosts of public indoor settings, venues, gatherings, and businesses, and Outdoor Mega Events must:
  - i. Require all patrons, customers, and guests to wear masks when inside at all indoor settings and at Outdoor Mega Events, regardless of their vaccination status; and
  - ii. Post clearly visible and easy to read signage, with or without having an employee present, at all entry points for indoor and outdoor settings to communicate the masking requirements for patrons, customers, and guests.
- e) For clarity, patrons, customers, or guests at public indoor settings, venues, gatherings, and public and private businesses, and at Outdoor Mega Events are required to wear a face mask except while:
  - i. Actively eating or drinking, which is the limited time during which the mask can be removed briefly to eat or drink, after which it must be immediately put back on. Patrons, customers, or guests must be seated at a table or positioned at a stationary counter, ticketed seat, or place while actively eating or drinking.
  - ii. Showering or engaging in personal hygiene or a personal care service that requires the removal of the face mask;
  - iii. Alone in a separate room, office or interior space;
- f) Special considerations are made for people with communication difficulties or certain disabilities. Clear masks or cloth masks with a clear plastic panel that [fit well](#) are an alternative type of mask for people who interact with: people who are deaf or hard of hearing, children or students learning to read, people learning a new language, and people with disabilities.
- g) All businesses, venue operators or hosts must implement measures to clearly communicate to non-employees the masking requirements on their premises.
- h) No person can be prevented from wearing a mask as a condition of participation in an activity or entry into a business.
- i) The categories of persons who are exempt from mask requirements remain unchanged at this time and can be found at <http://publichealth.lacounty.gov/acd/ncorona2019/masks/#notwear>. In workplaces, certain employees may be exempt from wearing a mask when performing specific tasks which cannot feasibly be performed while wearing a mask. This exception is limited to the period of time in which such tasks are actually being performed. Workers who cannot feasibly wear a mask while performing their work must be tested for COVID-19 at least twice per week unless the employer is provided proof of the employee's full vaccination against COVID-19 or proof of recovery from laboratory-confirmed COVID-19 within the past 90 days against COVID-19. Fully vaccinated persons who cannot feasibly perform their job while wearing a mask should test at least once per week.
- j) In workplaces, most employers and businesses are subject to the Cal/OSHA COVID-19 [Emergency Temporary Standards \(ETS\)](#) and some to the [Cal/OSHA Aerosol Transmissible Diseases Standards](#), and should consult those regulations for



additional applicable requirements. The ETS allow local health jurisdictions to require more protective mandates. This County Health Officer Order, which requires masking of all individuals at indoor public settings and businesses, and Outdoor Mega Events, regardless of vaccination status, is a such a mandate in Los Angeles County, and overrides the more permissive ETS regarding employee<sup>6</sup> masking.

- i. In establishments and settings with active outbreaks, quarantine and isolation may be extended for additional days by County Public Health outbreak investigators to help lower the risk of ongoing transmission at the site.
  - ii. Healthcare personnel in any setting must comply with the State's *Guidance on Quarantine for Health Care Personnel (HCP) Exposed to SARS-CoV-2 and Return to Work for HCP with COVID-19*, as described in [AFL-21-08.6](#).
- k) All employers and businesses subject to Cal/OSHA must review and comply with the active Cal/OSHA COVID-19 Prevention Emergency Temporary Standards (ETS). As approved and effective, the full text of the COVID-19 Prevention emergency standards will be listed under [Title 8, Subchapter 7, sections 3205-3205.4](#) of the California Code of Regulations. All businesses or employers with independent contractors should also review the State Labor Commissioner's Office webpage entitled, "[Independent contractor versus employee](#)", which discusses the "employment status" of persons hired as independent contractors, to ensure correct application of the ETS.
- l) As soon as practicable, all employers and businesses must provide and require on-site employees, assigned or contracted workers or volunteers to wear a surgical mask or higher-level respirator approved by the National Institute of Occupational Safety and Health (NIOSH), such as an N95 filtering facepiece respirator, at all times while indoors at the worksite or facility.
- 5. Mandatory Reporting by Businesses and Governmental Entities.** Persons and businesses within the County of Los Angeles Public Health Jurisdiction must continue to follow the COVID-19 infection control protocols and guidance provided by the County Department of Public Health regarding isolation of persons confirmed or suspected to be infected with the virus that causes COVID-19 disease or quarantine of those exposed to and at risk of infection from COVID-19. In instances where the County has not provided a specific guidance or protocol, specific guidance or protocols established by the State Public Health Officer shall control.
- a) In the event that an owner, manager, or operator of any business knows of three (3) or more cases of COVID-19 among their employees, assigned or contracted workers or volunteers within a span of 14 days, the employer must report this outbreak to the Department of Public Health at (888) 397-3993 or (213) 240-7821, or online at [www.redcap.link/covidreport](http://www.redcap.link/covidreport).
  - b) In the event that an owner, manager, or operator of any business is informed that one or more employees, assigned or contracted workers, or volunteers of the business

<sup>6</sup> Some independent contractors are considered as employees under the State Labor Code. For more details, check the California Department of Industrial Relations' [Independent contractor versus employee](#) webpage.

has tested positive for, or has symptoms consistent with COVID-19 (case), the employer must have a protocol to require the case(s) to isolate themselves at home and require the immediate self-quarantine of all employees that had a workplace exposure to the case(s).

6. **LACDPH Best Practice Guidance.** All individuals and Businesses are strongly urged to follow the LACDPH Best Practice Guidance, containing health and safety recommendations for COVID-19.
7. **Considerations for Persons at Higher Risk for Negative Health Outcomes:** At this time, people at risk for severe illness or death from COVID-19—such as unvaccinated older adults and unvaccinated individuals with health risks—and members of their household, should defer participating in activities with other people outside their household where taking protective measures, including wearing face masks and social distancing, may not occur or will be difficult, especially indoors or in crowded spaces. For those who are not yet fully vaccinated, staying home or choosing outdoor activities as much as possible with physical distancing from other households whose vaccination status is unknown is the best way to prevent the risk of COVID-19 transmission.
8. **Encourage Activities that Can Occur Outdoors.** All Businesses and governmental entities are urged to consider moving operations or activities outdoors, where feasible and to the extent allowed by local law and permitting requirements, because there is generally less risk of COVID-19 transmission outdoors as opposed to indoors.
9. **Ventilation Guidelines.** All Businesses and governmental entities with indoor operations are urged to review the Ventilation Guidelines and implement ventilation strategies for indoor operations as feasible. See California Department of Public Health [Interim Guidance for Ventilation, Filtration and Air Quality in Indoor Environments](#) for detailed information. Nothing in this Order limits any ventilation requirements that apply to particular settings under federal, state, or local law.
10. **High-Risk Health Care and Congregate Settings.** This Order incorporates by reference the State Public Health Officer Order of July 26, 2021, which requires additional statewide facility-directed measure to protect particularly vulnerable populations. The Order is found here: [State Public Health Officer Order issued July 26, 2021](#)
11. **Sectors that Continue to Require Additional Risk Reduction Measures.** The following sectors serve persons and populations that have lower rates of vaccination, who are at higher risk of being infected, or who are not yet eligible to be vaccinated. As such, these sectors continue to require additional risk reduction measures and must operate subject to the following conditions listed below and those specified in the County sector-specific reopening protocol(s) located at <http://publichealth.lacounty.gov/media/Coronavirus/index.htm>:
  - a) **Day camps.** Day camp owners and operators must implement and post the required Los Angeles County Department of Public Health Reopening Protocol for Day Camps, attached to this Order as **Appendix K**.



- b) **Schools (K-12) and School Districts.** All public and private schools (K-12) and school districts within the County of Los Angeles may open for in-person classes. Educational facilities serving students at any grade level must prepare, implement, and post the required Los Angeles County Department of Public Health Reopening Protocols for K-12 Schools, attached to this Order as **Appendix T1**, and must follow the Protocol for COVID-19 Exposure Management Plan in K-12 Schools, attached to this Order as **Appendix T2**.
- c) **Mega Events (Outdoor and Indoor).** Mega Events are characterized by large crowds greater than 1,000 indoor or 10,000 outdoor attendees. Mega Events include conventions, conferences, expos, concerts, shows, nightclubs, sporting events, live events and entertainment, fairs, festivals, parades, theme parks, amusement parks, water parks, large private events or gatherings, marathons or endurance races, and car shows. Mega Events may have either assigned or unassigned seating, and may be either general admission or gated, ticketed and permitted events. These events are considered higher risk for COVID-19 transmission.
- i. **Indoor Mega Events:** Indoor Mega Events where 1,000 or more people are in attendance, remain open to the public. In addition to the public health recommendations, Indoor Mega Event operators must verify the full vaccination status<sup>7</sup> or pre-entry negative COVID-19 viral test<sup>8</sup> result of all attendees ages 2 and older. For those attendees who cannot provide proof of full vaccination, pre-entry COVID-19 testing must be conducted within one day for antigen tests and within two days for PCR tests. Attendees must wear a face covering while indoors at an Indoor Mega Event. Operators are required to cross-check proof of full vaccination or negative COVID-19 viral test result against a photo identification for all attendees who are 18 years of age or older. Indoor Mega Event operators must prominently place information on all communications, including reservation and ticketing systems, to ensure guests are aware of the proof of pre-entry negative testing or full vaccination status, including masking requirements, and acceptable modes of verification. Self-attestation may not be used as a method to verify an attendee's status as fully vaccinated or as proof of a negative COVID-19 test result.
- ii. **Outdoor Mega Events:** Outdoor Mega Events that attract crowds of over 10,000 persons, remain open to the public. Outdoor Mega Event operators of events or venues that are ticketed or held in a defined space with controlled points of entry must verify the full vaccination status (see footnote 7) or pre-entry negative COVID-19 viral test (see footnote 8) result of all attendees, ages 5 and older, prior to entry to the event. For those attendees who cannot provide

<sup>7</sup> The following are acceptable as proof of full vaccination status: 1) A photo identification of the attendee and 2) their vaccination card (which includes name of person vaccinated, type of COVID-19 vaccine provided, and date last dose administered) OR a photo of a vaccination card as a separate document OR a photo of the attendee's vaccine card stored on a phone or electronic device OR documentation of the person's full vaccination against COVID-19 from a healthcare provider.

<sup>8</sup> Pre-entry negative COVID-19 viral testing is testing that must be conducted before entry into the event or venue (both PCR and antigen are acceptable). Results of the test must be available and provided to the operator prior to entry into the event or venue. The following is required as acceptable proof of a negative COVID-19 viral test result: 1) A photo identification of the attendee (for attendees 18 years of age and older) and 2) a printed document from the test provider or laboratory OR an email or text message displayed on a phone from the test provider or laboratory. The test result information needs to include the person's name, date of test, type of test performed, and negative test result. To be considered a valid pre-entry negative COVID-19 viral test result that permits entry into the event or venue, an antigen test must be conducted within one day and PCR test must be conducted within two days prior to event entry.

proof of full vaccination, pre-entry COVID-19 testing must be conducted within one day for antigen tests and within two days for PCR tests. All attendees must wear face masks at all times, except when actively eating or drinking. Outdoor Mega Event operators must prominently place information on all communications, including reservation and ticketing systems, to ensure guests are aware of both the County Health Officer's Order that all persons must wear a face mask while in attendance and the County Health Officer requirement that all attendees, ages 5 and older, either be fully vaccinated against COVID-19 or obtain a negative COVID-19 viral test prior to attending the event. Operators are required to cross-check proof of full vaccination or negative COVID-19 viral test result against a photo identification for all attendees who are 18 years of age or older. Operators are to make face masks available for all attendees.

iii. **Additional Recommendations for Both Outdoor and Indoor Mega Events:** Mega Event operators are encouraged to follow these additional recommendations:

1. Assign staff to remind all guests to wear face masks while on the premises or location.
2. Encourage everyone to get vaccinated and receive a COVID-19 booster when eligible.
3. Facilitate increased ventilation of indoor spaces (i.e., open all windows and doors to increase natural air flow), following California Department of Public Health [Interim Guidance for Ventilation, Filtration and Air Quality in Indoor Environments](#).
4. Encourage everyone to sign up for [CA Notify](#) as an added layer of protection for themselves and the community to receive alerts when they have been in close contact with someone who tests positive for COVID-19.
5. Convey the risk of attending large, crowded events where the vaccine status of other attendees may be unknown to the individuals.
6. Convey the risk of attending large, crowded events for populations that may not currently be eligible for vaccination or may be immunocompromised and whose vaccine protection may be incomplete.
7. Encourage all venues along any parade or event route to provide outdoor spaces for eating/drinking/congregating to reduce the risk of transmission in indoor settings.

- d) **Overnight Organized / Children's Camps.** An organized camp is a site with program and facilities established for the primary purpose of providing an overnight outdoor group living experience for recreational or other purposes for five days or more during one or more seasons of the year. A Notice of Intent to Operate must be submitted by the Camp operator to the Environmental Health Division [Communityhealth@ph.lacounty.gov](mailto:Communityhealth@ph.lacounty.gov) prior to operation. The owner or operator of an Overnight Organized/ Children's Camp must

prepare, implement, and post the required Los Angeles County Public Health Protocols for Overnight Organized / Children's Camps, attached to this Order as **Appendix K-1**.

- e) **Organized Youth Sports Activities.** Organized youth sports include all school (TK-12 Grades) and community-sponsored programs and recreational or athletic activities and privately organized clubs and leagues. Organized Youth Sport Protocols do not apply to collegiate or professional sports. This Protocol provides direction on outdoor and indoor youth sports activities to support an environment that presents less risk for participants of these sports. The organizers and operators of Organized Youth Sport Activities must review, implement, and post the required Los Angeles County Public Health Protocol for Organized Youth Sports, effective September 1, 2021, attached to this Order as **Appendix S**.
- f) **Bars, Breweries, Wineries and Distilleries.** Effective October 7, 2021, bars that have a low-risk food facility public health permit and breweries, wineries, and distilleries with a #1, #2, #4, #23 and/or #74 state alcohol license that do not possess or that are not required to have a public health permit to operate must require patrons, who are 12 years of age or older, to provide proof of their COVID-19 vaccination status for entry. Between October 7 and November 3, 2021, all patrons must provide proof they have received at least one dose of COVID-19 vaccination for entry into the facility to obtain indoor service at a bar, brewery, winery, or distillery. Beginning November 4, 2021, all bars, breweries, wineries, and distilleries must require patrons, who are 12 years of age or older, to provide proof of full vaccination against COVID-19 for entry into the facility to obtain indoor service. Patrons who do not provide proof of vaccination against COVID-19, as specified, may be served in and use the outdoor portions of the facility, where the risk of exposure to the virus that causes COVID-19 is less likely when compared to being indoors. See paragraph 11.i for further clarification. Bars, breweries, wineries, and distilleries must comply with the [Guidance for Verifying Proof of COVID-19 Vaccination](#) and [Guidance for Verifying Proof of a Negative COVID-19 Test](#) attached to this Order. In addition, by November 4, 2021, all on-site employees must provide their employer with proof of full vaccination against COVID-19.<sup>9</sup>
- g) **Nightclubs and Lounges.** Effective October 7, 2021, nightclubs and lounges<sup>10</sup> that are open only to persons 18 years of age or older, must require patrons and on-site

<sup>9</sup> On-site employees of the bars, breweries, wineries, distilleries, nightclubs and lounges may be exempt from the vaccination requirements only upon providing their employer, a declination form, signed by the individual stating either of the following: (1) the worker is declining vaccination based on sincerely held religious beliefs, or (2) the individual is excused from receiving any COVID-19 vaccine due to Qualifying Medical Reasons.

- a. To be eligible for a Qualified Medical Reasons exemption the individual must also provide to their employer a written statement signed by a physician, nurse practitioner, or other licensed medical professional practicing under the license of a physician stating that the individual qualifies for the exemption (but the statement should not describe the underlying medical condition or disability) and indicating the probable duration of the worker's inability to receive the vaccine (or if the duration is unknown or permanent, so indicate). See the most updated version of the [CDC's Interim Clinical Considerations for Use of COVID-19 Vaccines guidance](#).
- b. If an operator of a bar, brewery, winery, distillery, nightclub or lounge deems its on-site employee to have met the requirements of an exemption, the unvaccinated exempt employee must meet the following requirements when entering or working in such facility:
- a. Test for COVID-19 at least once per week with either polymerase chain reaction (PCR) or antigen test that either has Emergency Use Authorization (EUA) by the U.S. Food and Drug Administration or be operating per the Laboratory Developed Test requirements by the U.S. Centers for Medicare and Medicaid Services.
- b. Wear a surgical mask or higher-level respirator approved by the National Institute of Occupational Safety and Health (NIOSH), such as an N95 filtering facepiece respirator, at all times while in the bar, brewery, winery, distillery, nightclub or lounge.

<sup>10</sup> Nightclub means a commercial establishment dispensing beverages for consumption on the premises and in which dancing is permitted or entertainment is provided, and/or has as its primary source of revenue (a) the sale of alcohol for consumption on the premises, (b) cover charges,



personnel to provide proof of their COVID-19 vaccination status for entry. Between October 7 and November 3, 2021, patrons must provide proof they have received at least one dose of COVID-19 vaccination for entry into the facility to obtain indoor service at a nightclub or lounge. Beginning November 4, 2021, all nightclubs and lounges must require patrons to provide proof of full vaccination for entry into the facility to obtain indoor service. Patrons who do not provide proof of full vaccination against COVID-19 may be served in outdoor portions of the facility, where the risk of exposure to COVID-19 is less likely when compared to indoors. Nightclubs and lounges must comply with the [Guidance for Verifying Proof of COVID-19 Vaccination](#) and [Guidance for Verifying Proof of a Negative COVID-19 Test](#) attached to this Order. In addition, by November 4, 2021, all on-site employees must provide their employer with proof of full vaccination against COVID-19 (see footnote 5).

- h) **Restaurants.** These indoor venues serve food or drink indoors and are required to maintain a valid public health permit to operate. Due to the increased risk of transmission at places where persons are indoors and unmasked, the County Health Officer strongly recommends that the operators of these venues reserve and prioritize indoor seating and service for patrons who are fully vaccinated against COVID-19. They should verify the full vaccination status of all patrons, 12 years of age or older, who will be seated indoors for food or beverage service. Patrons who cannot provide proof of full vaccination against COVID-19 should be served in outdoor portions of the facility, where the risk of exposure to the virus that causes COVID-19 is less likely when compared to being indoors. See paragraphs 11.i.a through 11.i.c for further clarification.
- i) For clarity, individuals who do not provide proof of partial or full vaccination at bars, breweries, wineries, distilleries, nightclubs and lounges, may use the outdoor portions of the facility, but may not remain inside the facility except as solely provided in the subsections below:
  - a. The individual, who is wearing a well-fitted mask, may enter the indoor portion of the facility as part of their employment to make a delivery or pick-up, provide a service or repair to the facility, or for an emergency or regulatory purpose.
  - b. The individual, who is wearing a well-fitted mask, may enter the indoor portion of the facility to get to the outdoor portion of the facility or to use the restroom.
  - c. The individual, who is wearing a well-fitted mask, may enter the indoor portion of the facility to order, pick-up, or pay for food or drink “to go.”

## **REASONS FOR THE ORDER**

**12.** This Order is based upon the following determinations: continued evidence of sustained and High community transmission of COVID-19 within the County; documented asymptomatic transmission; scientific evidence and best practices regarding the most effective approaches to slow the transmission of communicable diseases generally and COVID-19 specifically; evidence that millions of people in the County population continue to be at risk for infection with serious health complications, including hospitalizations and death from COVID-19, due to

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or (c) both. A lounge is defined as a business that operates primarily for the preparation, sale, and service of beer, wine, or spirits. Minors are not allowed in a lounge.

age, pre-existing health conditions, being unvaccinated or not eligible for vaccination, and the increasing presence of more infectious variants of the virus that causes COVID-19 and which have been shown to cause more severe disease being present in the County; preliminary evidence that suggests that fully vaccinated people who do become infected can spread the virus to others; and further evidence that other County residents, including younger and otherwise healthy people, are also at risk for serious negative health outcomes and for transmitting the virus to others, and emergence of the new Omicron variant. The Order's intent is to continue to reduce the risk of COVID-19 infection for all, especially those who are not or cannot be fully vaccinated against COVID-19 in the County.

13. Existing community transmission of COVID-19 in Los Angeles County remains High and continues to present a high risk of infection and harm to the health of those who are not or cannot be vaccinated against COVID-19. COVID-19 vaccinations are widely available to those 5 years and older. New variants of the virus that may spread more easily or cause more severe illness are increasingly present in our county and remain a risk for both those who are fully vaccinated as well as those who not vaccinated against COVID-19. As of, **December 30, 2021**, there have been at least **1,669,545** cases of COVID-19 and **27,388** deaths reported in Los Angeles County. Increased interactions during the Thanksgiving Holiday among members of the public have resulted in an increased number of daily new cases. As of **December 27, 2021**, the 7-day average daily case rate is now at **109** cases per 100,000 people, indicating High community transmission, in the absence of capacity limits and physical distancing requirements across sectors in both indoor and outdoor settings. Making the risk of community transmission worse, some individuals who contract the COVID-19 virus have no symptoms or have only mild symptoms, and so are unaware that they carry the virus and are transmitting it to others. Because even people without symptoms can transmit the virus, and because new evidence shows the infection is now more easily spread, universal indoor masking is a risk reduction measure that is proven to reduce the risk of transmitting the virus.
14. Epidemiologic evidence demonstrates that the rate of community transmission, hospitalizations and testing positivity rates have all significantly increased since November 26, 2021. Although **nearly 16 million** vaccine doses have been administered and **nearly 6.9 million** residents ages **5** and older are fully vaccinated against COVID-19 in Los Angeles County, COVID-19 infection remains a significant health hazard to all residents.

In line with the State Public Health Officer, the Health Officer will continue to monitor scientific evidence and epidemiological data within the County.

15. The Health Officer will continue monitoring epidemiological data to assess the impact of lifting restrictions and fully re-opening sectors. Those Indicators include, but are not limited to:
- a) The number of new cases, hospitalizations, and deaths among residents in areas in the lowest Healthy Places Index (HPI) quartile and by race/ethnicity.
  - b) The COVID-19 case rate.
  - c) The percentage of COVID-19 tests reported that are positive.
  - d) The availability of COVID-19 vaccines and the percentage of eligible County residents vaccinated against COVID-19.

- e) The number of fully vaccinated people who get sick, are hospitalized, or die from COVID-19.
- f) The presence of Variants of Concern, such as, Delta and Omicron, and their impact on indicators (a) – (e).

### **ADDITIONAL TERMS**

16. The County shall promptly provide copies of this Order by: (a) posting it on the Los Angeles Department of Public Health's website ([www.publichealth.lacounty.gov](http://www.publichealth.lacounty.gov)), (b) providing it to any member of the public requesting a copy, and (c) issuing a press release to publicize the Order throughout the County.
- a) The owner, manager, or operator of any facility that is likely to be impacted by this Order is strongly encouraged to post a copy of this Order onsite and download, review and implement all applicable Best Practice Guidance.
  - b) Because guidance may change, the owner, manager, or operator of any facility that is subject to this Order is encouraged to consult the Los Angeles County Department of Public Health's website ([www.publichealth.lacounty.gov](http://www.publichealth.lacounty.gov)) daily to identify any modifications to this Order and the Best Practice Guidance and continue to implement these important and necessary infection control protocols.
17. If any subsection, sentence, clause, phrase, or word of this Order or any application of it to any person, structure, gathering, or circumstance is held to be invalid or unconstitutional by a decision of a court of competent jurisdiction, then such decision will not affect the validity of the remaining portions or applications of this Order.
18. This Order incorporates by reference, the March 4, 2020 Proclamation of a State of Emergency issued by Governor Gavin Newsom and the March 4, 2020 declarations of a local and public health emergency issued by the Los Angeles County Board of Supervisors and Los Angeles County Health Officer, respectively, and as they may be supplemented.
19. This Order may be revised in the future as the State Public Health Officer amends its guidance to reflect evolving public health conditions and recommendations issued by the federal CDC and other public health authorities. Should local COVID-19 conditions warrant, the Health Officer may, after consultation with the Board of Supervisors, issue orders that are more restrictive than the guidance and orders issued by the State Public Health Officer.
20. This Order is consistent with the provisions in the Governor's Executive Order N-60-20 and the State Public Health Officer's May 7, 2020 Order, that local health jurisdictions may implement or continue more restrictive public health measures in the jurisdiction if the local health officer believes conditions in that jurisdiction warrant them. Where a conflict exists between this Order and any state public health order related to controlling the spread of COVID-19 during this pandemic, the most restrictive provision controls. Consistent with California Health and Safety Code section 131080, except where the State Health Officer may issue an order expressly directed at this Order or a provision of this Order and based upon a finding that a provision of this Order constitutes a menace to the public health, any more

**COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC HEALTH  
ORDER OF THE HEALTH OFFICER**



restrictive measures in this Order may continue to apply and control in the County of Los Angeles Public Health Jurisdiction.

21. Pursuant to Sections 26602 and 41601 of the California Government Code and Section 101029 of the California Health and Safety Code, the Health Officer requests that the Sheriff and all chiefs of police in all cities located in the Los Angeles County Public Health Jurisdiction ensure compliance with and enforcement of this Order. The violation of any provision of this Order constitutes an imminent threat and menace to public health, constitutes a public nuisance, and is punishable by fine, imprisonment or both.
22. This Order is issued pursuant to Health and Safety Code sections 101040, 120175, and 120295.
23. This Order shall become effective at 12:01am on **Friday, December 31, 2021** and will continue to be until it is revised, rescinded, superseded, or amended in writing by the Health Officer.

**IT IS SO ORDERED:**

**12/31/2021**

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**Muntu Davis, M.D., M.P.H.**

Health Officer,  
County of Los Angeles

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**Issue Date**





## Appendices At-A-Glance

**Businesses and customers should continue reviewing best practice documents and sector-specific protocol for designated areas on a regular basis to ensure they are complying with the latest health protection and prevention measures.**

All DPH protocol and best practice documents are available at:

<http://publichealth.lacounty.gov/media/Coronavirus/index.htm>

- Appendix K:** Reopening Protocol for Day Camps [Revised 6/23/2021]
- Appendix K-1:** Reopening Protocol for Overnight Organized/ Children's Camps [Revised 6/14/2021]
- Appendix S:** Protocol for Organized Youth Sports [Revised 12/8/2021]
- Appendix T1:** Reopening Protocols for K-12 Schools [Revised 12/9/2021]
- Appendix T2:** Protocol for COVID-19 Exposure Management Plan in K-12 Schools [Revised 10/22/2021]





# COVID-19: Reducing Risk Keeping Safe & Preventing Spread

The COVID-19 virus continues to spread, especially to those who are not fully vaccinated<sup>1</sup>. The very contagious Delta variant is widespread in LA County. In addition, there is the new threat of the [Omicron variant](#) that has been identified recently. This guidance will be updated as more is learned about Omicron.

The following information is to help people understand who is most at risk of getting infected and sick, which situations are riskier, and what steps they can take to stay safe and slow the spread of COVID-19.

**To learn about the rules that must be followed in public settings**, including when you need to wear a mask or show proof of vaccination or a negative test, visit the [COVID-19 Prevention in Public Settings](#) webpage.

## WHO IS MOST AT RISK?

People who are not fully vaccinated are at the highest risk of getting infected with COVID-19. Unvaccinated adults who are older or who have [certain medical conditions](#) are at highest risk of severe COVID-19 disease.

Fully vaccinated persons are at the lowest risk of getting infected with COVID-19. They are well protected from getting very sick and dying from COVID-19. A small percent of people who are fully vaccinated will get "breakthrough infections". These are expected even with highly effective vaccines. Importantly, people with breakthrough infections usually get mild symptoms, if any. But they can still spread the virus to other people.

For extra protection, COVID-19 vaccine [booster doses](#) are strongly recommended for everyone age 18 and older. This is because there are signs that the vaccines may become less effective over time, especially in people aged 65 and older.

People with severely weakened immune systems<sup>2</sup> who are fully vaccinated might not respond as well to the vaccine so may still be at increased risk of COVID-19, even after receiving additional doses of vaccine.

## WHICH SITUATIONS ARE RISKIER?

Understanding how the COVID-19 virus is spread is important. It will help you to assess your risk and take steps to protect yourself in different situations.

<sup>1</sup> You are considered fully vaccinated against COVID-19 two (2) weeks after: the second dose of a Pfizer or Moderna COVID-19 vaccine series, a single dose of Johnson & Johnson COVID-19 vaccine or you finished the series of a COVID-19 vaccine that has been listed for emergency use by the World Health Organization. See [fully vaccinated](#) web page for more information.

<sup>2</sup> People who have health conditions or who take medications that weaken their immune system may not receive full protection from the vaccine. This includes people who have: been receiving active cancer treatment for tumors or cancers of the blood, received an organ transplant and are taking medicine to suppress the immune system, received a stem cell transplant within the last 2 years or are taking medicine to suppress the immune system, moderate or severe primary immunodeficiency (such as DiGeorge syndrome, Wiskott-Aldrich syndrome), advanced or untreated HIV infection, or active treatment with high-dose corticosteroids or other drugs that may suppress the immune response. Talk to your doctor if you have one of these or a similar condition. For more information, including when additional doses of vaccines are recommended, visit the CDC webpage [COVID-19 Vaccines for Moderately to Severely Immunocompromised People](#).

The virus spreads from person to person mainly through respiratory droplets that are released into the air by a person who has COVID-19. For example, when they speak, sing, cough, shout, sneeze, or breathe heavily. These droplets are then breathed in by other people or land on their eyes, nose, or mouth. A person's risk of getting infected goes up the closer they are to someone with COVID-19. Enclosed places with poor air flow can also increase the risk of getting infected. This is because the droplets that have the virus can concentrate and spread in the air past 6 feet. They can even stay floating in the air after an infected person has left the room.



This is why masks are important. They lower the number of respiratory droplets people release into the air AND also the number that they breathe in.

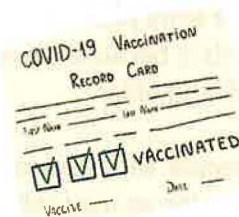
It is also possible, but less common, for the virus to spread by touching a surface with droplets on it and then touching your eyes, nose, or mouth.

**There are certain places where COVID-19 spreads more easily**

- **Closed spaces** with poor air flow.
- **Crowded places** with many people nearby
- **Close contact settings** especially where people are talking (or breathing heavily) close together

## HOW TO REDUCE THE RISK OF COVID-19

- **Get vaccinated and get a booster when you are eligible.** It is the best way to protect against COVID-19 (see [Vaccination](#) below).
- **Wear a mask that fits and filters well.** Your mask is one of the most powerful tools you have to protect yourself and other unvaccinated people (see [Masks](#) below).
- **Avoid crowded places.** Being in crowds, especially indoors, puts you at a higher risk. If you need to be indoors, try to go during non-peak hours and consider wearing a more protective mask. Limit how long you are there.
- **Improve air flow.** Go outside. Avoid indoor spaces with poor air flow as much as possible. Open windows and doors, use fans and portable air cleaners, run heating and air, and upgrade filters. (See CDC [Improving Ventilation in Your Home](#).)
- **Choose outdoor spaces** for social and fitness activities.
- **Get a COVID-19 viral test** before gathering indoors with others who are not in your household. This is most important if you will be with people who are at high risk of severe illness, especially if you are not fully vaccinated or have been in crowded indoor places in the past two weeks. Visit [ph.lacounty.gov/covidtests](https://ph.lacounty.gov/covidtests) to learn more about when to get a test.
- **Keep your distance.** Use two arms lengths as your guide (about 6 feet) for social distancing with people outside your household when you are not sure that they are fully vaccinated.





- **Socialize with the same set of friends and relatives** rather than mixing with many different people who are not vaccinated.
- **Be flexible.** Be willing to change your plans or leave if you find yourself in a place where COVID-19 can spread more easily. For example, indoors in a loud crowded restaurant with a lot of people who are not wearing masks.
- **Wash your hands and/or use hand sanitizer often** - especially after being in public spaces where surfaces are touched by many people. Avoid eating and touching your face with unwashed hands.
- **Stay home when sick.** If you have symptoms<sup>3</sup> of COVID-19, talk to a doctor, and get a test. You should stay home and away from others until you get the result of your COVID-19 test or until your provider tells you that you don't have COVID-19. To learn about symptoms and what to do if you are sick see [ph.lacounty.gov/covidcare](https://ph.lacounty.gov/covidcare).
- **Delay travel until you and the people you are traveling with are fully vaccinated.** If you are due for your booster dose, get it at least a week before you travel for extra protection. Be sure to review and follow the CDC [domestic](#) and [international](#) travel guidance. See [LAC DPH Travel Advisory and Guidance](#) for more information.



## VACCINATION



Vaccination is the best way to protect yourself and your loved ones from COVID-19. It will slow the spread of COVID-19 including variants of the virus.

- If you are already vaccinated, encourage your family, friends, coworkers, and neighbors to get vaccinated. This includes recommended additional doses or booster doses. See [COVID-19 Vaccine Eligibility: Primary, Additional & Booster Doses](#).
- If you are not yet fully vaccinated, consider getting vaccinated now. Vaccines are safe, effective, and free to everyone regardless of immigration status. Talk with your doctor about any concerns.

Vaccines are widely available across LA without an appointment. Visit [www.VaccinateLACounty.com](https://www.VaccinateLACounty.com) to find a location near you. Call 1-833-540-0473 if you need help making an appointment, need transportation to a vaccination site, or are homebound. Phone lines are open from 8am to 8:30pm 7 days a week. Information is also available in many languages 24/7 by calling 2-1-1.

## MASKS

Your mask should fit snugly over your nose and mouth and be made of at least two layers so that they filter well. If you are in a setting where you are in sustained close contact with other people who may not be fully vaccinated, consider "[double masking](#)" (wearing a cloth face mask over surgical mask) or an N95 respirator. These offer a higher level of protection. This is especially important if you are not fully vaccinated and are indoors or in a crowded outdoor place.



<sup>3</sup> Symptoms may appear 2-14 days after being exposed to the virus and may include: fever or chills, cough, shortness of breath/difficulty breathing, new loss of taste or smell, fatigue, runny or stuffy nose, muscle or body aches, headache, sore throat, nausea or vomiting, and diarrhea. *This list does not include all possible symptoms of COVID-19. Some people with COVID-19 never get symptoms.* Visit [ph.lacounty.gov/covidcare](https://ph.lacounty.gov/covidcare) to learn more about what to do if you are sick.

**Masks are now required in all indoor public settings, venues, gatherings, public and private businesses, and at outdoor Mega Events (events with over 10,000 attendees like concerts, sports games, and parades) in Los Angeles County.** Some exceptions apply - see the revised [Health Officer Order](#) and information below.

<b>EVERYONE*, regardless of vaccination status, <u>must</u> wear a mask:</b>
<ul style="list-style-type: none"> <li>• <b>In all indoor public settings, venues, gatherings, and public and private businesses in Los Angeles County</b></li> <li>• On planes, trains, buses, ferries, taxis and ride-shares, and all other forms of public transport</li> <li>• In transportation hubs like airports, bus terminals, train stations, marinas, seaports or other ports, subway stations, or any other area that provides transportation</li> <li>• In healthcare settings (including long-term care facilities)</li> <li>• In state and local correctional facilities and detention centers.</li> <li>• Shelters and cooling centers</li> <li>• Indoors at any youth-serving facility (such as K-12 schools, childcare, day camps, etc.)</li> <li>• At outdoor Mega Events (events with over 10,000 attendees like concerts, sports games and parades)</li> <li>• In any other outdoor location where it is the policy of the business or venue</li> </ul>
<b>Recommendations</b>
<ul style="list-style-type: none"> <li>• It is <i>strongly recommended</i> that you wear a mask at private indoor social gatherings with people outside your household unless everyone at the gathering is fully vaccinated and has recently tested negative.</li> <li>• It is <i>strongly recommended</i> that you wear a mask at crowded outdoor events (that are smaller than Mega Events). Wear a mask while in line to enter, exit, use the bathroom, or buy food or drinks.</li> <li>• It is strongly recommended that children wear a mask on playgrounds and in other outdoor spaces where they gather if distancing is not possible or practical.</li> <li>• If you are not fully vaccinated, <i>it is strongly recommended</i> that you wear a mask in crowded outdoor settings.</li> <li>• If you are in a setting where you are in sustained close contact with other people who may not be fully vaccinated, consider wearing a higher level of protection, such as wearing two masks (double masking) or an N95 respirator. This is especially important if you are not fully vaccinated and are in an indoor or crowded outdoor setting.</li> </ul>

Note: You are allowed to take off your mask while you:

- Actively eating or drinking as long as you are sitting or standing in a specific place such as a table, counter, or ticketed seat. This means that you can briefly remove your mask when you are actually eating or drinking, but you must put it back on immediately afterwards. You must also wear a mask when you are waiting to be served, between courses or drinks, and while seated after finishing your food or drink.
- Alone in a separate room or space.
- Showering or swimming.
- Receiving personal hygiene or personal care services (like a facial or shave) that cannot be done without removing your mask.

**\*There are some people who should not wear a mask**, such as children younger than 2, people with certain medical conditions or disabilities, and people instructed by their medical provider not to wear a mask. Children ages 2 to 8 should wear a mask only when under adult supervision. See [Who should not wear a mask](#) and [Special considerations for persons with communication difficulties or certain disabilities](#).

**\*In the workplace**, workers must follow the most protective mask requirements as stated by Cal/OSHA and the County Health Officer Order. Certain employees may be exempt from wearing a mask in specific situations provided alternative safety measures are in place. See the [Health Officer Order](#) and [Best Practices for Businesses](#) webpage for details of workplace requirements.

Learn more about masks at <http://ph.lacounty.gov/masks>.



CITY OF SIGNAL HILL  
STAFF REPORT

2175 Cherry Avenue • Signal  
Hill, California 90755-3799

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1/11/2022

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**AGENDA ITEM**

**TO:**

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

**FROM:**

**SHARON DEL ROSARIO  
ADMINISTRATIVE SERVICES OFFICER/FINANCE DIRECTOR**

**SUBJECT:**

**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.

**Fiscal Impact:**

No fiscal impact.

**Strategic Plan Objectives:**

No. 1: Ensure long-term fiscal stability.  
No. 6: Promote a transparent and open government.

**Background:**

The Schedule of Investments dated November 30, 2021, shows the distribution of the City and its former Redevelopment Agency's surplus funds, which have been invested, and the annualized interest for each investment listed. Also provided is the monthly transaction report to provide the detailed changes within the investment account.

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1/11/2022

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Analysis:

In accordance with California Government Code Section 53646, all listed investments are in compliance with the City's adopted investment policy and funds are available to meet anticipated expenditure requirements for the next six months.

Approved:

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Hannah Shin-Heydorn

**Schedule of Investments**  
**(Includes City of Signal Hill and Signal Hill Redevelopment Agency)**  
**November 30, 2021**

Investment	CUSIP #	PURCHASE	MATURITY	COUPON	YIELD@	V A L U E			Projected Interest
		Date	Date**			COST #	PAR	MARKET*	
Local Agency Investment Fund:									
City of Signal Hill			Demand	N/A	mixed	41,839,199.12	41,839,199.12	41,839,199.12	70,530.97
Successor Agency		Various	Demand	N/A	mixed	477,975.91	477,975.91	477,975.91	961.64
					Subtotal	42,317,175.03	42,317,175.03	42,317,175.03	71,492.60
Government Securities:									
FREDDIE MAC (FHLMC)	3134GWWM4	10/13/2020	3/28/2025	0.450%	0.381%	500,000.00	500,000.00	491,449.36	2,250.00
FREDDIE MAC (FHLMC)	3134GWXE1	10/13/2020	6/30/2025	0.500%	0.396%	500,000.00	500,000.00	490,749.96	2,500.00
FEDERAL FARM CREDIT BANK	3133EMBJ0	9/29/2020	9/29/2025	0.530%	0.530%	1,000,000.00	1,000,000.00	975,837.21	5,300.00
FREDDIE MAC (FHLMC)	3130AKZ25	2/26/2021	2/26/2026	0.650%	0.750%	500,000.00	500,000.00	488,223.88	3,250.00
FEDERAL HOME LOAN BANK	3130APJX4	10/29/2021	4/29/2026	1.100%	1.100%	500,000.00	500,000.00	497,099.68	5,500.00
FEDERAL HOME LOAN BANK	3130AJLH0	10/18/2021	5/19/2026	0.920%	0.985%	500,000.00	500,000.00	493,617.34	4,600.00
FEDERAL HOME LOAN BANK	3130ANSV3	9/16/2021	6/16/2026	0.800%	0.730%	500,000.00	500,000.00	492,522.71	4,000.00
FEDERAL FARM CREDIT BANK	3133EM3T7	9/1/2021	9/1/2026	0.870%	0.810%	500,000.00	500,000.00	494,935.91	4,350.00
FEDERAL HOME LOAN BANK	3130AP4N2	10/18/2021	9/30/2026	0.950%	1.054%	500,000.00	500,000.00	492,020.77	4,750.00
FEDERAL HOME LOAN BANK	3130APCD5	10/21/2021	10/21/2026	1.000%	1.000%	500,000.00	500,000.00	496,169.48	5,000.00
FEDERAL HOME LOAN BANK	3130APHT5	10/26/2021	10/26/2026	1.200%	1.210%	500,000.00	500,000.00	497,990.45	6,000.00
					Subtotal	6,000,000.00	6,000,000.00	5,910,616.75	47,500.00
Money Market Funds									
WF Gov I 1751	94975P405	Various	Demand	N/A	mixed	1,641,780.04	1,641,780.04	1,641,780.04	219.82
					Subtotal	1,641,780.04	1,641,780.04	1,641,780.04	219.82
Certificate of Deposit- Negotiable									
FIRST PREMIER BANK	33610RSK0	10/12/2018	4/29/2022	3.100%	3.100%	250,000.00	250,000.00	253,055.78	7,750.00
CITIBANK	17312QR50	8/14/2018	8/15/2022	3.150%	3.150%	250,000.00	250,000.00	255,225.46	7,875.00
ENERBANK USA	29278TDR8	10/19/2018	10/19/2022	3.250%	3.250%	250,000.00	250,000.00	256,599.97	8,125.00
CAPITAL BANK LITTLE ROCK	139797HC1	8/15/2018	10/28/2022	3.150%	3.150%	250,000.00	250,000.00	256,542.10	7,875.00
DISCOVER BANK	254673SW7	8/16/2018	8/15/2023	3.300%	3.300%	250,000.00	250,000.00	262,122.32	8,250.00
WELLS FARGO BANK NA	949763TA4	8/12/2019	8/16/2023	3.300%	3.300%	250,000.00	250,000.00	262,112.76	8,250.00
LUANA SAVINGS BANK	549104QG5	6/5/2020	6/5/2024	0.450%	0.450%	250,000.00	250,000.00	248,348.12	1,125.00
TEXAS EXCHANGE BANK	88241THM5	6/8/2020	6/7/2024	0.700%	0.700%	250,000.00	250,000.00	249,889.81	1,750.00
COMMERCE BANK GENEVA	20056QTD5	6/10/2020	6/10/2024	0.450%	0.450%	250,000.00	250,000.00	248,304.35	1,125.00
BMO HARRIS BANK NA	05600XAN0	7/29/2020	7/29/2024	0.550%	0.550%	247,000.00	247,000.00	245,557.16	1,358.50
SECURITY BANK AND TRUST	814010CB8	10/30/2020	2/28/2025	0.250%	0.250%	250,000.00	250,000.00	244,462.75	625.00
FLAGSTAR BANK FSB	33847E3D7	4/29/2020	4/29/2025	1.150%	1.150%	250,000.00	250,000.00	251,492.03	2,875.00
SYNCHRONY BANK	87165HB41	5/1/2020	5/1/2025	1.050%	1.100%	250,000.00	250,000.00	250,646.98	2,625.00
STATE BANK INDIA	856283P26	7/10/2020	7/10/2025	0.950%	0.950%	247,000.00	247,000.00	246,505.94	2,346.50
SALLIE MAE BANK	7954506W0	7/29/2020	7/29/2025	0.650%	0.650%	247,000.00	247,000.00	243,757.82	1,605.50
MEDALLION BANK UTAH	58404DHQ7	7/30/2020	7/30/2025	0.550%	0.550%	247,000.00	247,000.00	242,858.72	1,358.50
TOYOTA FINANCIAL SGS BK	89235MKF7	8/21/2020	8/21/2025	0.650%	0.650%	247,000.00	247,000.00	243,605.58	1,605.50
BMW BANK NORTH AMERICA	05580AXF6	9/25/2020	9/25/2025	0.500%	0.500%	250,000.00	250,000.00	244,926.30	1,250.00
FIRST CHOICE BANK	319461DB2	9/30/2020	9/30/2025	0.400%	0.400%	250,000.00	250,000.00	243,933.61	1,000.00
PACIFIC WESTERN BANK	69506YSA8	9/30/2020	9/30/2025	0.450%	0.450%	250,000.00	250,000.00	244,417.57	1,125.00
HIAWATHA NATIONAL BANK	428548AT8	10/9/2020	10/9/2025	0.450%	0.450%	250,000.00	250,000.00	244,331.54	1,125.00
BANKUNITED NA	066519QR3	3/19/2021	3/19/2026	0.800%	0.800%	250,000.00	250,000.00	246,662.21	2,000.00
JP MORGAN CHASE BANK NA	48128UJ67	3/26/2021	3/26/2026	1.000%	1.000%	250,000.00	250,000.00	250,680.18	2,500.00
UBS BANK USA	90348JN48	6/23/2021	6/23/2026	0.750%	0.750%	247,000.00	247,000.00	242,539.19	1,852.50
NEW YORK COMMUNITY BANK	649447UJ0	6/30/2021	7/1/2026	0.700%	0.700%	247,000.00	247,000.00	241,943.53	1,729.00
GOLDMAN SACHS BANK USA	38149MWX7	7/28/2021	7/28/2026	0.850%	0.850%	250,000.00	250,000.00	246,374.59	2,125.00
MERIDIAN BANK	58958PJC9	7/28/2021	7/28/2026	0.700%	0.700%	250,000.00	250,000.00	244,668.78	1,750.00
FIRST NATL BK OF AMERICA	32110YUC7	7/30/2021	7/30/2026	0.600%	0.600%	250,000.00	250,000.00	244,651.58	1,500.00
SAUK VALLEY BANK & TRUST	804375DV2	7/30/2021	7/30/2026	0.650%	0.650%	250,000.00	250,000.00	244,086.03	1,625.00
CAPITAL ONE NA 1.15 11/24/2026	14042RQG9	11/24/2021	11/24/2026	1.150%	1.150%	250,000.00	250,000.00	249,184.46	2,875.00
CAPITAL ONE BANK USA NA 1.15 11/24/2026	14042TEB9	11/24/2021	11/24/2026	1.150%	1.150%	250,000.00	250,000.00	249,184.46	2,875.00
						7,729,000.00	7,729,000.00	7,698,671.68	91,856.00
Total Investments						57,687,955.07	57,687,955.07	57,568,243.50	211,068.42
Cash with Fiscal Agent:									
Successor Agency:									
2006 Taxable Tax Allocation Parity Bonds, Series A			Demand	N/A	0.000%	11,600.76	11,600.76	11,600.76	0.69
First American Treasury	31846V302	Various							
2011 Tax Allocation Parity Bonds			Demand	N/A	0.000%	893,650.57	893,650.57	893,650.57	44.68
US Bank Money Market Account	9AMMF05B2	various	Demand	N/A	0.000%	13,172.05	13,172.05	13,172.05	1.32
Dreyfus Ca Amt Free Mun Ins	26202K700	various							
2015 Subordinate Refund Bonds, Series A.B			Demand	N/A	0.000%	47.43	47.43	47.43	0.00
First American Government Oblig Fd	31846v401	various							
2017 Tax Allocation Parity Bonds			Demand	N/A	0.000%	53.52	53.52	53.52	0.00
First American Government Oblig Fd	31846v401	various							
Signal Hill Lease Revenue Fund									
2018 Lease Revenue Bonds (Library Project)			Demand	N/A	0.000%	239,400.00	239,400.00	239,400.00	14.33
Principal Cash	N/A	01/31/18							
					Subtotal	1,157,924.33	1,157,924.33	1,157,924.33	61.02
Water Revenue Refunding Bonds:									
First American Government Oblig Fd	31846v401	various	Demand	N/A	0.000%	0.59	0.59	0.59	-
					Subtotal	0.59	0.59	0.59	-
Total Investments Held by Fiscal Agent						1,157,924.92	1,157,924.92	1,157,924.92	61.02
TOTAL ALL INVESTMENTS						58,845,879.99	58,845,879.99	58,726,168.42	211,129.44

@ Current Yield

\* Market Value for securities is from statements of Wells Fargo.

\*\* Trade date

# Excludes purchased interest

This Schedule of Investments is in compliance with the City of Signal Hill's Investment Policy.



# Investments Transaction Report

## November 30, 2021

<b>Total Investments Beginning Balance (PAR Value):</b>	<b>63,386,654.55</b>
<b>Receipts</b>	
Interest	8,450.60
Transfer to LAIF from Checking	2,000,000.00
Bond Contributions	239,399.84
Sales/ Maturities/ Calls/Money Market	1,500,000.00
<b>Total Receipts</b>	<b>3,747,850.44</b>
<b>Disbursements</b>	
Transfer to Checking from LAIF	(7,265,000.00)
Bond Debt Service Payments	(523,625.00)
Bond Draw Down	-
Investment Purchases/Money Market	(500,000.00)
<b>Total Disbursements</b>	<b>(8,288,625.00)</b>
<b>Total Investments Ending Balance (PAR Value):</b>	<b>58,845,879.99</b>



CITY OF SIGNAL HILL  
STAFF REPORT

2175 Cherry Avenue • Signal  
Hill, California 90755-3799

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1/11/2022

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**AGENDA ITEM**

**TO:**

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

**FROM:**

**DAVID HOPPER  
CITY TREASURER**

**SHARON DEL ROSARIO  
ADMINISTRATIVE SERVICES OFFICER/FINANCE DIRECTOR**

**SUBJECT:**

**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.

**Fiscal Impact:**

Funds are budgeted and available for payment.

**Strategic Plan Objectives:**

Goal No. 6: Promote a transparent and open government.

1/11/2022

Analysis:

**Warrant Register for Council Meeting 01/11/2022**

Payment Type	Payment Date	Payment Numbers	Total
Regular Check	12/22/2021	114339 THRU 114414	\$ 784,055.31
EFT*	12/23/2021	101732 THRU 101747	\$ 1,202,262.70
Manual EFT*	12/9/2021	DFT0006968	\$ 2,020.99
Manual EFT*	12/15/2021	DFT0007047	\$ 17,577.68
Manual EFT*	12/15/2021	DFT0007033 THRU DFT0007034 DFT0007041 THRU DFT0007046	\$ 19,911.60
Manual EFT*	1/4/2022	DFT0007113 THRU DFT0007116	\$ 46,264.04
EFT*	12/17/2021	101715	\$ 41,128.75
Credit Card Transactions	12/8/2021	DFT0007048	\$ 42,464.32
Payroll Vendor Payments	11/24/2021		\$ 74,098.23
Payroll Vendor Payments	12/9/2021		\$ 192,034.65
Regular Check	1/11/2022	114416 THRU 114453	\$ 201,294.21
EFT*	1/12/2022	101754 THRU 101761	\$ 1,992.07
Payroll Vendor Payments	12/23/2021		\$ 156,404.61
Payroll**	12/23/2021		\$ 333,123.16
Payroll Vendor Payments	1/6/2022		\$ 142,566.78
Payroll**	1/6/2022		\$ 269,120.68
<b>Total</b>			<b>\$ 3,526,319.78</b>

\* EFT/DFT - Electronic/Draft Funds Transfer

\*\* Represents the total net payroll direct deposit on pay date

All warrants are submitted for approval. Invoices and supporting documentation are available for review in the Finance Department.

Approved:

Hannah Shin-Heydorn



City of Signal Hill

# Warrant Register

By Vendor Name

Payment Dates 12/22/2021 - 12/22/2021

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 7312 - 4LEAF INC</b>							
114339	12/22/2021	J0725-21G	10/21/2021	PROFESSIONAL SVCS: PLANCHECK SVCS - SEP 2021	100-63-5421	Plan Check Professional Service	48,115.57
114339	12/22/2021	J0725-21H	11/22/2021	PROFESSIONAL SVCS: PLANCHECK SVCS - OCT 2021	100-63-5421	Plan Check Professional Service	240.00
114339	12/22/2021	J3786K	11/22/2021	PROFESSIONAL SVCS: BUILDING SAFETY - OCT 2021	100-23530	Deposits-Community Develop	37.50
114339	12/22/2021	J3786K	11/22/2021	PROFESSIONAL SVCS: BUILDING SAFETY - OCT 2021	100-23530	Deposits-Community Develop	86.25
114339	12/22/2021	J3786K	11/22/2021	PROFESSIONAL SVCS: BUILDING SAFETY - OCT 2021	100-23530	Deposits-Community Develop	37.50
114339	12/22/2021	J3786K	11/22/2021	PROFESSIONAL SVCS: BUILDING SAFETY - OCT 2021	100-23530	Deposits-Community Develop	37.50
114339	12/22/2021	J3786K	11/22/2021	PROFESSIONAL SVCS: BUILDING SAFETY - OCT 2021	100-23530	Deposits-Community Develop	37.50
114339	12/22/2021	J3786K	11/22/2021	PROFESSIONAL SVCS: BUILDING SAFETY - OCT 2021	100-23530	Deposits-Community Develop	37.50
114339	12/22/2021	J3786K	11/22/2021	PROFESSIONAL SVCS: BUILDING SAFETY - OCT 2021	100-23530	Deposits-Community Develop	18.75
114339	12/22/2021	J3786K	11/22/2021	PROFESSIONAL SVCS: BUILDING SAFETY - OCT 2021	100-23530	Deposits-Community Develop	37.50
114339	12/22/2021	J3786K	11/22/2021	PROFESSIONAL SVCS: BUILDING SAFETY - OCT 2021	100-23530	Deposits-Community Develop	18.75
114339	12/22/2021	J3786K	11/22/2021	PROFESSIONAL SVCS: BUILDING SAFETY - OCT 2021	100-23530	Deposits-Community Develop	18.75
114339	12/22/2021	J3786K	11/22/2021	PROFESSIONAL SVCS: BUILDING SAFETY - OCT 2021	100-23530	Deposits-Community Develop	172.50
114339	12/22/2021	J3786K	11/22/2021	PROFESSIONAL SVCS: BUILDING SAFETY - OCT 2021	100-62-5400	Contract Services - General	3,000.00
114339	12/22/2021	J3786K	11/22/2021	PROFESSIONAL SVCS: BUILDING SAFETY - OCT 2021	100-63-5400	Contract Services - General	12,581.25
114339	12/22/2021	J3786K	11/22/2021	PROFESSIONAL SVCS: BUILDING SAFETY - OCT 2021	100-64-5400	Contract Services - General	75.00
<b>Vendor 7312 - 4LEAF INC Total:</b>							<b>64,551.82</b>
<b>Vendor: 8548 - ALAN KATZ GREAT OFFICIANTS</b>							
114340	12/22/2021	8112021	12/22/2021	DEPOSIT REFUND PERMIT #2221	100-23550	Deposits-Community Services	100.00
<b>Vendor 8548 - ALAN KATZ GREAT OFFICIANTS Total:</b>							<b>100.00</b>

Warrant Register						Payment Dates: 12/22/2021 - 12/22/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 8241 - ALLIED UNIVERSAL SECURITY SERVICES</b>							
114341	12/22/2021	11673148	08/19/2021	SECURITY SVCS: 8/6 - 8/19/21	100-72-5400	Contract Services - General	1,680.00
114341	12/22/2021	12033201	11/25/2021	SECURITY SVCS: 11/12 - 11/25/21	100-72-5400	Contract Services - General	1,740.00
114341	12/22/2021	12104217	12/09/2021	SECURITY SVCS: 11/26 - 12/09/21	100-72-5400	Contract Services - General	1,680.00
<b>Vendor 8241 - ALLIED UNIVERSAL SECURITY SERVICES Total:</b>							<b>5,100.00</b>
<b>Vendor: 5633 - AQUA BACKFLOW INC.</b>							
114342	12/22/2021	2021-1709	11/01/2021	BACKFLOW MANAGEMENT: OCT 2021	500-40-5400	Contract Services - General	47.50
<b>Vendor 5633 - AQUA BACKFLOW INC. Total:</b>							<b>47.50</b>
<b>Vendor: 0073 - ARC IMAGING RESOURCES</b>							
114343	12/22/2021	A95986	11/30/2021	METER READ: 11/13 - 12/13/21	100-91-5595	Comm Inter-Dept Charge	104.74
<b>Vendor 0073 - ARC IMAGING RESOURCES Total:</b>							<b>104.74</b>
<b>Vendor: 5140 - BAKER INTERNATIONAL INC.,MICHAEL</b>							
114344	12/22/2021	1133316	11/23/2021	VIEW PARK TASK ORDER 5 (DRYWELL): OCT 2021	400-40-5895	Park Capital Improvements	855.70
114344	12/22/2021	1134586	12/10/2021	CDBG: PROGRAM MANAGEMENT & LABOR COMPLIANCE SVCS	100-82-5400	Contract Services - General	1,350.00
<b>Vendor 5140 - BAKER INTERNATIONAL INC.,MICHAEL Total:</b>							<b>2,205.70</b>
<b>Vendor: 5438 - BEAR COMMUNICATIONS</b>							
114345	12/22/2021	5297890	12/01/2021	SC SVC AGREEMENT: DEC 2021	100-75-5560	Repair & Maintenance Services	1,941.81
<b>Vendor 5438 - BEAR COMMUNICATIONS Total:</b>							<b>1,941.81</b>
<b>Vendor: 1341 - BEST DRILLING &amp; PUMP INC</b>							
114346	12/22/2021	3836	11/08/2021	PROFESSIONAL SVCS: WELL INSPECTION	500-40-5560	Repair & Maintenance Services	42,385.00
<b>Vendor 1341 - BEST DRILLING &amp; PUMP INC Total:</b>							<b>42,385.00</b>
<b>Vendor: 5784 - BIBLIOTHECA LLC</b>							
114347	12/22/2021	INV-US45545	07/15/2021	LIBRARY ELECTRONIC BOOK CHECKOUT SYSTEM	100-81-5570	Software Licensing & Support	6,390.00
<b>Vendor 5784 - BIBLIOTHECA LLC Total:</b>							<b>6,390.00</b>
<b>Vendor: 1427 - BIXBY KNOLLS CAR WASH</b>							
114348	12/22/2021	11302021	11/30/2021	CAR WASH SVCS: NOV 2021	601-40-5540	Vehicle Maintenance	103.92
<b>Vendor 1427 - BIXBY KNOLLS CAR WASH Total:</b>							<b>103.92</b>
<b>Vendor: 8527 - BLACK BIRD FIRE PROTECTION, INC.</b>							
114349	12/22/2021	12235	12/01/2021	PROFESSIONAL SVCS	100-92-5400	Contract Services - General	1,437.00
114349	12/22/2021	12236	12/01/2021	PROFESSIONAL SVCS	100-92-5400	Contract Services - General	364.00
114349	12/22/2021	12237	12/02/2021	PROFESSIONAL SVCS	100-92-5400	Contract Services - General	204.50
<b>Vendor 8527 - BLACK BIRD FIRE PROTECTION, INC. Total:</b>							<b>2,005.50</b>

Warrant Register						Payment Dates: 12/22/2021 - 12/22/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 5239 - BOLD TECHNOLOGIES LTD</b>							
114350	12/22/2021	28713	12/01/2021	PHOENIX LICENSE RENEWAL	100-74-5570	Software Licensing & Support	607.82
<b>Vendor 5239 - BOLD TECHNOLOGIES LTD Total:</b>							<b>607.82</b>
<b>Vendor: 5424 - BYRD, TAYLOR</b>							
114351	12/22/2021	11302021	11/30/2021	REIMBURSEMENT: CRISIS INTERVENTION FOR FTO	100-72-5320	Travel & Training	54.88
<b>Vendor 5424 - BYRD, TAYLOR Total:</b>							<b>54.88</b>
<b>Vendor: 0471 - CALIF DEPT JUSTICE</b>							
114352	12/22/2021	549459	12/03/2021	FINGERPRINT APPS: NOV 2021	100-46-5400	Contract Services - General	128.00
<b>Vendor 0471 - CALIF DEPT JUSTICE Total:</b>							<b>128.00</b>
<b>Vendor: 1508 - CALIFA GROUP</b>							
114353	12/22/2021	5209	12/03/2021	CENIC - BROADBAND: JULY - SEP 2021	100-81-5400	Contract Services - General	2,351.37
<b>Vendor 1508 - CALIFA GROUP Total:</b>							<b>2,351.37</b>
<b>Vendor: 7315 - CAL-STATE AUTO PARTS INC</b>							
114354	12/22/2021	743868	12/08/2021	VEHICLE SUPPLIES UNIT#74419	601-40-5721	Vehicle Supplies	33.32
114354	12/22/2021	744177	12/08/2021	VEHICLE SUPPLIES UNIT#20106	601-40-5721	Vehicle Supplies	37.73
<b>Vendor 7315 - CAL-STATE AUTO PARTS INC Total:</b>							<b>71.05</b>
<b>Vendor: 8274 - CANON SOLUTIONS AMERICA INC</b>							
114355	12/22/2021	147576231	11/20/2021	COPIER SUPPLIES: COPY PAPER	100-76-5740	General Supplies	355.51
114355	12/22/2021	27659066	11/11/2021	COPIER LEASE: NOV 2021	100-51-5552	Rental/Lease of Equipment	1,561.97
114355	12/22/2021	4037977604	11/12/2021	COPIER LEASE: CITY HALL - 8/12 - 11/11/21	100-51-5552	Rental/Lease of Equipment	480.84
114355	12/22/2021	4037977605	11/12/2021	COPIER LEASE: PD - 8/12 - 11/11/21	100-51-5552	Rental/Lease of Equipment	189.40
114355	12/22/2021	4037977606	11/12/2021	COPIER LEASE: COMM SVCS - 8/12 - 11/11/21	100-51-5552	Rental/Lease of Equipment	574.20
114355	12/22/2021	4037977607	11/12/2021	COPIER LEASE: LIBRARY - 8/12 - 11/11/21	100-51-5552	Rental/Lease of Equipment	83.84
114355	12/22/2021	4037977608	11/12/2021	COPIER LEASE: PD - 8/12 - 11/11/21	100-51-5552	Rental/Lease of Equipment	628.44
114355	12/22/2021	4037977609	11/12/2021	COPIER LEASE: CITY YARD - 8/12 - 11/11/21	100-51-5552	Rental/Lease of Equipment	111.33
114355	12/22/2021	4037977610	11/12/2021	COPIER LEASE: COMM CENTER - 8/12 - 11/11/21	100-51-5552	Rental/Lease of Equipment	257.81
114355	12/22/2021	4037977611	11/12/2021	COPIER LEASE: COMM DEV - 8/12 - 11/11/21	100-51-5552	Rental/Lease of Equipment	268.70
<b>Vendor 8274 - CANON SOLUTIONS AMERICA INC Total:</b>							<b>4,512.04</b>

**Warrant Register**
**Payment Dates: 12/22/2021 - 12/22/2021**

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 5431 - CINTAS CORPORATION</b>							
114356	12/22/2021	4103197971	11/30/2021	UNIFORMS	100-92-5730	Uniforms	8.02
114356	12/22/2021	4103197971	11/30/2021	UNIFORMS	100-94-5730	Uniforms	10.27
114356	12/22/2021	4103197971	11/30/2021	UNIFORMS	100-95-5730	Uniforms	42.16
114356	12/22/2021	4103197971	11/30/2021	UNIFORMS	500-40-5730	Uniforms	50.51
114356	12/22/2021	4103197971	11/30/2021	UNIFORMS	601-40-5730	Uniforms	3.85
114356	12/22/2021	4103838921	12/07/2021	UNIFORMS	100-92-5730	Uniforms	8.36
114356	12/22/2021	4103838921	12/07/2021	UNIFORMS	100-94-5730	Uniforms	10.71
114356	12/22/2021	4103838921	12/07/2021	UNIFORMS	100-95-5730	Uniforms	43.94
114356	12/22/2021	4103838921	12/07/2021	UNIFORMS	500-40-5730	Uniforms	52.66
114356	12/22/2021	4103838921	12/07/2021	UNIFORMS	601-40-5730	Uniforms	4.02
<b>Vendor 5431 - CINTAS CORPORATION Total:</b>							<b>234.50</b>
<b>Vendor: 0714 - CIRCLE MARINA CW LLC</b>							
114357	12/22/2021	9	12/01/2021	CAR WASH SVCS: NOV 2021	100-74-5540	Vehicle Maintenance	96.00
<b>Vendor 0714 - CIRCLE MARINA CW LLC Total:</b>							<b>96.00</b>
<b>Vendor: 1239 - CLEAN ENERGY</b>							
114358	12/22/2021	CE12450055	11/30/2021	CNG FUEL: 11/1 - 11/30/21	601-40-5754	Fuel Purchases	638.41
<b>Vendor 1239 - CLEAN ENERGY Total:</b>							<b>638.41</b>
<b>Vendor: 0336 - CONSERVATION CORP OF LB</b>							
114359	12/22/2021	4	12/06/2021	VIEW PARK CONSTRUCTION: NOV 2021	400-21150	Retention Payable	-8,880.68
114359	12/22/2021	4	12/06/2021	VIEW PARK CONSTRUCTION: NOV 2021	400-40-5895	Park Capital Improvements	177,613.56
<b>Vendor 0336 - CONSERVATION CORP OF LB Total:</b>							<b>168,732.88</b>
<b>Vendor: 1884 - COPELAND,ROBERT</b>							
114360	12/22/2021	12072021	12/07/2021	REIMBURSEMENT: CELLPHONE CHARGES	100-41-5511	Telephone	337.60
<b>Vendor 1884 - COPELAND,ROBERT Total:</b>							<b>337.60</b>
<b>Vendor: 5554 - CR &amp; R INC</b>							
114361	12/22/2021	000002796	12/01/2021	STREET SWEEPING: NOV 2021	100-93-5525	Street Sweeping Services	11,937.60
<b>Vendor 5554 - CR &amp; R INC Total:</b>							<b>11,937.60</b>
<b>Vendor: 8270 - DISC SOLUTIONS INC</b>							
114362	12/22/2021	5013	11/01/2021	FACILITATOR SVCS FOR DIVERSITY COALITION COMMITTEE	100-82-5400	Contract Services - General	2,030.00
<b>Vendor 8270 - DISC SOLUTIONS INC Total:</b>							<b>2,030.00</b>
<b>Vendor: 0695 - ECS IMAGING INC</b>							
114363	12/22/2021	11350	12/20/2021	PROFESSIONAL SVCS: SOFTWARE LICENSE	100-43-5400	Contract Services - General	2,237.50
114363	12/22/2021	11350	12/20/2021	PROFESSIONAL SVCS: SOFTWARE LICENSE	100-63-5570	Software Licensing & Support	80.00

Warrant Register						Payment Dates: 12/22/2021 - 12/22/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
114363	12/22/2021	11350	12/20/2021	PROFESSIONAL SVCS: SOFTWARE LICENSE	100-74-5400	Contract Services - General	2,437.50
Vendor 0695 - ECS IMAGING INC Total:							4,755.00
Vendor: 3370 - FILE KEEPERS							
114364	12/22/2021	658379	11/30/2021	STORAGE SVCS: NOV 2021	100-43-5410	Legal Services	93.24
114364	12/22/2021	9247	11/30/2021	SHREDDING SVCS: NOV 2021	100-76-5400	Contract Services - General	46.01
Vendor 3370 - FILE KEEPERS Total:							139.25
Vendor: 5620 - HEALTHPOINTE MEDICAL GROUP							
114365	12/22/2021	69811-3652426	12/02/2021	PHYSICAL SVCS	100-46-5425	Medical Services	80.00
Vendor 5620 - HEALTHPOINTE MEDICAL GROUP Total:							80.00
Vendor: 0548 - HUNTER & ASSOCS. INC.,JOHN							
114366	12/22/2021	SH1IW12110	11/22/2021	INDUSTRIAL WASTE: OCT 2021	100-93-5400	Contract Services - General	3,156.25
114366	12/22/2021	SH1MS412109	11/22/2021	NPDES: SEP 2021	100-23560	Deposits-Public Works	72.50
114366	12/22/2021	SH1MS412109	11/22/2021	NPDES: SEP 2021	100-23560	Deposits-Public Works	362.50
114366	12/22/2021	SH1MS412109	11/22/2021	NPDES: SEP 2021	100-23560	Deposits-Public Works	326.25
114366	12/22/2021	SH1MS412109	11/22/2021	NPDES: SEP 2021	100-23560	Deposits-Public Works	190.00
114366	12/22/2021	SH1MS412109	11/22/2021	NPDES: SEP 2021	100-23560	Deposits-Public Works	65.25
114366	12/22/2021	SH1MS412109	11/22/2021	NPDES: SEP 2021	100-23560	Deposits-Public Works	36.25
114366	12/22/2021	SH1MS412109	11/22/2021	NPDES: SEP 2021	100-23560	Deposits-Public Works	38.00
114366	12/22/2021	SH1MS412109	11/22/2021	NPDES: SEP 2021	100-23560	Deposits-Public Works	9.50
114366	12/22/2021	SH1MS412109	11/22/2021	NPDES: SEP 2021	100-23560	Deposits-Public Works	7.25
114366	12/22/2021	SH1MS412109	11/22/2021	NPDES: SEP 2021	100-23560	Deposits-Public Works	47.50
114366	12/22/2021	SH1MS412109	11/22/2021	NPDES: SEP 2021	100-34-4900	Administrative Fee (PW)	-7.25
114366	12/22/2021	SH1MS412109	11/22/2021	NPDES: SEP 2021	100-34-4900	Administrative Fee (PW)	-9.50
114366	12/22/2021	SH1MS412109	11/22/2021	NPDES: SEP 2021	100-34-4900	Administrative Fee (PW)	-38.00
114366	12/22/2021	SH1MS412109	11/22/2021	NPDES: SEP 2021	100-34-4900	Administrative Fee (PW)	-65.25
114366	12/22/2021	SH1MS412109	11/22/2021	NPDES: SEP 2021	100-34-4900	Administrative Fee (PW)	-72.50
114366	12/22/2021	SH1MS412109	11/22/2021	NPDES: SEP 2021	100-93-5400	Contract Services - General	2,383.75
114366	12/22/2021	SH1MS412109	11/22/2021	NPDES: SEP 2021	100-93-5425	TMDL Watershed Professional	675.00
114366	12/22/2021	SH1VPO12109	11/22/2021	PROFESSIONAL SVCS: SEP 2021	100-23530	Deposits-Community Develop	3,480.00
114366	12/22/2021	SH1VPO12109	11/22/2021	PROFESSIONAL SVCS: SEP 2021	100-23530	Deposits-Community Develop	398.75
114366	12/22/2021	SH1VPO12109	11/22/2021	PROFESSIONAL SVCS: SEP 2021	100-23530	Deposits-Community Develop	696.00
114366	12/22/2021	SH1VPO12109	11/22/2021	PROFESSIONAL SVCS: SEP 2021	100-23530	Deposits-Community Develop	79.75
114366	12/22/2021	SH1VPO12109	11/22/2021	PROFESSIONAL SVCS: SEP 2021	100-23530	Deposits-Community Develop	79.75
114366	12/22/2021	SH1VPO12109	11/22/2021	PROFESSIONAL SVCS: SEP 2021	100-23530	Deposits-Community Develop	398.75
114366	12/22/2021	SH1VPO12109	11/22/2021	PROFESSIONAL SVCS: SEP 2021	100-34-4600	Administrative Fee (CD)	-855.50



Warrant Register						Payment Dates: 12/22/2021 - 12/22/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
114366	12/22/2021	SH1VPO12109	11/22/2021	PROFESSIONAL SVCS: SEP 2021	100-93-5400	Contract Services - General	1,470.00
Vendor 0548 - HUNTER & ASSOCS. INC.,JOHN Total:							12,925.00
Vendor: 8549 - IAN JENSEN							
114367	12/22/2021	8112021	12/22/2021	DEPOSIT REFUND PERMIT #2259	100-23550	Deposits-Community Services	250.00
Vendor 8549 - IAN JENSEN Total:							250.00
Vendor: 5123 - IN HIS IMAGE PHOTOGRAPHY							
114368	12/22/2021	0384	12/01/2021	PROFESSIONAL SVCS: PORTRAITS	100-46-5740	General Supplies	80.00
114368	12/22/2021	0384	12/01/2021	PROFESSIONAL SVCS: PORTRAITS	100-61-5330	Meetings	80.00
Vendor 5123 - IN HIS IMAGE PHOTOGRAPHY Total:							160.00
Vendor: 8526 - JACK HENRY & ASSOCIATES, INC.							
114369	12/22/2021	12102021	12/10/2021	MERCHANT ERROR - REFUND	500-10200	Water Operating Account	658.86
Vendor 8526 - JACK HENRY & ASSOCIATES, INC. Total:							658.86
Vendor: 8546 - KARA HEISER							
114370	12/22/2021	8112021	12/22/2021	DEPOSIT REFUND PERMIT #2260	100-23550	Deposits-Community Services	50.00
Vendor 8546 - KARA HEISER Total:							50.00
Vendor: 8525 - KBS HOLDCO LLC							
114371	12/22/2021	12092021	12/09/2021	3100 E. CA AVE LEASE	801-22160	Dvlpr Dep-Regency 3100 Calif	111,250.00
Vendor 8525 - KBS HOLDCO LLC Total:							111,250.00
Vendor: 1260 - LA COUNTY - DEPT OF HEALTH SERVICES							
114372	12/22/2021	AR0240736	11/09/2021	BACKFLOW PREVENTION ASSEMBLY FY 21-22	500-40-5400	Contract Services - General	37.00
114372	12/22/2021	AR0262581	11/09/2021	BACKFLOW PREVENTION ASSEMBLY FY 21-22	500-40-5400	Contract Services - General	37.00
114372	12/22/2021	AR0262582	11/09/2021	BACKFLOW PREVENTION ASSEMBLY FY 21-22	500-40-5400	Contract Services - General	37.00
114372	12/22/2021	AR0262583	11/09/2021	BLACKFLOW PREVENTION ASSEMBLY FY 21-22	500-40-5400	Contract Services - General	37.00
114372	12/22/2021	AR0262584	11/09/2021	BACKFLOW PREVENTION ASSEMBLY FY 21-22	500-40-5400	Contract Services - General	37.00
114372	12/22/2021	AR0262585	11/09/2021	BACKFLOW PREVENTION ASSEMBLY FY 21-22	500-40-5400	Contract Services - General	37.00
Vendor 1260 - LA COUNTY - DEPT OF HEALTH SERVICES Total:							222.00
Vendor: 4140 - LA SUPERIOR COURT							
114373	12/22/2021	11102021	11/10/2021	COUNTY SURCHARGE: OCT 2021	100-35-4723	Parking Citations - Police	6,053.00
Vendor 4140 - LA SUPERIOR COURT Total:							6,053.00

Warrant Register						Payment Dates: 12/22/2021 - 12/22/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 5081 - MALDONADO, GERALDO</b>							
114374	12/22/2021	11302021	11/30/2021	REIMBURSEMENT: FACIAL RECOGNITION TRAINING	100-73-5320	Travel & Training	8.00
<b>Vendor 5081 - MALDONADO, GERALDO Total:</b>							<b>8.00</b>
<b>Vendor: 8547 - MARIYN LOPEZ</b>							
114375	12/22/2021	8112021	12/22/2021	DEPOSIT REFUND PERMIT #2253	100-23550	Deposits-Community Services	50.00
<b>Vendor 8547 - MARIYN LOPEZ Total:</b>							<b>50.00</b>
<b>Vendor: 7102 - MCA DIRECT</b>							
114376	12/22/2021	2021114	12/01/2021	2022 GME SUPPLIES AND ANNUAL WALL CALENDERS	100-43-5460	Elections	1,354.23
<b>Vendor 7102 - MCA DIRECT Total:</b>							<b>1,354.23</b>
<b>Vendor: 1895 - MCM MANAGEMENT CO</b>							
114377	12/22/2021	2021-051	11/10/2021	WELL NO 8 REPLACEMENT: OCT 2021	500-40-5840	Capital Outlay	14,292.58
114377	12/22/2021	2021-054	12/14/2021	WELL NO 8 REPLACEMENT: NOV 2021	500-40-5840	Capital Outlay	13,474.90
<b>Vendor 1895 - MCM MANAGEMENT CO Total:</b>							<b>27,767.48</b>
<b>Vendor: 5673 - MEDICO PROFESSIONAL LINEN SERVICE</b>							
114378	12/22/2021	20521124	12/14/2021	SHPD SUPPLIES	100-75-5721	Special Department Supplies	81.67
<b>Vendor 5673 - MEDICO PROFESSIONAL LINEN SERVICE Total:</b>							<b>81.67</b>
<b>Vendor: 4862 - NAPA AUTO PARTS</b>							
114379	12/22/2021	5157-414753	11/30/2021	VEHICLE SUPPLIES UNIT#41310	601-40-5721	Vehicle Supplies	40.55
114379	12/22/2021	5157-4154176	12/02/2021	VEHICLE SUPPLIES UNIT#77307	601-40-5721	Vehicle Supplies	48.11
114379	12/22/2021	5157-415801	12/08/2021	VEHICLE SUPPLIES UNIT#20106	601-40-5540	Vehicle Maintenance	19.54
<b>Vendor 4862 - NAPA AUTO PARTS Total:</b>							<b>108.20</b>
<b>Vendor: 5672 - NORTHSTAR CHEMICAL</b>							
114380	12/22/2021	211413	11/30/2021	WATER DEPT SUPPLIES	500-40-5721	Special Department Supplies	2,506.51
<b>Vendor 5672 - NORTHSTAR CHEMICAL Total:</b>							<b>2,506.51</b>
<b>Vendor: 5635 - NV5 INC</b>							
114381	12/22/2021	245164	11/27/2021	2022-2023 LLMD ENGINEER'S REPORT: OCT 2021	260-40-5400	Contract Services - General	2,400.00
<b>Vendor 5635 - NV5 INC Total:</b>							<b>2,400.00</b>
<b>Vendor: 4738 - OCEAN BLUE ENVIRONMENTAL INC</b>							
114382	12/22/2021	35840	12/08/2021	PROFESSIONAL SVCS: HAZARDOUS WASTE DISPOSAL	100-93-5400	Contract Services - General	2,665.95

Warrant Register						Payment Dates: 12/22/2021 - 12/22/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
114382	12/22/2021	35892	11/22/2021	PROFESSIONAL SVCS: HAZARDOUS WASTE DISPOSAL	100-93-5400	Contract Services - General	1,137.44
Vendor 4738 - OCEAN BLUE ENVIRONMENTAL INC Total:							3,803.39
Vendor: 0170 - OFFICE DEPOT							
114383	12/22/2021	207980337001	12/01/2021	OFFICE SUPPLIES	100-74-5740	General Supplies	-17.77
114383	12/22/2021	209354035001	11/24/2021	OFFICE SUPPLIES	100-46-5740	General Supplies	4.24
114383	12/22/2021	209354035001	11/24/2021	OFFICE SUPPLIES	100-51-5710	Office Supplies	16.01
114383	12/22/2021	209354035002	12/02/2021	OFFICE SUPPLIES	100-46-5740	General Supplies	39.73
114383	12/22/2021	210055144001	11/12/2021	OFFICE SUPPLIES	100-76-5740	General Supplies	-13.22
114383	12/22/2021	210182970001	11/22/2021	OFFICE SUPPLIES	100-72-5740	General Supplies	-14.85
114383	12/22/2021	211537904001	12/03/2021	OFFICE SUPPLIES	100-73-5740	General Supplies	77.31
114383	12/22/2021	211976201001	12/02/2021	OFFICE SUPPLIES	500-40-5740	General Supplies	164.13
114383	12/22/2021	212450116001	12/01/2021	OFFICE SUPPLIES	100-81-5740	General Supplies	26.67
114383	12/22/2021	212451157001	12/02/2021	OFFICE SUPPLIES	100-81-5740	General Supplies	29.09
114383	12/22/2021	212451159001	11/30/2021	OFFICE SUPPLIES	100-81-5740	General Supplies	20.16
114383	12/22/2021	212855837001	12/07/2021	OFFICE SUPPLIES	100-51-5710	Office Supplies	65.41
114383	12/22/2021	213341721001	12/05/2021	OFFICE SUPPLIES	100-53-5740	General Supplies	39.12
114383	12/22/2021	213343067001	12/03/2021	OFFICE SUPPLIES	100-53-5740	General Supplies	18.87
114383	12/22/2021	213471252001	12/01/2021	OFFICE SUPPLIES	100-51-5710	Office Supplies	100.87
114383	12/22/2021	213471252001	12/01/2021	OFFICE SUPPLIES	100-53-5740	General Supplies	46.03
114383	12/22/2021	213471252001	12/01/2021	OFFICE SUPPLIES	100-91-5740	General Supplies	23.19
114383	12/22/2021	213782106001	12/02/2021	OFFICE SUPPLIES	100-53-5740	General Supplies	76.47
114383	12/22/2021	213789541001	12/03/2021	OFFICE SUPPLIES	100-53-5740	General Supplies	5.94
114383	12/22/2021	214040294001	11/30/2021	OFFICE SUPPLIES	100-92-5740	General Supplies	353.92
114383	12/22/2021	214955215001	12/08/2021	OFFICE SUPPLIES	100-72-5740	General Supplies	53.55
114383	12/22/2021	214973115001	12/08/2021	OFFICE SUPPLIES	100-72-5740	General Supplies	25.79
114383	12/22/2021	214985758001	12/08/2021	OFFICE SUPPLIES	100-74-5740	General Supplies	52.53
Vendor 0170 - OFFICE DEPOT Total:							1,193.19
Vendor: 8553 - PAIGE WILLIAMS							
114384	12/22/2021	001	12/08/2021	LIVE ENTERTAINMENT FOR MAYOR'S RECEPTION	100-82-5723	Event/Program Costs	300.00
Vendor 8553 - PAIGE WILLIAMS Total:							300.00
Vendor: 8358 - PASCAL & LUDWIG CONSTRUCTORS INC							
114385	12/22/2021	21066	10/28/2021	WELL 8 DEMO & WELL 10 CONSTRUCTION: OCT 2021	500-21150	Retention Payable	-13,378.91
114385	12/22/2021	21066	10/28/2021	WELL 8 DEMO & WELL 10 CONSTRUCTION: OCT 2021	500-40-5840	Capital Outlay	267,578.24
Vendor 8358 - PASCAL & LUDWIG CONSTRUCTORS INC Total:							254,199.33
Vendor: 1097 - PERRIN & ASSOCIATES,P.L.							
114386	12/22/2021	21-09	12/08/2021	POLYGRAPH EXAM SVCS	100-74-5400	Contract Services - General	520.00
Vendor 1097 - PERRIN & ASSOCIATES,P.L. Total:							520.00

Warrant Register						Payment Dates: 12/22/2021 - 12/22/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 4093 - PHOENIX GROUP INFO SYSTEM</b>							
114387	12/22/2021	102021082	11/16/2021	CITATION PROCESSING: OCT 2021	100-76-5420	Professional Services	3,656.38
<b>Vendor 4093 - PHOENIX GROUP INFO SYSTEM Total:</b>							<b>3,656.38</b>
<b>Vendor: 1685 - PRUDENTIAL OVERALL SUPPLY</b>							
114388	12/22/2021	42678645	11/23/2021	FLEET SHOP TOWEL RENTAL	601-40-5400	Contract Services - General	48.66
114388	12/22/2021	42680877	11/30/2021	FLEET SHOP TOWEL RENTAL	601-40-5400	Contract Services - General	48.66
114388	12/22/2021	42682698	12/07/2021	FLEET SHOP TOWEL RENTAL	601-40-5400	Contract Services - General	48.66
<b>Vendor 1685 - PRUDENTIAL OVERALL SUPPLY Total:</b>							<b>145.98</b>
<b>Vendor: 5265 - REGIONAL TAP SERVICE CENTER</b>							
114389	12/22/2021	6015048	10/31/2021	REDUCED BUS FARE: NOV 2021	202-40-5671	Bus Fare Subsidy	24.00
<b>Vendor 5265 - REGIONAL TAP SERVICE CENTER Total:</b>							<b>24.00</b>
<b>Vendor: 5033 - RIO HONDO COLLEGE</b>							
114390	12/22/2021	F21-125-ZSGH	10/25/2021	ENROLLMENT FEES	100-72-5320	Travel & Training	228.00
114390	12/22/2021	F21-160-ZSGH	11/19/2021	ENROLLMENT FEES	100-74-5400	Contract Services - General	100.00
114390	12/22/2021	F21-163-ZSGH	12/01/2021	ENROLLMENT FEES	100-74-5400	Contract Services - General	75.00
<b>Vendor 5033 - RIO HONDO COLLEGE Total:</b>							<b>403.00</b>
<b>Vendor: 1602 - RON'S MAINTENANCE INC.</b>							
114391	12/22/2021	342	12/08/2021	CATCH BASIN CLEANING	100-93-5400	Contract Services - General	4,941.00
<b>Vendor 1602 - RON'S MAINTENANCE INC. Total:</b>							<b>4,941.00</b>
<b>Vendor: 3019 - RPW SERVICES</b>							
114392	12/22/2021	27594	11/30/2021	RODENT CONTROL: 1905 E 21ST ST	100-94-5400	Contract Services - General	200.00
114392	12/22/2021	27595	11/30/2021	RODENT CONTROL: 1907 E 21ST ST	100-94-5400	Contract Services - General	200.00
114392	12/22/2021	27596	11/30/2021	GOPHER CONTROL: CITYWIDE - NOV 2021	100-94-5400	Contract Services - General	250.00
114392	12/22/2021	27597	11/30/2021	GOPHER CONTROL: MEDIANS - NOV 2021	100-94-5400	Contract Services - General	90.00
114392	12/22/2021	27598	11/30/2021	GOPHER CONTROL: PD	100-94-5400	Contract Services - General	200.00
114392	12/22/2021	27599	11/30/2021	GOPHER CONTROL: SIGNAL HILL PARK	100-94-5400	Contract Services - General	90.00
114392	12/22/2021	27600	11/30/2021	GOPHER CONTROL: SUNSET VIEW PARK	100-94-5400	Contract Services - General	90.00
114392	12/22/2021	27601	11/30/2021	GOPHER CONTROL: LLMD CRESCENT DR & 20TH ST	100-94-5400	Contract Services - General	100.00
<b>Vendor 3019 - RPW SERVICES Total:</b>							<b>1,220.00</b>
<b>Vendor: 3508 - S &amp; J SUPPLY CO INC</b>							
114393	12/22/2021	S100181421.002	10/05/2021	WATER DEPT SUPPLIES	500-40-5560	Repair & Maintenance Services	1,309.39
<b>Vendor 3508 - S &amp; J SUPPLY CO INC Total:</b>							<b>1,309.39</b>

Warrant Register						Payment Dates: 12/22/2021 - 12/22/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 8552 - SARAH LANGELIER</b>							
114394	12/22/2021	8118021	12/22/2021	DEPOSIT REFUND PERMIT #2249	100-23550	Deposits-Community Services	100.00
<b>Vendor 8552 - SARAH LANGELIER Total:</b>							<b>100.00</b>
<b>Vendor: 5557 - SIERRA ANALYTICAL LABS INC</b>							
114395	12/22/2021	1L01002-	12/01/2021	WATER ANALYSIS	500-40-5400	Contract Services - General	561.00
<b>Vendor 5557 - SIERRA ANALYTICAL LABS INC Total:</b>							<b>561.00</b>
<b>Vendor: 0353 - SIGNAL HILL AUTOMOTIVE &amp; TIRE</b>							
114396	12/22/2021	106468	12/08/2021	VEHICLE SMOG CHECK	601-40-5540	Vehicle Maintenance	50.00
<b>Vendor 0353 - SIGNAL HILL AUTOMOTIVE &amp; TIRE Total:</b>							<b>50.00</b>
<b>Vendor: 3048 - SIGNAL HILL PETTY CASH</b>							
114397	12/22/2021	12142021	12/14/2021	PETTY CASH REIMBURSEMENT: COMMUNITY SERVICES	100-82-5540	Vehicle Maintenance	26.00
114397	12/22/2021	12142021	12/14/2021	PETTY CASH REIMBURSEMENT: COMMUNITY SERVICES	100-82-5723	Event/Program Costs	62.93
114397	12/22/2021	12142021	12/14/2021	PETTY CASH REIMBURSEMENT: COMMUNITY SERVICES	100-82-5723	Event/Program Costs	25.00
<b>Vendor 3048 - SIGNAL HILL PETTY CASH Total:</b>							<b>113.93</b>
<b>Vendor: 0460 - SMITH PAINT</b>							
114398	12/22/2021	854245	10/27/2021	PUBLIC WORKS SUPPLIES	500-40-5740	General Supplies	133.18
114398	12/22/2021	855425	11/09/2021	PUBLIC WORKS SUPPLIES	100-92-5740	General Supplies	98.62
114398	12/22/2021	856164	11/16/2021	PUBLIC WORKS SUPPLIES	100-92-5740	General Supplies	83.54
114398	12/22/2021	856995	11/24/2021	PUBLIC WORKS SUPPLIES	100-92-5740	General Supplies	284.93
<b>Vendor 0460 - SMITH PAINT Total:</b>							<b>600.27</b>
<b>Vendor: 0686 - SOUTH COAST AQMD</b>							
114399	12/22/2021	3911605	11/16/2021	GEN DIESEL	500-40-5400	Contract Services - General	880.30
114399	12/22/2021	3911714	11/16/2021	GEN DIESEL	500-40-5400	Contract Services - General	440.15
114399	12/22/2021	3913466	11/16/2021	AQMD EMISSIONS FEE: FY 21 - 22	500-40-5400	Contract Services - General	142.59
<b>Vendor 0686 - SOUTH COAST AQMD Total:</b>							<b>1,463.04</b>
<b>Vendor: 8237 - STANDARDS AND TRAINING FOR CORRECTIONS</b>							
114400	12/22/2021	12162021	12/16/2021	MENTAL HEALTH TRAINING GRANT	100-33-4324	STC Reimbursement	2,595.00
<b>Vendor 8237 - STANDARDS AND TRAINING FOR CORRECTIONS Total:</b>							<b>2,595.00</b>
<b>Vendor: 1380 - STANLEY CONVERGENT SECURITY SOLUTIONS</b>							
114401	12/22/2021	6002015112	11/29/2021	MAINTENANCE/MONITORING: 1/1 - 3/30/22	100-92-5400	Contract Services - General	208.38
<b>Vendor 1380 - STANLEY CONVERGENT SECURITY SOLUTIONS Total:</b>							<b>208.38</b>

Warrant Register						Payment Dates: 12/22/2021 - 12/22/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 3130 - STEAMX LLC</b>							
114402	12/22/2021	61224	12/03/2021	PUBLIC WORKS SUPPLIES	100-95-5721	Special Dept Supplies-Graffiti	87.05
114402	12/22/2021	61261	12/08/2021	PUBLIC WORKS SUPPLIES	100-95-5721	Special Dept Supplies-Graffiti	529.66
						<b>Vendor 3130 - STEAMX LLC Total:</b>	<b>616.71</b>
<b>Vendor: 8550 - SUSANA CASTREJON</b>							
114403	12/22/2021	8112021	12/22/2021	DEPOSIT REFUND PERMIT #2255	100-23550	Deposits-Community Services	250.00
						<b>Vendor 8550 - SUSANA CASTREJON Total:</b>	<b>250.00</b>
<b>Vendor: 5109 - TERMINIX INTERNATIONAL LP</b>							
114404	12/22/2021	414583143	11/23/2021	PROFESSIONAL SVCS: NOV 21	100-92-5400	Contract Services - General	113.00
						<b>Vendor 5109 - TERMINIX INTERNATIONAL LP Total:</b>	<b>113.00</b>
<b>Vendor: 0128 - TETRA TECH INC.</b>							
114405	12/22/2021	51821252	11/19/2021	WELL 8 REPLACEMENT PROJECT: OCT 2021	500-21150	Retention Payable	-402.00
114405	12/22/2021	51821252	11/19/2021	WELL 8 REPLACEMENT PROJECT: OCT 2021	500-40-5840	Capital Outlay	4,020.00
						<b>Vendor 0128 - TETRA TECH INC. Total:</b>	<b>3,618.00</b>
<b>Vendor: 7108 - TRB AND ASSOCIATES INC</b>							
114406	12/22/2021	3999	11/01/2021	PROFESSIONAL SVCS: BUILDING AND SAFETY - OCT 2021	100-63-5421	Plan Check Professional Service	1,409.02
						<b>Vendor 7108 - TRB AND ASSOCIATES INC Total:</b>	<b>1,409.02</b>
<b>Vendor: 5621 - TYLER TECHNOLOGIES</b>							
114407	12/22/2021	045-363349	12/09/2021	ENTERPRISE RESOURCE PLANNING SOFTWARE SYSTEM - APPD	100-52-5840	Capital Outlay	750.00
						<b>Vendor 5621 - TYLER TECHNOLOGIES Total:</b>	<b>750.00</b>
<b>Vendor: 0497 - UNDERGROUND SERVICE ALERT</b>							
114408	12/22/2021	1120210667	12/01/2021	MONTHLY DATABASE MAINT	500-40-5400	Contract Services - General	117.25
114408	12/22/2021	DSB20206182	12/01/2021	CA STATE REGULATORY COST	500-40-5400	Contract Services - General	61.76
						<b>Vendor 0497 - UNDERGROUND SERVICE ALERT Total:</b>	<b>179.01</b>
<b>Vendor: 1304 - UNITED SITE SERVICES</b>							
114409	12/22/2021	114-12620201	11/23/2021	PORTABLE RESTROOM RENTAL: 11/22/21	601-40-5400	Contract Services - General	125.00
						<b>Vendor 1304 - UNITED SITE SERVICES Total:</b>	<b>125.00</b>
<b>Vendor: 0237 - UNIVERSITY TROPHIES</b>							
114410	12/22/2021	54611	12/07/2021	ENGRAVING SVCS	100-74-5740	General Supplies	15.50
						<b>Vendor 0237 - UNIVERSITY TROPHIES Total:</b>	<b>15.50</b>

Warrant Register						Payment Dates: 12/22/2021 - 12/22/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 8551 - WANDA MOOD</b>							
114411	12/22/2021	8112021	12/22/2021	DEPOSIT REFUND PERMIT #2219	100-23550	Deposits-Community Services	160.00
<b>Vendor 8551 - WANDA MOOD Total:</b>							<b>160.00</b>
<b>Vendor: 1856 - WORTHINGTON FORD</b>							
114412	12/22/2021	11418	11/30/2021	VEHICLE SUPPLIES UNIT#41310	601-40-5721	Vehicle Supplies	204.45
<b>Vendor 1856 - WORTHINGTON FORD Total:</b>							<b>204.45</b>
<b>Vendor: 8545 - YONA REMER</b>							
114413	12/22/2021	8112021	12/22/2021	DEPOSIT REFUND PERMIT #2257	100-23550	Deposits-Community Services	50.00
<b>Vendor 8545 - YONA REMER Total:</b>							<b>50.00</b>
<b>Vendor: 1110 - ZIMMERMAN ENGINEERING INC.,W.G.</b>							
114414	12/22/2021	21-10-640	11/09/2021	ON CALL: OCT 2021	100-91-5400	Contract Services - General	3,190.00
114414	12/22/2021	21-10-640	11/09/2021	ON CALL: OCT 2021	400-40-5894	Street Capital Improvements	1,100.00
114414	12/22/2021	21-10-643	11/09/2021	ON CALL: SPRING STREET - OCT 2021	400-40-5894	Street Capital Improvements	7,380.00
<b>Vendor 1110 - ZIMMERMAN ENGINEERING INC.,W.G. Total:</b>							<b>11,670.00</b>
<b>Grand Total:</b>							<b>784,055.31</b>

## Report Summary

## Fund Summary

Fund	Payment Amount
100 - General Fund	155,540.25
202 - Transportation	24.00
260 - Lighting and Landscape	2,400.00
400 - Capital Improvement	178,068.58
500 - Water Operations Fund	335,317.60
601 - Vehicle and Equipment	1,454.88
801 - RDA Obligation Retirement Fund	111,250.00
<b>Grand Total:</b>	<b>784,055.31</b>

## Account Summary

Account Number	Account Name	Payment Amount
100-23530	Deposits-Community Dev	5,673.00
100-23550	Deposits-Community Svcs	1,010.00
100-23560	Deposits-Public Works	1,155.00
100-33-4324	STC Reimbursement	2,595.00
100-34-4600	Administrative Fee (CD)	-855.50
100-34-4900	Administrative Fee (PW)	-192.50
100-35-4723	Parking Citations - Police	6,053.00
100-41-5511	Telephone	337.60
100-43-5400	Contract Services - General	2,237.50
100-43-5410	Legal Services	93.24
100-43-5460	Elections	1,354.23
100-46-5400	Contract Services - General	128.00
100-46-5425	Medical Services	80.00
100-46-5740	General Supplies	123.97
100-51-5552	Rental/Lease of Equipment	4,156.53
100-51-5710	Office Supplies	182.29
100-52-5840	Capital Outlay	750.00
100-53-5740	General Supplies	186.43
100-61-5330	Meetings	80.00
100-62-5400	Contract Services - General	3,000.00
100-63-5400	Contract Services - General	12,581.25
100-63-5421	Plan Check Professional Svcs	49,764.59
100-63-5570	Software Licensing & Supply	80.00
100-64-5400	Contract Services - General	75.00
100-72-5320	Travel & Training	282.88
100-72-5400	Contract Services - General	5,100.00
100-72-5740	General Supplies	64.49
100-73-5320	Travel & Training	8.00
100-73-5740	General Supplies	77.31



## Account Summary

Account Number	Account Name	Payment Amount
100-74-5400	Contract Services - General	3,132.50
100-74-5540	Vehicle Maintenance	96.00
100-74-5570	Software Licensing & Supply	607.82
100-74-5740	General Supplies	50.26
100-75-5560	Repair & Maintenance Svcs	1,941.81
100-75-5721	Special Department Supply	81.67
100-76-5400	Contract Services - General	46.01
100-76-5420	Professional Services General	3,656.38
100-76-5740	Supplies	342.29
100-81-5400	Contract Services - General	2,351.37
100-81-5570	Software Licensing & Supply	6,390.00
100-81-5740	General Supplies	75.92
100-82-5400	Contract Services - General	3,380.00
100-82-5540	Vehicle Maintenance Event/	26.00
100-82-5723	Program Costs Contract	387.93
100-91-5400	Services - General Comm	3,190.00
100-91-5595	Inter-Dept Charge General	104.74
100-91-5740	Supplies	23.19
100-92-5400	Contract Services - General	2,326.88
100-92-5730	Uniforms	16.38
100-92-5740	General Supplies	821.01
100-93-5400	Contract Services - General	15,754.39
100-93-5425	TMDL Watershed Professional	675.00
100-93-5525	Street Sweeping Services	11,937.60
100-94-5400	Contract Services - General	1,220.00
100-94-5730	Uniforms	20.98
100-95-5721	Special Dept Supplies-Graffiti	616.71
100-95-5730	Uniforms	86.10
202-40-5671	Bus Fare Subsidy	24.00
260-40-5400	Contract Services - General	2,400.00
400-21150	Retention Payable	-8,880.68
400-40-5894	Street Capital Improvements	8,480.00
400-40-5895	Park Capital Improvements	178,469.26
500-10200	Water Operating Account	658.86
500-21150	Retention Payable	-13,780.91
500-40-5400	Contract Services - General	2,472.55
500-40-5560	Repair & Maintenance Svcs	43,694.39
500-40-5721	Special Department Supply	2,506.51
500-40-5730	Uniforms	103.17
500-40-5740	General Supplies	297.31
500-40-5840	Capital Outlay	299,365.72
601-40-5400	Contract Services - General	270.98

**Account Summary**

Account Number	Account Name	Payment Amount
601-40-5540	Vehicle Maintenance	173.46
601-40-5721	Vehicle Supplies	364.16
601-40-5730	Uniforms	7.87
601-40-5754	Fuel Purchases	638.41
801-22160	Dvlpr Dep-Regency 3100	111,250.00
<b>Grand Total:</b>		<b>784,055.31</b>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	287,737.28
40.18002	750.00
6049	37.50
6059	478.50
6060	18.75
6064	4,176.00
6068	37.50
6069	478.50
6078	37.50
6095	86.25
6148	37.50
6149	18.75
6150	37.50
6154	37.50
6158	172.50
6159	18.75
80.15002.PK.204	855.70
80.15002.RMC.240	177,613.56
90.18003.RMRA.238	8,480.00
905	561.00
9061	43.50
9063	57.00
9064	391.50
9071	435.00
9072	228.00
908	179.01
909	222.00
911	1,463.04
95.18011.WTR.500	299,365.72
<b>Grand Total:</b>	<b>784,055.31</b>

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 12/23/2021 - 12/23/2021

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 8218 - BEST BEST &amp; KRIEGER LLP</b>							
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-23530	Deposits-Community Develop	31.80
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-23530	Deposits-Community Develop	-247.21
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-23530	Deposits-Community Develop	1.80
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-23530	Deposits-Community Develop	31.20
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-23530	Deposits-Community Develop	-1,392.61
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-23560	Deposits-Public Works	-3.71
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-34-4600	Administrative Fee (CD)	262.50
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-34-4900	Administrative Fee (PW)	0.62
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-43-5410	Legal Services	-359.04
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-44-5410	Legal Services	-380.34
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-46-5400	Contract Services - General	-8.86
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-46-5410	Legal Services	-528.00
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-47-5410	Legal Services	353.24
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-47-5840	Capital Outlay	-10.05
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-53-5410	Legal Services	-323.97
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-61-5410	Legal Services	55.81
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-61-5410	Legal Services	21.23
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-62-5400	Contract Services - General	40.78
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-62-5410	Legal Services	-1.34
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-63-5410	Legal Services	-0.12
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-64-5410	Legal Services	4.66
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-74-5410	Legal Services	-1,596.52
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-82-5410	Legal Services	-172.80
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-91-5410	Legal Services	160.02
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	100-93-5410	Legal Services	-81.28
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	223-40-5400	Contract Services - General	-0.52
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	260-40-5400	Contract Services - General	12.74
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	400-40-5894	Street Capital Improvements	-35.13
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	400-40-5894	Street Capital Improvements	2.50
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	400-40-5894	Street Capital Improvements	1.50
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	400-40-5894	Street Capital Improvements	2.27
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	400-40-5895	Park Capital Improvements	4.33
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	400-40-5897	Storm Water Capital Improve	-1,637.50
101732	12/23/2021	12212021	12/21/2021	BBK RATE RECONCILIATION	500-40-5410	Legal Services	16.00
101732	12/23/2021	909476	07/07/2021	LEGAL SVCS: CONTRACTS - POLICE	100-74-5410	Legal Services	330.00

Warrant Register						Payment Dates: 12/23/2021 - 12/23/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
101732	12/23/2021	909479	07/07/2021	LEGAL SVCS: CODE ENFORCEMENT - POLICE SVC	100-74-5410	Legal Services	4,650.60
101732	12/23/2021	909479	07/07/2021	LEGAL SVCS: CODE ENFORCEMENT - POLICE SVC	100-91-5410	Legal Services	946.00
101732	12/23/2021	913183	08/30/2021	LEGAL SVCS: LITIGATION	100-74-5410	Legal Services	1,085.00
101732	12/23/2021	916986	10/12/2021	LEGAL SVCS: GENERAL LEGAL SVCS	100-44-5410	Legal Services	8,074.00
101732	12/23/2021	916995	10/12/2021	LEGAL SVCS: CONTRACTS - COMMUNITY SVCS	100-82-5410	Legal Services	308.00
101732	12/23/2021	916998	10/12/2021	LEGAL SVCS: CODE ENFORCEMENT CODE UPDATE	100-62-5400	Contract Services - General	1,540.00
101732	12/23/2021	917006	10/12/2021	LEGAL SVCS: COMMUNITY SVCS	100-82-5410	Legal Services	22.00
101732	12/23/2021	921699	12/03/2021	LEGAL SVCS: GENERAL LEGAL SVCS	100-43-5410	Legal Services	67.50
101732	12/23/2021	921699	12/03/2021	LEGAL SVCS: GENERAL LEGAL SVCS	100-44-5410	Legal Services	3,330.00
101732	12/23/2021	921699	12/03/2021	LEGAL SVCS: GENERAL LEGAL SVCS	100-61-5410	Legal Services	22.50
101732	12/23/2021	921700	12/03/2021	LEGAL SVCS: PUBLIC RECORDS ACT / HANDLED BY ARC	100-74-5410	Legal Services	1,881.00
101732	12/23/2021	921701	12/03/2021	LEGAL SVCS: PLANNING AND DEVELOPMENT SVCS	100-47-5410	Legal Services	517.50
101732	12/23/2021	921701	12/03/2021	LEGAL SVCS: PLANNING AND DEVELOPMENT SVCS	100-61-5410	Legal Services	8,715.00
101732	12/23/2021	921701	12/03/2021	LEGAL SVCS: PLANNING AND DEVELOPMENT SVCS	100-61-5410	Legal Services	630.00
101732	12/23/2021	921701	12/03/2021	LEGAL SVCS: PLANNING AND DEVELOPMENT SVCS	400-40-5895	Park Capital Improvements	652.50
101732	12/23/2021	921702	12/03/2021	LEGAL SVCS: CITY CLERK	100-43-5410	Legal Services	360.00
101732	12/23/2021	921702	12/03/2021	LEGAL SVCS: CITY CLERK	100-44-5410	Legal Services	135.00
101732	12/23/2021	921702	12/03/2021	LEGAL SVCS: CITY CLERK	100-61-5410	Legal Services	447.00
101732	12/23/2021	921703	12/03/2021	LEGAL SVCS: CONTRACTS	100-46-5410	Legal Services	22.50
101732	12/23/2021	921703	12/03/2021	LEGAL SVCS: CONTRACTS	100-91-5410	Legal Services	55.50
101732	12/23/2021	921704	12/03/2021	LEGAL SVCS: CONTRACTS - COMMUNITY DEVELOPMENT	100-82-5410	Legal Services	115.50
101732	12/23/2021	921705	12/03/2021	LEGAL SVCS: CONTRACTS - POLICE	100-74-5410	Legal Services	508.50
101732	12/23/2021	921706	12/03/2021	LEGAL SVCS: CONTRACTS - PUBLIC WORKS	100-91-5410	Legal Services	360.00
101732	12/23/2021	921707	12/03/2021	LEGAL SVCS: PUBLIC WORKS	100-62-5400	Contract Services - General	1,935.00
101732	12/23/2021	921707	12/03/2021	LEGAL SVCS: PUBLIC WORKS	100-91-5410	Legal Services	45.00
101732	12/23/2021	921707	12/03/2021	LEGAL SVCS: PUBLIC WORKS	260-40-5400	Contract Services - General	1,080.00
101732	12/23/2021	921708	12/03/2021	LEGAL SVCS: CODE ENFORCEMENT - POLICE SVC	100-74-5410	Legal Services	121.50

Warrant Register						Payment Dates: 12/23/2021 - 12/23/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
101732	12/23/2021	921709	12/03/2021	LEGAL SVCS: CODE ENFORCEMENT CODE UPDATE	100-62-5400	Contract Services - General	22.50
101732	12/23/2021	921710	12/03/2021	LEGAL SVCS: CITY ACQUISITION	100-47-5840	Capital Outlay	270.00
101732	12/23/2021	921711	12/03/2021	LEGAL SVCS: BUBALO	400-40-5897	Storm Water Capital Improve	3,932.50
101732	12/23/2021	921712	12/03/2021	LEGAL SVCS: WALNUT INDUSTRIAL	100-23530	Deposits-Community Develop	10,917.00
101732	12/23/2021	921712	12/03/2021	LEGAL SVCS: WALNUT INDUSTRIAL	100-23530	Deposits-Community Develop	2,183.40
101732	12/23/2021	921712	12/03/2021	LEGAL SVCS: WALNUT INDUSTRIAL	100-34-4600	Administrative Fee (CD)	-2,183.40
101732	12/23/2021	921712	12/03/2021	LEGAL SVCS: WALNUT INDUSTRIAL	100-61-5410	Legal Services	1,190.00
101732	12/23/2021	921712	12/03/2021	LEGAL SVCS: WALNUT INDUSTRIAL	100-61-5410	Legal Services	5,390.00
101732	12/23/2021	921713	12/03/2021	LEGAL SVCS: COMMUNITY SVCS	100-82-5410	Legal Services	877.50
101732	12/23/2021	921714	12/03/2021	LEGAL SVCS: ECONOMIC DEVELOPMENT	100-47-5410	Legal Services	1,867.50
101732	12/23/2021	921714	12/03/2021	LEGAL SVCS: ECONOMIC DEVELOPMENT	100-47-5840	Capital Outlay	67.50
101732	12/23/2021	921715	12/03/2021	LEGAL SVCS: FINANCE	100-53-5410	Legal Services	22.50
101732	12/23/2021	921716	12/03/2021	LEGAL SVCS: LABOR AND EMPLOYMENT	100-46-5410	Legal Services	2,762.50
						<b>Vendor 8218 - BEST BEST &amp; KRIEGER LLP Total:</b>	<b>59,500.60</b>
<b>Vendor: 0556 - CALIFORNIA JPIA</b>							
101733	12/23/2021	PRIM01959-2	05/14/2021	INSURANCE: SECOND INSTALLMENT FY 21/22	100-16000	Inventory & Prepayments	1,004,813.00
101733	12/23/2021	PROP02133	11/16/2021	SUPPLEMENTAL PROPERTY INSURANCE: FY 21/22	100-16000	Inventory & Prepayments	91,627.00
						<b>Vendor 0556 - CALIFORNIA JPIA Total:</b>	<b>1,096,440.00</b>
<b>Vendor: 1560 - CARUSO FORD</b>							
101734	12/23/2021	5361204	11/23/2021	VEHICLE SUPPLIES UNIT #74111	601-40-5542	Vehicle Body Work Services	590.45
						<b>Vendor 1560 - CARUSO FORD Total:</b>	<b>590.45</b>
<b>Vendor: 5598 - ENCORE WELDING AND INDUSTRIAL SUPPLY, LLC</b>							
101735	12/23/2021	04129299	11/18/2021	PROPANE EXCHANGE: UNIT#41117	601-40-5754	Fuel Purchases	219.71
101735	12/23/2021	04129699	11/23/2021	PROPANE EXCHANGE: UNIT#41117	601-40-5754	Fuel Purchases	-112.21
						<b>Vendor 5598 - ENCORE WELDING AND INDUSTRIAL SUPPLY, LLC Total:</b>	<b>107.50</b>
<b>Vendor: 0130 - GALLS LLC</b>							
101736	12/23/2021	019845604	11/24/2021	UNIFORMS	100-72-5730	Uniforms	478.45
101736	12/23/2021	019845637	11/24/2021	UNIFORMS	100-72-5730	Uniforms	45.75

Warrant Register						Payment Dates: 12/23/2021 - 12/23/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
101736	12/23/2021	019845661	11/24/2021	UNIFORMS	100-72-5730	Uniforms	35.02
101736	12/23/2021	019879705	11/30/2021	UNIFORMS	100-72-5730	Uniforms	258.13
101736	12/23/2021	BC1500847	12/07/2021	UNIFORMS	100-72-5730	Uniforms	2,162.06
						<b>Vendor 0130 - GALLS LLC Total:</b>	<b>2,979.41</b>
<b>Vendor: 3863 - GEAN,JOHN</b>							
101737	12/23/2021	12142021	12/14/2021	VIDEO AND PROGRAMMING SVCS: DEC 2021	100-45-5630	Media Services	187.50
						<b>Vendor 3863 - GEAN,JOHN Total:</b>	<b>187.50</b>
<b>Vendor: 0225 - HACH COMPANY</b>							
101738	12/23/2021	12763255	11/24/2021	WATER DEPT SUPPLIES	500-40-5721	Special Department Supplies	432.44
						<b>Vendor 0225 - HACH COMPANY Total:</b>	<b>432.44</b>
<b>Vendor: 5386 - HEYDORN, HANNAH SHIN</b>							
101739	12/23/2021	12082021	12/08/2021	REIMBURSEMENT: EVENT SUPPLIES	100-44-5330	Meetings	124.50
						<b>Vendor 5386 - HEYDORN, HANNAH SHIN Total:</b>	<b>124.50</b>
<b>Vendor: 1613 - MERRIMAC ENERGY GROUP</b>							
101740	12/23/2021	2216334	12/08/2021	UNLEADED FUEL	601-40-5754	Fuel Purchases	15,394.00
						<b>Vendor 1613 - MERRIMAC ENERGY GROUP Total:</b>	<b>15,394.00</b>
<b>Vendor: 0477 - OCLC INC.</b>							
101741	12/23/2021	1000148394	08/01/2021	CATALOGING AND METADATA SUBSCRIPTION	100-81-5570	Software Licensing & Support	232.47
101741	12/23/2021	1000157880	09/01/2021	CATALOGING AND METADATA SUBSCRIPTION	100-81-5570	Software Licensing & Support	232.47
101741	12/23/2021	1000166244	10/01/2021	CATALOGING AND METADATA SUBSCRIPTION	100-81-5570	Software Licensing & Support	232.47
101741	12/23/2021	1000180388	12/01/2021	CATALOGING AND METADATA SUBSCRIPTION	100-81-5570	Software Licensing & Support	232.47
						<b>Vendor 0477 - OCLC INC. Total:</b>	<b>929.88</b>
<b>Vendor: 8186 - ONSIGHT MARKETING GROUP</b>							
101742	12/23/2021	150115	09/01/2021	MEMORIAL CARE ADVERTISING: SEP 2021	100-47-5400	Contract Services - General	3,150.00
						<b>Vendor 8186 - ONSIGHT MARKETING GROUP Total:</b>	<b>3,150.00</b>
<b>Vendor: 0294 - PARS</b>							
101743	12/23/2021	49487	12/08/2021	PARS FEES: OCT 2021	100-51-5400	Contract Services - General	157.15
						<b>Vendor 0294 - PARS Total:</b>	<b>157.15</b>
<b>Vendor: 0399 - SIGNAL TRIBUNE,THE</b>							
101744	12/23/2021	57871	12/03/2021	PUBLICATION SVCS: NOTICE PUBLISHING	100-61-5630	Media Services	506.52
						<b>Vendor 0399 - SIGNAL TRIBUNE,THE Total:</b>	<b>506.52</b>

Warrant Register						Payment Dates: 12/23/2021 - 12/23/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 8337 - STEVE A. FILARSKY, ATTORNEY AT LAW							
101745	12/23/2021	11302021	11/30/2021	LEGAL SVCS: NOV 2021	100-46-5410	Legal Services	852.50
Vendor 8337 - STEVE A. FILARSKY, ATTORNEY AT LAW Total:							852.50
Vendor: 1701 - TOTAL NETWORK SOLUTIONS							
101746	12/23/2021	124053	11/29/2021	IT SVCS: 12/1 - 12/31/21	100-52-5440	Technology Technical Services	7,615.13
101746	12/23/2021	124053	11/29/2021	IT SVCS: 12/1 - 12/31/21	100-52-5725	Software	3,680.00
101746	12/23/2021	124053	11/29/2021	IT SVCS: 12/1 - 12/31/21	100-74-5440	IT Services	7,615.12
Vendor 1701 - TOTAL NETWORK SOLUTIONS Total:							18,910.25
Vendor: 6826 - U.S. BANK - INVESTMENTS							
101747	12/23/2021	6339000	11/24/2021	WATER BONDS	500-45-5420	Professional Services	2,000.00
Vendor 6826 - U.S. BANK - INVESTMENTS Total:							2,000.00
Grand Total:							1,202,262.70



## Report Summary

## Fund Summary

Fund	Payment Amount
100 - General Fund	1,179,707.12
223 - Housing Authority Special Revenue Fund	-0.52
260 - Lighting and Landscape	1,092.74
400 - Capital Improvement	2,922.97
500 - Water Operations Fund	2,448.44
601 - Vehicle and Equipment	16,091.95
<b>Grand Total:</b>	<b>1,202,262.70</b>

## Account Summary

Account Number	Account Name	Payment Amount
100-16000	Inventory & Prepayments	1,096,440.00
100-23530	Deposits-Community Dev	11,525.38
100-23560	Deposits-Public Works	-3.71
100-34-4600	Administrative Fee (CD)	-1,920.90
100-34-4900	Administrative Fee (PW)	0.62
100-43-5410	Legal Services	68.46
100-44-5330	Meetings	124.50
100-44-5410	Legal Services	11,158.66
100-45-5630	Media Services	187.50
100-46-5400	Contract Services - General	-8.86
100-46-5410	Legal Services	3,109.50
100-47-5400	Contract Services - General	3,150.00
100-47-5410	Legal Services	2,738.24
100-47-5840	Capital Outlay	327.45
100-51-5400	Contract Services - General	157.15
100-52-5440	Technology Technical Svcs	7,615.13
100-52-5725	Software	3,680.00
100-53-5410	Legal Services	-301.47
100-61-5410	Legal Services	16,471.54
100-61-5630	Media Services	506.52
100-62-5400	Contract Services - General	3,538.28
100-62-5410	Legal Services	-1.34
100-63-5410	Legal Services	-0.12
100-64-5410	Legal Services	4.66
100-72-5730	Uniforms	2,979.41
100-74-5410	Legal Services	6,980.08
100-74-5440	IT Services	7,615.12
100-81-5570	Software Licensing & Supply	929.88
100-82-5410	Legal Services	1,150.20
100-91-5410	Legal Services	1,566.52

**Account Summary**

Account Number	Account Name	Payment Amount
100-93-5410	Legal Services	-81.28
223-40-5400	Contract Services - General	-0.52
260-40-5400	Contract Services - General	1,092.74
400-40-5894	Street Capital Improve	-28.86
400-40-5895	Park Capital Improvements	656.83
400-40-5897	Storm Water Capital Improve	2,295.00
500-40-5410	Legal Services	16.00
500-40-5721	Special Department Supply	432.44
500-45-5420	Professional Services	2,000.00
601-40-5542	Vehicle Body Work Services	590.45
601-40-5754	Fuel Purchases	15,501.50
<b>Grand Total:</b>		<b>1,202,262.70</b>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	1,180,139.83
600	447.00
601	1,211.23
602	6,020.00
6022	31.20
6028	1.80
6049	13,132.20
6055	-1,392.61
6157	-247.21
80.15002.PK.204	652.50
90.18003.ATP.240	2.50
90.18003.RMRA.238	-35.13
90.19010B	2,295.00
90.20007.MSM.237	1.50
90.21008.PK.204	4.33
90.22008	2.27
9069	-3.71
<b>Grand Total:</b>	<b>1,202,262.70</b>

Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

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Dated

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Finance Director

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City Manager



City of Signal Hill

Warrant Register

By Vendor Name

Payment Dates 12/9/2021 - 12/9/2021

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 1318 - PITNEY BOWES GLOBAL FINANCIAL SRVCS LLC							
DFT0006968	12/09/2021	11112021	11/11/2021	POSTAGE REFILL	100-51-5720	Postage	2,020.99
Vendor 1318 - PITNEY BOWES GLOBAL FINANCIAL SRVCS LLC Total:							2,020.99
Grand Total:							2,020.99

Report Summary

Fund Summary		Payment Amount
Fund		
100 - General Fund		2,020.99
Grand Total:		2,020.99

Account Summary		Payment Amount
Account Number	Account Name	
100-51-5720	Postage	2,020.99
Grand Total:		2,020.99

Project Account Summary		Payment Amount
Project Account Key		
**None**		2,020.99
Grand Total:		2,020.99

Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

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Finance Director

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City Manager



City of Signal Hill

## Warrant Register

By Vendor Name

Payment Dates 12/15/2021 - 12/15/2021

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 7313 - CITY OF SIGNAL HILL</b>							
DFT0007047	12/15/2021	11302021	12/15/2021	MONTHLY WATER CHARGES - NOV 2021	100-47-5512	Utility Services	19.90
DFT0007047	12/15/2021	11302021	12/15/2021	MONTHLY WATER CHARGES - NOV 2021	100-92-5512	Utility Services	4,319.47
DFT0007047	12/15/2021	11302021	12/15/2021	MONTHLY WATER CHARGES - NOV 2021	100-94-5512	Utility Services	12,115.59
DFT0007047	12/15/2021	11302021	12/15/2021	MONTHLY WATER CHARGES - NOV 2021	260-40-5512	Utility Services	907.15
DFT0007047	12/15/2021	11302021	12/15/2021	MONTHLY WATER CHARGES - NOV 2021	500-40-5512	Utility Services	215.57
<b>Vendor 7313 - CITY OF SIGNAL HILL Total:</b>							<b>17,577.68</b>
<b>Grand Total:</b>							<b>17,577.68</b>

Report Summary

Fund Summary		
Fund		Payment Amount
100 - General Fund		16,454.96
260 - Lighting and Landscape		907.15
500 - Water Operations Fund		215.57
Grand Total:		17,577.68

Account Summary		
Account Number	Account Name	Payment Amount
100-47-5512	Utility Services	19.90
100-92-5512	Utility Services	4,319.47
100-94-5512	Utility Services	12,115.59
260-40-5512	Utility Services	907.15
500-40-5512	Utility Services	215.57
Grand Total:		17,577.68

Project Account Summary		
Project Account Key		Payment Amount
**None**		17,577.68
Grand Total:		17,577.68



Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

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Dated

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Finance Director

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City Manager



City of Signal Hill

## Warrant Register

By Vendor Name

Payment Dates 12/15/2021 - 12/15/2021

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 0464 - SOUTHERN CALIFORNIA EDISON</b>							
DFT0007033	12/15/2021	1712 12/02/2021	12/02/2021	ELECTRIC SERVICE	100-47-5512	Utility Services	18.36
DFT0007034	12/15/2021	7593 12/01/2021	12/01/2021	ELECTRIC SERVICE	100-47-5512	Utility Services	1,880.24
DFT0007041	12/15/2021	9065 12/01/2021	12/01/2021	ELECTRIC SERVICE	500-40-5512	Utility Services	2,211.70
DFT0007042	12/15/2021	3727 12/01/2021	12/01/2021	ELECTRIC SERVICE	100-95-5510	Electricity	240.77
DFT0007043	12/15/2021	9772 11/30/2021	11/30/2021	ELECTRIC SERVICE	500-40-5512	Utility Services	102.65
DFT0007043	12/15/2021	9772 11/30/2021	11/30/2021	ELECTRIC SERVICE	500-40-5512	Utility Services	4,756.95
DFT0007044	12/15/2021	1906 12/02/2021	12/02/2021	ELECTRIC SERVICE	100-92-5512	Utility Services	6,817.90
DFT0007045	12/15/2021	5674 12/01/2021	12/01/2021	ELECTRIC SERVICE	100-95-5510	Electricity	766.18
DFT0007046	12/15/2021	5165 12/01/2021	12/01/2021	ELECTRIC SERVICE	100-92-5512	Utility Services	3,116.85
<b>Vendor 0464 - SOUTHERN CALIFORNIA EDISON Total:</b>							<b>19,911.60</b>
<b>Grand Total:</b>							<b>19,911.60</b>

Report Summary

Fund Summary		
Fund		Payment Amount
100 - General Fund		12,840.30
500 - Water Operations Fund		7,071.30
Grand Total:		19,911.60

Account Summary		
Account Number	Account Name	Payment Amount
100-47-5512	Utility Services	1,898.60
100-92-5512	Utility Services	9,934.75
100-95-5510	Electricity	1,006.95
500-40-5512	Utility Services	7,071.30
Grand Total:		19,911.60

Project Account Summary		
Project Account Key		Payment Amount
**None**		19,911.60
Grand Total:		19,911.60

Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

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Dated

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Finance Director

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City Manager



City of Signal Hill

## Warrant Register

By Vendor Name

Payment Dates 1/4/2022 - 1/4/2022

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 0464 - SOUTHERN CALIFORNIA EDISON</b>							
DFT0007113	01/04/2022	7593 12/29/21	12/29/2021	ELECTRIC SERVICE	100-47-5512	Utility Services	1,676.26
DFT0007114	01/04/2022	5165 12/30/21	12/30/2021	ELECTRIC SERVICE	100-92-5512	Utility Services	3,125.24
DFT0007115	01/04/2022	9065 12/30/21	12/30/2021	ELECTRIC SERVICE	500-40-5512	Utility Services	1,615.37
DFT0007116	01/04/2022	9772 12/27/21	12/27/2021	ELECTRIC SERVICE	100-92-5512	Utility Services	11,167.88
DFT0007116	01/04/2022	9772 12/27/21	12/27/2021	ELECTRIC SERVICE	100-94-5512	Utility Services	528.84
DFT0007116	01/04/2022	9772 12/27/21	12/27/2021	ELECTRIC SERVICE	100-95-5510	Electricity	13,821.27
DFT0007116	01/04/2022	9772 12/27/21	12/27/2021	ELECTRIC SERVICE	100-95-5512	Utility Services	1,043.36
DFT0007116	01/04/2022	9772 12/27/21	12/27/2021	ELECTRIC SERVICE	260-40-5512	Utility Services	134.60
DFT0007116	01/04/2022	9772 12/27/21	12/27/2021	ELECTRIC SERVICE	500-40-5512	Utility Services	13,151.22
<b>Vendor 0464 - SOUTHERN CALIFORNIA EDISON Total:</b>							<b>46,264.04</b>
<b>Grand Total:</b>							<b>46,264.04</b>

Report Summary

Fund Summary	
Fund	Payment Amount
100 - General Fund	31,362.85
260 - Lighting and Landscape	134.60
500 - Water Operations Fund	14,766.59
Grand Total:	46,264.04

Account Summary		
Account Number	Account Name	Payment Amount
100-47-5512	Utility Services	1,676.26
100-92-5512	Utility Services	14,293.12
100-94-5512	Utility Services	528.84
100-95-5510	Electricity	13,821.27
100-95-5512	Utility Services	1,043.36
260-40-5512	Utility Services	134.60
500-40-5512	Utility Services	14,766.59
Grand Total:		46,264.04

Project Account Summary	
Project Account Key	Payment Amount
**None**	46,264.04
Grand Total:	46,264.04

Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

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Dated

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Finance Director

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City Manager



City of Signal Hill

## Warrant Register

By Vendor Name

Payment Dates 12/17/2021 - 12/17/2021

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 0992 - ROBINETT,RUSSELL</b>							
101715	12/17/2021	12282021	12/17/2021	RENTPAYMENTS: JAN 2022	100-47-5551	Rental of Land & Buildings Exp	623.58
101715	12/17/2021	12282021	12/17/2021	RENTPAYMENTS: JAN 2022	100-47-5551	Rental of Land & Buildings Exp	652.08
101715	12/17/2021	12282021	12/17/2021	RENTPAYMENTS: JAN 2022	100-47-5551	Rental of Land & Buildings Exp	695.58
101715	12/17/2021	12282021	12/17/2021	RENTPAYMENTS: JAN 2022	100-47-5551	Rental of Land & Buildings Exp	927.42
101715	12/17/2021	12282021	12/17/2021	RENTPAYMENTS: JAN 2022	100-47-5551	Rental of Land & Buildings Exp	929.00
101715	12/17/2021	12282021	12/17/2021	RENTPAYMENTS: JAN 2022	100-47-5551	Rental of Land & Buildings Exp	930.08
101715	12/17/2021	12282021	12/17/2021	RENTPAYMENTS: JAN 2022	100-47-5551	Rental of Land & Buildings Exp	1,275.17
101715	12/17/2021	12282021	12/17/2021	RENTPAYMENTS: JAN 2022	100-47-5551	Rental of Land & Buildings Exp	3,341.42
101715	12/17/2021	12282021	12/17/2021	RENTPAYMENTS: JAN 2022	100-47-5551	Rental of Land & Buildings Exp	3,574.42
101715	12/17/2021	12282021	12/17/2021	RENTPAYMENTS: JAN 2022	100-47-5551	Rental of Land & Buildings Exp	5,946.67
101715	12/17/2021	12282021	12/17/2021	RENTPAYMENTS: JAN 2022	100-47-5551	Rental of Land & Buildings Exp	22,233.33
<b>Vendor 0992 - ROBINETT,RUSSELL Total:</b>							<b>41,128.75</b>
<b>Grand Total:</b>							<b>41,128.75</b>



Report Summary

Fund Summary		
Fund		Payment Amount
100 - General Fund		41,128.75
	Grand Total:	41,128.75

Account Summary		
Account Number	Account Name	Payment Amount
100-47-5551	Rental of Land & Buildings Exp	41,128.75
	Grand Total:	41,128.75

Project Account Summary		
Project Account Key		Payment Amount
**None**		41,128.75
	Grand Total:	41,128.75

Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

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Dated

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Finance Director

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City Manager



City of Signal Hill

## Warrant Register

By Vendor Name

Payment Dates 12/8/2021 - 12/8/2021

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 5657 - Wells Fargo Bank, N.A. (114)</b>							
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-41-5323	Council Development - Woods	294.82
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-41-5323	Council Development - Woods	46.30
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-41-5323	Council Development - Woods	287.50
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-41-5324	Council Development - Jones	50.00
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-41-5330	Meetings	46.29
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-41-5330	Meetings	287.50
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-41-5330	Meetings	294.82
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-41-5511	Telephone	225.79
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-44-5330	Meetings	68.82
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-44-5340	Books & Periodicals	16.00
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-44-5340	Books & Periodicals	53.53
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-45-5630	Media Services	29.00
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-45-5630	Media Services	29.00
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-45-5630	Media Services	45.00
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-45-5630	Media Services	22.50
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-45-5630	Media Services	169.93
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-45-5630	Media Services	29.99
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-46-5320	Travel & Training	375.00
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-46-5721	Special Department Supplies	30.00

Warrant Register						Payment Dates: 12/8/2021 - 12/8/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-47-5400	Contract Services - General	35.00
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	126.07
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	71.35
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	72.52
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	73.98
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	58.97
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	3,582.11
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	208.09
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	69.30
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	39.99
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	191.18
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	58.97
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	58.97
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	79.64
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	54.37
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	46.25
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	46.25
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	152.54
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	191.09
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	58.97
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	202.59
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	3,064.61
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	334.32

Warrant Register						Payment Dates: 12/8/2021 - 12/8/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	755.14
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	14.87
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5511	Telephone/Internet	898.31
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5635	COVID-19 Emergency Reimburse	14.99
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5635	COVID-19 Emergency Reimburse	14.99
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5635	COVID-19 Emergency Reimburse	14.99
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-51-5635	COVID-19 Emergency Reimburse	54.99
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-61-5330	Meetings	113.63
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-62-5740	General Supplies	17.95
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-71-5740	General Supplies	44.09
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-72-5511	Telephone	718.38
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-72-5511	Telephone	646.25
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-72-5721	Special Department Supplies	-13.94
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-72-5721	Special Department Supplies	497.72
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-72-5740	General Supplies	101.26
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-72-5740	General Supplies	2.89
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-72-5740	General Supplies	2.89
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-72-5740	General Supplies	23.11
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-73-5740	General Supplies	99.15
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-74-5540	Vehicle Maintenance	19.99
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-74-5750	Gasoline, Oil, & Tires	113.06
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-75-5320	Travel & Training	15.00
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5630	Media Services	15.90

Warrant Register						Payment Dates: 12/8/2021 - 12/8/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5721	Special Department Supplies	19.80
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5721	Special Department Supplies	14.29
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5721	Special Department Supplies	-14.29
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5721	Special Department Supplies	39.63
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5721	Special Department Supplies	-1.10
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5721	Special Department Supplies	14.32
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5721	Special Department Supplies	-16.53
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5721	Special Department Supplies	22.04
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5721	Special Department Supplies	25.31
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5721	Special Department Supplies	17.63
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5723	Event/Program Costs	93.69
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5723	Event/Program Costs	69.95
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5723	Event/Program Costs	43.94
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5723	Event/Program Costs	126.00
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5723	Event/Program Costs	22.47
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5723	Event/Program Costs	17.63
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5740	General Supplies	45.45
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5740	General Supplies	-45.45
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5740	General Supplies	52.90
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-81-5740	General Supplies	15.42
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5310	Dues & Memberships	150.00
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5630	Media Services	95.92
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	227.73

Warrant Register						Payment Dates: 12/8/2021 - 12/8/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	441.01
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	76.39
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	79.36
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	221.05
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	580.60
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	516.60
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	99.20
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	863.92
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	768.64
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	143.24
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	109.70
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	109.70
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	190.80
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	250.59
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	-659.58
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	67.45
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	69.90
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	20.27
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	33.28
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	20.88
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	31.93
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	35.28
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	14.31

Warrant Register						Payment Dates: 12/8/2021 - 12/8/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	33.94
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	59.67
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5723	Event/Program Costs	4.21
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5730	Uniforms	330.75
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5730	Uniforms	325.24
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5740	General Supplies	231.39
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5740	General Supplies	66.15
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5740	General Supplies	21.88
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-82-5740	General Supplies	31.23
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-83-5511	Telephone	147.13
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-83-5723	Event/Program Costs	31.02
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-83-5723	Event/Program Costs	168.64
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-83-5723	Event/Program Costs	28.11
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-83-5723	Event/Program Costs	32.45
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-83-5723	Event/Program Costs	21.94
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-83-5723	Event/Program Costs	39.01
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-83-5723	Event/Program Costs	47.38
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-83-5723	Event/Program Costs	19.83
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-83-5723	Event/Program Costs	88.51
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-83-5723	Event/Program Costs	76.99
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-83-5723	Event/Program Costs	16.48
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-83-5723	Event/Program Costs	15.13
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-83-5723	Event/Program Costs	81.40



Warrant Register						Payment Dates: 12/8/2021 - 12/8/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-83-5740	General Supplies	19.83
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-91-5330	Meetings	24.48
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-91-5330	Meetings	35.02
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-91-5511	Telephone	2,751.42
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-91-5511	Telephone	766.08
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-91-5740	General Supplies	45.85
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-92-5740	General Supplies	19.36
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-92-5740	General Supplies	319.20
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-92-5740	General Supplies	-131.89
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-92-5740	General Supplies	21.92
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-92-5740	General Supplies	21.32
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-92-5740	General Supplies	27.45
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-92-5740	General Supplies	49.58
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-92-5740	General Supplies	133.66
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-92-5740	General Supplies	47.13
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-92-5740	General Supplies	46.24
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-94-5740	General Supplies	22.60
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-94-5740	General Supplies	198.42
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-94-5740	General Supplies	73.26
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-94-5740	General Supplies	55.10
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-94-5740	General Supplies	10.96
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-94-5740	General Supplies	82.47
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-94-5740	General Supplies	33.04

Warrant Register						Payment Dates: 12/8/2021 - 12/8/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-95-5721	Special Dept Supplies-Graffiti	224.73
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-95-5740	General Supplies	17.61
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-95-5740	General Supplies	84.88
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	100-95-5740	General Supplies	268.25
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	201-40-5723	Food Distribution Costs	2,120.09
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	201-40-5723	Food Distribution Costs	1,476.92
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	400-40-5895	Park Capital Improvements	4,000.00
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	500-23163	Wellness Deposit	21.13
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	500-23163	Wellness Deposit	28.47
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	500-40-5320	Travel & Training	900.00
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	500-40-5320	Travel & Training	350.00
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	500-40-5320	Travel & Training	450.00
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	500-40-5320	Travel & Training	350.00
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	500-40-5511	Telephone/Data	810.73
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	500-40-5740	General Supplies	27.55
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	500-40-5740	General Supplies	63.33
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	500-40-5740	General Supplies	83.14
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	500-40-5740	General Supplies	59.99
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	500-40-5740	General Supplies	176.39
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	500-40-5740	General Supplies	124.98
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	500-40-5740	General Supplies	27.00
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	500-40-5740	General Supplies	167.24
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	500-40-5740	General Supplies	80.99

Warrant Register						Payment Dates: 12/8/2021 - 12/8/2021	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	500-40-5740	General Supplies	6.99
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	500-40-5740	General Supplies	7.16
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	601-40-5540	Vehicle Maintenance	1,528.43
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	601-40-5540	Vehicle Maintenance	1,736.31
DFT0007048	12/08/2021	11302021	12/08/2021	P-CARD WF STATMENT: NOV 2021	601-40-5721	Vehicle Supplies	95.23
						Vendor 5657 - Wells Fargo Bank, N.A. (114) Total:	42,464.32
						Grand Total:	42,464.32

## Report Summary

## Fund Summary

Fund	Payment Amount
100 - General Fund	27,772.25
201 - HCDA Grant	3,597.01
400 - Capital Improvement	4,000.00
500 - Water Operations Fund	3,735.09
601 - Vehicle and Equipment	3,359.97
<b>Grand Total:</b>	<b>42,464.32</b>

## Account Summary

Account Number	Account Name	Payment Amount
100-41-5323	Council Development - Woods	628.62
100-41-5324	Council Development - Jones	50.00
100-41-5330	Meetings	628.61
100-41-5511	Telephone	225.79
100-44-5330	Meetings	68.82
100-44-5340	Books & Periodicals	69.53
100-45-5630	Media Services	325.42
100-46-5320	Travel & Training	375.00
100-46-5721	Special Department Supply	30.00
100-47-5400	Contract Services - General	35.00
100-51-5511	Telephone/Internet	10,510.45
100-51-5635	COVID-19 Emergency Reimburse	99.96
100-61-5330	Meetings	113.63
100-62-5740	General Supplies	17.95
100-71-5740	General Supplies	44.09
100-72-5511	Telephone	1,364.63
100-72-5721	Special Department Supply	483.78
100-72-5740	General Supplies	130.15
100-73-5740	General Supplies	99.15
100-74-5540	Vehicle Maintenance	19.99
100-74-5750	Gasoline, Oil, & Tires	113.06
100-75-5320	Travel & Training	15.00
100-81-5630	Media Services	15.90
100-81-5721	Special Department Supply	121.10
100-81-5723	Event/Program Costs	373.68
100-81-5740	General Supplies	68.32
100-82-5310	Dues & Memberships	150.00
100-82-5630	Media Services	95.92
100-82-5723	Event/Program Costs	4,410.07
100-82-5730	Uniforms	655.99
100-82-5740	General Supplies	350.65

**Account Summary**

<b>Account Number</b>	<b>Account Name</b>	<b>Payment Amount</b>
100-83-5511	Telephone	147.13
100-83-5723	Event/Program Costs	666.89
100-83-5740	General Supplies	19.83
100-91-5330	Meetings	59.50
100-91-5511	Telephone	3,517.50
100-91-5740	General Supplies	45.85
100-92-5740	General Supplies	553.97
100-94-5740	General Supplies	475.85
100-95-5721	Special Dept Supplies-Graffiti	224.73
100-95-5740	General Supplies	370.74
201-40-5723	Food Distribution Costs	3,597.01
400-40-5895	Park Capital Improvements	4,000.00
500-23163	Wellness Deposit	49.60
500-40-5320	Travel & Training	2,050.00
500-40-5511	Telephone/Data	810.73
500-40-5740	General Supplies	824.76
601-40-5540	Vehicle Maintenance	3,264.74
601-40-5721	Vehicle Supplies	95.23
<b>Grand Total:</b>		<b>42,464.32</b>

**Project Account Summary**

<b>Project Account Key</b>	<b>Payment Amount</b>
**None**	34,817.71
5005	49.60
80.15002.R.PkDev	4,000.00
8201A	3,597.01
<b>Grand Total:</b>	<b>42,464.32</b>

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 1/11/2022 - 1/11/2022

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 4695 - ADMINISTRATIVE SERVICE CO-OP</b>							
114416	01/11/2022	113020	11/30/2021	DIAL A TAXI SERVICES: NOV 2021	202-40-5674	Dial-A-Taxi	30.00
<b>Vendor 4695 - ADMINISTRATIVE SERVICE CO-OP Total:</b>							<b>30.00</b>
<b>Vendor: 8527 - BLACK BIRD FIRE PROTECTION, INC.</b>							
114417	01/11/2022	12387	12/10/2021	PROFESSIONAL SVCS	100-92-5740	General Supplies	1,119.04
114417	01/11/2022	12388	12/10/2021	PROFESSIONAL SVCS	100-92-5740	General Supplies	799.31
114417	01/11/2022	12390	12/10/2021	PROFESSIONAL SVCS	100-92-5400	Contract Services - General	349.63
<b>Vendor 8527 - BLACK BIRD FIRE PROTECTION, INC. Total:</b>							<b>2,267.98</b>
<b>Vendor: 1306 - CALIF MUNICIPAL TREASURERS ASC</b>							
114418	01/11/2022	200003436	12/07/2021	PUBLIC FUNDS INVESTING ESSENTIALS	100-53-5320	Travel & Training	150.00
<b>Vendor 1306 - CALIF MUNICIPAL TREASURERS ASC Total:</b>							<b>150.00</b>
<b>Vendor: 8554 - CALIFORNIA HIGHWAY PATROL</b>							
114419	01/11/2022	10082021	10/08/2021	ICI VEHICLE THEFT: ANDREW LOPEZ	100-73-5320	Travel & Training	247.00
<b>Vendor 8554 - CALIFORNIA HIGHWAY PATROL Total:</b>							<b>247.00</b>
<b>Vendor: 0407 - CALPERS</b>							
114420	01/11/2022	1000000166552551	12/17/2021	REPLACEMENT BENEFIT FUND	100-51-5230	Retirement Contributions	6,811.68
<b>Vendor 0407 - CALPERS Total:</b>							<b>6,811.68</b>
<b>Vendor: 7315 - CAL-STATE AUTO PARTS INC</b>							
114421	01/11/2022	747133	12/13/2021	VEHICLE SUPPLIES	601-40-5750	Gasoline, Oil, & Tires	1,464.14
<b>Vendor 7315 - CAL-STATE AUTO PARTS INC Total:</b>							<b>1,464.14</b>
<b>Vendor: 8274 - CANON SOLUTIONS AMERICA INC</b>							
114422	01/11/2022	27800951	12/12/2021	COPIER LEASE: DEC 2021	100-51-5552	Rental/Lease of Equipment	1,561.97
<b>Vendor 8274 - CANON SOLUTIONS AMERICA INC Total:</b>							<b>1,561.97</b>
<b>Vendor: 0111 - CENTRAL BASIN MUNI WATER DIST</b>							
114423	01/11/2022	SH-NOV21	12/15/2021	WATER AND SVCS CHARGES: NOV 2021	500-40-5780	Water Supply Costs	123,739.21
<b>Vendor 0111 - CENTRAL BASIN MUNI WATER DIST Total:</b>							<b>123,739.21</b>
<b>Vendor: 5431 - CINTAS CORPORATION</b>							
114424	01/11/2022	4104521260	12/14/2021	UNIFORMS	100-92-5730	Uniforms	8.13
114424	01/11/2022	4104521260	12/14/2021	UNIFORMS	100-94-5730	Uniforms	10.41
114424	01/11/2022	4104521260	12/14/2021	UNIFORMS	100-95-5730	Uniforms	42.73
114424	01/11/2022	4104521260	12/14/2021	UNIFORMS	500-40-5730	Uniforms	51.21

Warrant Register						Payment Dates: 1/11/2022 - 1/11/2022	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
114424	01/11/2022	4104521260	12/14/2021	UNIFORMS	601-40-5730	Uniforms	3.91
114424	01/11/2022	4105254349	12/21/2021	UNIFORMS	100-92-5730	Uniforms	15.94
114424	01/11/2022	4105254349	12/21/2021	UNIFORMS	100-94-5730	Uniforms	20.40
114424	01/11/2022	4105254349	12/21/2021	UNIFORMS	100-95-5730	Uniforms	83.71
114424	01/11/2022	4105254349	12/21/2021	UNIFORMS	500-40-5730	Uniforms	100.34
114424	01/11/2022	4105254349	12/21/2021	UNIFORMS	601-40-5730	Uniforms	7.66
Vendor 5431 - CINTAS CORPORATION Total:							344.44
Vendor: 0336 - CONSERVATION CORP OF LB							
114425	01/11/2022	7666	10/01/2021	CLEAN UP & MAINT BUS STOPS: 202-40-5400 OCT 2021		Contract Services - General	1,739.36
114425	01/11/2022	7667	10/01/2021	CLEAN UP & MAINT CHERRY / WILLOW: OCT 2021	100-93-5400	Contract Services - General	869.40
114425	01/11/2022	7686	11/01/2021	CLEAN UP & MAINT BUS STOPS: 202-40-5400 NOV 2021		Contract Services - General	1,941.25
114425	01/11/2022	7687	11/01/2021	CLEAN UP & MAINT CHERRY / WILLOW: NOV 2021	100-93-5400	Contract Services - General	1,071.23
Vendor 0336 - CONSERVATION CORP OF LB Total:							5,621.24
Vendor: 1882 - DOTY BROTHERS							
114426	01/11/2022	74064	10/12/2021	EMERGENCY WATER REPAIR	500-40-5560	Repair & Maintenance Services	5,084.70
Vendor 1882 - DOTY BROTHERS Total:							5,084.70
Vendor: 0190 - FEDEX							
114427	01/11/2022	7-601-54926	12/17/2021	MAILING SVCS	500-40-5400	Contract Services - General	17.97
Vendor 0190 - FEDEX Total:							17.97
Vendor: 1661 - GONSALVES & SON,JOE A.							
114428	01/11/2022	159529	12/16/2021	STATE LEGISLATIVE ADVOCACY: JAN 2022	100-45-5400	Contract Services - General	4,000.00
Vendor 1661 - GONSALVES & SON,JOE A. Total:							4,000.00
Vendor: 0856 - HARBOR CHEVROLET							
114429	01/11/2022	16063005	09/07/2021	VEHICLE SUPPLIES UNIT#72818	601-40-5540	Vehicle Maintenance	451.78
114429	01/11/2022	16065810	11/09/2021	VEHICLE SUPPLIES UNIT#72818	601-40-5540	Vehicle Maintenance	290.33
Vendor 0856 - HARBOR CHEVROLET Total:							742.11
Vendor: 5649 - HINDERLITER, de LLAMAS & ASSOCIATES							
114430	01/11/2022	SIN013662	12/16/2021	AUDIT SVCS: TRANSACTION TAX FY 21-22 QTR 2	100-53-5420	Professional Services	600.00
Vendor 5649 - HINDERLITER, de LLAMAS & ASSOCIATES Total:							600.00
Vendor: 2902 - LONG BEACH WATER DEPARTMENT							
114431	01/11/2022	49904	11/30/2021	RESERVOIR PARK RECLAIM WATER: 10/20 - 11/16/21	100-94-5512	Utility Services	1,356.21
Vendor 2902 - LONG BEACH WATER DEPARTMENT Total:							1,356.21



Warrant Register						Payment Dates: 1/11/2022 - 1/11/2022	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 8256 - MNRO HOLDINGS, LLC</b>							
114432	01/11/2022	113236	12/15/2021	VEHICLE: TIRE RECYCLING FEE	601-40-5750	Gasoline, Oil, & Tires	29.99
114432	01/11/2022	123491	12/15/2021	VEHICLE: NEW TIRES	601-40-5750	Gasoline, Oil, & Tires	1,483.38
<b>Vendor 8256 - MNRO HOLDINGS, LLC Total:</b>							<b>1,513.37</b>
<b>Vendor: 4862 - NAPA AUTO PARTS</b>							
114433	01/11/2022	5157-416423	12/13/2021	VEHICLE SUPPLIES UNIT#40700	601-40-5540	Vehicle Maintenance	21.27
<b>Vendor 4862 - NAPA AUTO PARTS Total:</b>							<b>21.27</b>
<b>Vendor: 5090 - NOBLE, STEVEN</b>							
114434	01/11/2022	12222021	12/22/2021	REIMBURSEMENT: ICI MANAGEMENT / SUPERVISION	100-73-5320	Travel & Training	166.56
<b>Vendor 5090 - NOBLE, STEVEN Total:</b>							<b>166.56</b>
<b>Vendor: 5635 - NV5 INC</b>							
114435	01/11/2022	247457	12/15/2021	2022-2023 LLMD ENGINEER'S REPORT: NOV 2021	260-40-5400	Contract Services - General	6,375.00
<b>Vendor 5635 - NV5 INC Total:</b>							<b>6,375.00</b>
<b>Vendor: 0170 - OFFICE DEPOT</b>							
114436	01/11/2022	213782106002	12/17/2021	OFFICE SUPPLIES	100-53-5740	General Supplies	53.67
114436	01/11/2022	215794056001	12/10/2021	OFFICE SUPPLIES	100-82-5740	General Supplies	18.51
114436	01/11/2022	215847568001	12/09/2021	OFFICE SUPPLIES	100-82-5740	General Supplies	74.66
114436	01/11/2022	217054792001	12/15/2021	OFFICE SUPPLIES	100-45-5740	General Supplies	25.59
114436	01/11/2022	217054792001	12/15/2021	OFFICE SUPPLIES	100-51-5710	Office Supplies	56.16
114436	01/11/2022	217444733001	12/15/2021	OFFICE SUPPLIES	100-53-5740	General Supplies	61.80
<b>Vendor 0170 - OFFICE DEPOT Total:</b>							<b>290.39</b>
<b>Vendor: 6822 - PAMELA VM HUGHES</b>							
114437	01/11/2022	12242021	12/24/2021	PARKS AND REC COMMISSIONER: 2ND QTR	100-82-5150	Commission Meeting Attenda...	225.00
<b>Vendor 6822 - PAMELA VM HUGHES Total:</b>							<b>225.00</b>
<b>Vendor: 8405 - PETER JOSEPH BUCKNAM</b>							
114438	01/11/2022	375-01.01	12/06/2021	PAVEMENT MANAGEMENT: NOV 2021	100-91-5423	Engineering Services	958.00
<b>Vendor 8405 - PETER JOSEPH BUCKNAM Total:</b>							<b>958.00</b>
<b>Vendor: 1685 - PRUDENTIAL OVERALL SUPPLY</b>							
114439	01/11/2022	42684823	12/14/2021	FLEET SHOP TOWEL RENTAL	601-40-5400	Contract Services - General	48.66
<b>Vendor 1685 - PRUDENTIAL OVERALL SUPPLY Total:</b>							<b>48.66</b>
<b>Vendor: 5538 - ROGERS, TERESA ANN</b>							
114440	01/11/2022	12242021	12/24/2021	PARKS AND REC COMMISSIONER: 2ND QTR	100-82-5150	Commission Meeting Attenda...	225.00
<b>Vendor 5538 - ROGERS, TERESA ANN Total:</b>							<b>225.00</b>

Warrant Register						Payment Dates: 1/11/2022 - 1/11/2022	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 1602 - RON'S MAINTENANCE INC.</b>							
114441	01/11/2022	345	12/13/2021	CATCH BASIN CLEANING	100-93-5400	Contract Services - General	5,300.00
<b>Vendor 1602 - RON'S MAINTENANCE INC. Total:</b>							<b>5,300.00</b>
<b>Vendor: 3508 - S &amp; J SUPPLY CO INC</b>							
114442	01/11/2022	S100184430.001	12/13/2021	WATER DEPT SUPPLIES	500-40-5740	General Supplies	2,311.45
<b>Vendor 3508 - S &amp; J SUPPLY CO INC Total:</b>							<b>2,311.45</b>
<b>Vendor: 5677 - SHOETERIA</b>							
114443	01/11/2022	0028507-IN	11/30/2021	BOOTS: MATTHEW TRYON	500-40-5730	Uniforms	130.29
<b>Vendor 5677 - SHOETERIA Total:</b>							<b>130.29</b>
<b>Vendor: 5557 - SIERRA ANALYTICAL LABS INC</b>							
114444	01/11/2022	1L07010-	12/07/2021	WATER ANALYSIS	500-40-5400	Contract Services - General	327.00
114444	01/11/2022	1L07011-	12/07/2021	WATER ANALYSIS	500-40-5400	Contract Services - General	400.00
114444	01/11/2022	1L07012-	12/07/2021	WATER ANALYSIS	500-40-5400	Contract Services - General	261.00
114444	01/11/2022	1L20011-	12/20/2021	WATER ANALYSIS	500-40-5400	Contract Services - General	505.00
114444	01/11/2022	1L21003-	12/21/2021	WATER ANALYSIS	500-40-5400	Contract Services - General	385.00
<b>Vendor 5557 - SIERRA ANALYTICAL LABS INC Total:</b>							<b>1,878.00</b>
<b>Vendor: 0353 - SIGNAL HILL AUTOMOTIVE &amp; TIRE</b>							
114445	01/11/2022	106535	12/17/2021	VEHICLE SMOG CHECK UNIT#72412	601-40-5540	Vehicle Maintenance	60.00
<b>Vendor 0353 - SIGNAL HILL AUTOMOTIVE &amp; TIRE Total:</b>							<b>60.00</b>
<b>Vendor: 0460 - SMITH PAINT</b>							
114446	01/11/2022	858147	12/09/2021	PUBLIC WORKS SUPPLIES	100-94-5740	General Supplies	170.59
<b>Vendor 0460 - SMITH PAINT Total:</b>							<b>170.59</b>
<b>Vendor: 0237 - UNIVERSITY TROPHIES</b>							
114447	01/11/2022	54569	12/03/2021	ENGRAVING SVCS	100-46-5350	Employee Recognition	102.87
<b>Vendor 0237 - UNIVERSITY TROPHIES Total:</b>							<b>102.87</b>
<b>Vendor: 4842 - USA BLUEBOOK</b>							
114448	01/11/2022	801623	11/23/2021	WATER DEPT SUPPLIES	500-40-5740	General Supplies	56.89
114448	01/11/2022	804348	11/29/2021	WATER DEPT SUPPLIES	500-40-5740	General Supplies	111.51
114448	01/11/2022	804432	11/29/2021	WATER DEPT SUPPLIES	500-40-5740	General Supplies	33.89
114448	01/11/2022	804548	11/29/2021	WATER DEPT SUPPLIES	500-40-5740	General Supplies	59.22
114448	01/11/2022	805347	11/30/2021	WATER DEPT SUPPLIES	500-40-5740	General Supplies	652.66
<b>Vendor 4842 - USA BLUEBOOK Total:</b>							<b>914.17</b>
<b>Vendor: 1751 - VIDIFLO LLC</b>							
114449	01/11/2022	I21121501	12/15/2021	PROFESSIONAL SVCS	100-45-5630	Media Services	425.00
<b>Vendor 1751 - VIDIFLO LLC Total:</b>							<b>425.00</b>
<b>Vendor: 1316 - WATER REPLENISHMENT DISTRICT</b>							
114450	01/11/2022	10312021	10/31/2021	GROUNDWATER REPLENISHMENT: OCT 2021	500-40-5780	Water Supply Costs	24,211.30
<b>Vendor 1316 - WATER REPLENISHMENT DISTRICT Total:</b>							<b>24,211.30</b>

Warrant Register						Payment Dates: 1/11/2022 - 1/11/2022	
Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
Vendor: 0169 - WEST COAST SAFETY SUPPLY CO							
114451	01/11/2022	3670614	07/01/2021	WATER DEPT SUPPLIES	500-40-5740	General Supplies	824.64
Vendor 0169 - WEST COAST SAFETY SUPPLY CO Total:							824.64
Vendor: 3889 - WEST COAST SAND & GRAVEL							
114452	01/11/2022	441801	12/01/2021	WATER DEPT SUPPLIES	500-40-5740	General Supplies	677.11
Vendor 3889 - WEST COAST SAND & GRAVEL Total:							677.11
Vendor: 8357 - YORK ENTERPRISES SOUTH INC							
114453	01/11/2022	5051534	12/21/2021	VEHICLE MAINT UNIT#20106	601-40-5721	Vehicle Supplies	426.89
Vendor 8357 - YORK ENTERPRISES SOUTH INC Total:							426.89
Grand Total:							201,294.21

## Report Summary

## Fund Summary

Fund	Payment Amount
100 - General Fund	26,980.20
202 - Transportation	3,710.61
260 - Lighting and Landscape	6,375.00
500 - Water Operations Fund	159,940.39
601 - Vehicle and Equipment	4,288.01
<b>Grand Total:</b>	<b>201,294.21</b>

## Account Summary

Account Number	Account Name	Payment Amount
100-45-5400	Contract Services - General	4,000.00
100-45-5630	Media Services	425.00
100-45-5740	General Supplies	25.59
100-46-5350	Employee Recognition	102.87
100-51-5230	Retirement Contributions	6,811.68
100-51-5552	Rental/Lease of Equipment	1,561.97
100-51-5710	Office Supplies	56.16
100-53-5320	Travel & Training	150.00
100-53-5420	Professional Services	600.00
100-53-5740	General Supplies	115.47
100-73-5320	Travel & Training	413.56
100-82-5150	Commission Meeting	450.00
100-82-5740	General Supplies	93.17
100-91-5423	Engineering Services	958.00
100-92-5400	Contract Services - General	349.63
100-92-5730	Uniforms	24.07
100-92-5740	General Supplies	1,918.35
100-93-5400	Contract Services - General	7,240.63
100-94-5512	Utility Services	1,356.21
100-94-5730	Uniforms	30.81
100-94-5740	General Supplies	170.59
100-95-5730	Uniforms	126.44
202-40-5400	Contract Services - General	3,680.61
202-40-5674	Dial-A-Taxi	30.00
260-40-5400	Contract Services - General	6,375.00
500-40-5400	Contract Services - General	1,895.97
500-40-5560	Repair & Maintenance Svcs	5,084.70
500-40-5730	Uniforms	281.84
500-40-5740	General Supplies	4,727.37
500-40-5780	Water Supply Costs	147,950.51
601-40-5400	Contract Services - General	48.66

Account Summary		
Account Number	Account Name	Payment Amount
601-40-5540	Vehicle Maintenance	823.38
601-40-5721	Vehicle Supplies	426.89
601-40-5730	Uniforms	11.57
601-40-5750	Gasoline, Oil, & Tires	2,977.51
Grand Total:		201,294.21

Project Account Summary		Payment Amount
Project Account Key		
**None**		199,416.21
905		1,878.00
Grand Total:		201,294.21

Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

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Dated

\_\_\_\_\_

Finance Director

\_\_\_\_\_

City Manager



City of Signal Hill

# Warrant Register

By Vendor Name

Payment Dates 1/12/2022 - 1/12/2022

Payment Number	Payment Date	Payable Number	Payable Date	Description (Payable)	Account Number	Account Name	Amount
<b>Vendor: 5699 - ANHORN, TIM</b>							
101754	01/12/2022	12242021	12/24/2021	PARKS AND REC COMMISSIONER: 2ND QTR	100-82-5150	Commission Meeting Attendance	225.00
<b>Vendor 5699 - ANHORN, TIM Total:</b>							<b>225.00</b>
<b>Vendor: 1412 - C.E.S.</b>							
101755	01/12/2022	4208-1004900	12/16/2021	PUBLIC WORKS SUPPLIES	100-92-5740	General Supplies	22.49
<b>Vendor 1412 - C.E.S. Total:</b>							<b>22.49</b>
<b>Vendor: 1194 - GRAINGER</b>							
101756	01/12/2022	9155050819	12/17/2021	PUBLIC WORKS SUPPLIES	100-94-5740	General Supplies	98.81
<b>Vendor 1194 - GRAINGER Total:</b>							<b>98.81</b>
<b>Vendor: 4276 - HANSEN, TINA</b>							
101757	01/12/2022	12172021	12/17/2021	REIMBURSEMENT: CELL PHONE 7/5/21 - 1/4/22	100-41-5511	Telephone	263.06
<b>Vendor 4276 - HANSEN, TINA Total:</b>							<b>263.06</b>
<b>Vendor: 5101 - KISS-LEE, CAROLINE</b>							
101758	01/12/2022	12242021	12/24/2021	PARKS AND REC COMMISSIONER: 2ND QTR	100-82-5150	Commission Meeting Attendance	225.00
<b>Vendor 5101 - KISS-LEE, CAROLINE Total:</b>							<b>225.00</b>
<b>Vendor: 5102 - LAUER, NANCY</b>							
101759	01/12/2022	12242021	12/24/2021	PARKS AND REC COMMISSIONER: 2ND QTR	100-82-5150	Commission Meeting Attendance	225.00
<b>Vendor 5102 - LAUER, NANCY Total:</b>							<b>225.00</b>
<b>Vendor: 0118 - SHELTERCLEAN SERVICES INC</b>							
101760	01/12/2022	694634	11/30/2021	SHELTER/BUS STOP MAINT: NOV 2021	202-40-5400	Contract Services - General	795.00
<b>Vendor 0118 - SHELTERCLEAN SERVICES INC Total:</b>							<b>795.00</b>
<b>Vendor: 1701 - TOTAL NETWORK SOLUTIONS</b>							
101761	01/12/2022	124103	12/16/2021	IT SUPPLIES: LOGITECH C615 WEBCAM	100-52-5721	Special Department Supplies	68.85
101761	01/12/2022	124103	12/16/2021	IT SUPPLIES: LOGITECH C615 WEBCAM	100-74-5721	Special Department Supplies	68.86
<b>Vendor 1701 - TOTAL NETWORK SOLUTIONS Total:</b>							<b>137.71</b>
<b>Grand Total:</b>							<b>1,992.07</b>

Report Summary

Fund Summary	
Fund	Payment Amount
100 - General Fund	1,197.07
202 - Transportation	795.00
Grand Total:	1,992.07

Account Summary		
Account Number	Account Name	Payment Amount
100-41-5511	Telephone	263.06
100-52-5721	Special Department Supply	68.85
100-74-5721	Special Department Supply	68.86
100-82-5150	Commission Meeting	675.00
100-92-5740	General Supplies	22.49
100-94-5740	General Supplies	98.81
202-40-5400	Contract Services - General	795.00
Grand Total:		1,992.07

Project Account Summary	
Project Account Key	Payment Amount
**None**	1,992.07
Grand Total:	1,992.07



Authorization Signatures

STAFF REPORT

Verify accuracy of the Warrant Register.

\_\_\_\_\_

Dated

\_\_\_\_\_

Finance Director

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City Manager



CITY OF SIGNAL HILL  
STAFF REPORT

2175 Cherry Avenue • Signal  
Hill, California 90755-3799

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1/11/2022

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**AGENDA ITEM**

**TO:**

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

**FROM:**

**HANNAH SHIN-HEYDORN  
CITY MANAGER**

**SUBJECT:**

**MINUTES OF THE FOLLOWING MEETINGS**

Summary:

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

Recommendation:

Approve.



## **MINUTES OF A REGULAR MEETING SIGNAL HILL CITY COUNCIL**

November 9, 2021

A Regular Meeting of the Signal Hill City Council was held via video/teleconference on November 9, 2021 pursuant to the provisions of Government Code Section 54953 (as amended by AB 361).

### **CALL TO ORDER – 5:04 P.M.**

### **ROLL CALL**

PRESENT: VICE MAYOR JONES  
COUNCIL MEMBER HANSEN  
COUNCIL MEMBER COPELAND  
COUNCIL MEMBER WOODS

ABSENT: MAYOR WILSON

### **CLOSED SESSION**

- a. A closed session was held pursuant to Government Code Section 54957 to conduct public employee appointment.

Title: Public Works Director

### **PUBLIC BUSINESS FROM THE FLOOR ON CLOSED SESSION ITEMS**

There was no public business from the floor.

### **RECESS TO CLOSED SESSION AT 5:05 P.M.**

Mayor Wilson entered closed session at 6:10 p.m.

### **RECONVENE REGULAR MEETING AT 7:04 P.M.**

Mayor Wilson asked City Manager to provide meeting participation options.

City Manager provided meeting participation options.

## **ROLL CALL**

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

ABSENT: NONE

## **PLEDGE OF ALLEGIANCE**

Mayor Wilson led the audience in the Pledge of Allegiance.

## **MAYOR'S ANNOUNCEMENT**

Mayor Wilson announced he will call upon Council Members, City Treasurer, and members of the public one-by-one for questions or comments and a roll call vote will be conducted for each agenda item for transparency and clarity.

## **CLOSED SESSION REPORT**

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

## **CITY MANAGER COMMENTED ON PUBLIC COMMENT PROCEDURE**

## **PUBLIC BUSINESS FROM THE FLOOR ON ITEMS NOT LISTED ON THE AGENDA**

There was no public business from the floor.

## **COMMUNITY ANNOUNCEMENTS**

Mayor Wilson made the following announcements:

Everyone 5 years and older is eligible for the COVID-19 vaccine. Make an appointment online at [myturn.ca.gov](https://myturn.ca.gov) or check with your healthcare provider or pharmacy. Learn more on our website at [cityofsignalhill.org/vaccineinfo](https://cityofsignalhill.org/vaccineinfo).

COVID-19 booster doses are also widely available to those who qualify. You are encouraged to get a booster dose at any location that offers COVID-19 vaccines.

Kids ages 5 to 11 are newly eligible to receive a special two-dose series of the Pfizer COVID-19 vaccine. Make an appointment on [myturn.ca.gov](https://myturn.ca.gov) or speak with your health care provider. Appointments are strongly encouraged for kids 5 to 11. Parents must be present at the time of immunization.

Changes to Signal Hill water meter rates and water usage rates will take effect starting January 1, 2022. Pursuant to the ordinance adopted in January 2020, the water rate will increase 12% beginning January 2022. We encourage all residents to sign up for automatic bill payments for your convenience. To get started, please call (562) 989-7315.

The Signal Hill Police Department is proud to support prostate cancer research and awareness and is participating in No-Shave November.

Active Adult Social Club Weekly Activities – Adults ages 55 are invited to join us for the following activities: Tuesday, November 16 is Chair Yoga at 10:00 a.m. on the Library Terrace; Tuesday, November 30 is Holiday Wreath Craft at 10:00 a.m. in the Library Community Room; Tuesday, December 7 is Senior Holiday Lunch and Bingo at 11:00 a.m. on the Library Terrace; and Tuesday, December 14 is Line Dancing at 10:00 a.m. in the Library Community Room. Call (562) 989-7323 for more information.

Annual Tree Lighting is Wednesday, December 1 at 5:30 p.m. at the Signal Hill Library. Call (562) 989-7330 for more information.

First Friday Book Club is Friday, December 3, from 11:30 a.m. to 12:30 p.m. Adults ages 18 and older are invited to join. Pre-registration is required to receive a copy of the book. Register by calling (562) 989-7323 or visiting the Library.

Holiday Sugar Cookie Decorating on Saturday, December 4, from 2:00 p.m. to 4:30 p.m. at the Signal Hill Library. Pre-registration and masks are required. Call (562) 989-7323 for more information.

Council Member Hansen asked a question regarding trash collection services.

City Manager addressed the question posed by Council Member Hansen.

Mayor Wilson asked a question regarding street sweeping services. City Manager will address the question later in the meeting while staff researches.

## **PRESENTATIONS**

- a. City Manager made a presentation about Long Beach Unified School District Redistricting 2021.

City Council and City Clerk commented and asked questions regarding the presentation.

City Manager addressed the question posed by City Council and City Clerk.

b. City Manager made a presentation about COVID-19-related community updates.

Mayor Wilson commented on the presentation.

City Manager addressed the question posed earlier by Mayor Wilson regarding street sweeping services.

## **PUBLIC HEARINGS**

### **a. Signal Hill Business Park**

City Clerk read the form of notice.

City Manager introduced Community Development Director, Planning Manager, and Associate Engineer who presented the staff report.

City Council asked questions regarding the Signal Hill Business Park project.

Community Development Director, Associate Engineer, and Bill Zimmerman, the City's contract Traffic Engineer addressed the questions posed by City Council.

Mayor Wilson opened the public hearing at 8:11 p.m.

Mayor Wilson invited the public to comment on the agenda item.

Steven Christie and Mary Hashem, project applicants and representatives of Xebec Realty, introduced themselves, thanked the City Council, and commented on the project.

Ray Lawson, Sam Salinsky, Steven Donahue, and Robert Rojas, members of Southwest Regional Council of Carpenters, commented on the project.

Mayor Wilson closed the public hearing at 8:24 p.m.

Council Member Woods asked questions regarding the project.

Associate Engineer and Community Development Director addressed the questions posed by Council Member Woods.

Council Member Copeland asked a question regarding the public comments.

Community Development Director and Mr. Christie addressed the question posed by Council Member Copeland.

Mayor Wilson and Vice Mayor Jones commented on the public comments.

It was moved by VICE MAYOR JONES and seconded by COUNCIL MEMBER HANSEN to waive further reading and adopt Resolution No. 2021-11-6644 adopting a Second Recirculated Mitigated Negative Declaration and a Mitigation Monitoring and Reporting Program under the California Environmental Quality Act for an industrial park and approving the Project; waive further reading and adopt Resolution No. 2021-11-6645 approving General Plan Amendment 21-01, to amend the General Plan Land Use Element and the Generalized Land Use Map to reclassify an approximate 2.56-acre portion of an 8.69-acre site at 2040 Walnut Avenue from "3.3, Commercial Office" to "4.1, Light Industrial", contingent on the City Council's adoption of the Second Recirculated Mitigated Negative Declaration for the Project; waive further reading and introduce Ordinance No. 2021-11-1529 approving Zoning Ordinance Amendment 21-02, amending the Official Zoning Map to change an approximate 2.56-acre portion of an 8.69-acre site at 2040 Walnut Avenue from Commercial Office (CO) to Light Industrial (LI), contingent on the City Council's adoption of the Second Recirculated Mitigated Negative Declaration for the Project; and waive further reading and adopt Resolution No. 2021-11-6646 declaring its intent to vacate a 15,684 square-foot section of E. 21st Street located between Walnut Avenue and Gundry Avenue (Street Vacation No. 2021-01), pursuant to California Streets and Highways Code Section 8300 et seq., excepting and reserving rights for public utilities, and directing the clerk to set a date, time and place for public hearing and to publish and post required notices.

City Attorney read the title of Resolution No. 2021-11-6644, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, ADOPTING A SECOND RECIRCULATED MITIGATED NEGATIVE DECLARATION AND A MITIGATION MONITORING AND REPORTING PROGRAM UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT FOR AN INDUSTRIAL PARK AND APPROVING THE PROJECT

City Attorney read the title of Resolution No. 2021-11-6645, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING GENERAL PLAN AMENDMENT 21-01, TO AMEND THE GENERAL PLAN LAND USE ELEMENT AND THE GENERALIZED LAND USE MAP TO RECLASSIFY AN APPROXIMATE 2.56-ACRE PORTION OF AN 8.69-ACRE SITE AT 2040 WALNUT AVENUE FROM "3.3, COMMERCIAL OFFICE" TO "4.1, LIGHT INDUSTRIAL", CONTINGENT ON THE CITY COUNCIL'S ADOPTION OF THE SECOND RECIRCULATED MITIGATED NEGATIVE DECLARATION FOR THE PROJECT

City Attorney read the title of Ordinance No. 2021-11-1529, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING ZONING ORDINANCE AMENDMENT 21-02, AMENDING THE OFFICIAL ZONING MAP TO CHANGE AN APPROXIMATE 2.56-ACRE PORTION OF AN 8.69-ACRE SITE AT 2040 WALNUT AVENUE FROM COMMERCIAL OFFICE (CO) TO LIGHT INDUSTRIAL (LI), CONTINGENT ON THE CITY COUNCIL'S ADOPTION OF THE SECOND RECIRCULATED MITIGATED NEGATIVE DECLARATION FOR THE PROJECT

City Attorney read the title of Resolution No. 2021-11-6646, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, DECLARING ITS INTENT TO VACATE A 15,684 SQUARE-FOOT SECTION OF E. 21ST STREET LOCATED BETWEEN WALNUT AVENUE AND GUNDRY AVENUE (STREET VACATION NO. 2021-01), PURSUANT TO CALIFORNIA STREETS AND HIGHWAYS CODE SECTION 8300 ET SEQ., EXCEPTING AND RESERVING RIGHTS FOR PUBLIC UTILITIES, AND DIRECTING THE CLERK TO SET A DATE, TIME AND PLACE FOR PUBLIC HEARING AND TO PUBLISH AND POST REQUIRED NOTICES

The following vote resulted:

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

NOES:       NONE

ABSENT:     NONE

ABSTAIN:    NONE

b. Resolutions Adopting the Urban Water Management Plan and Water Shortage Contingency Plan

City Clerk read the form of notice.

City Manager introduced Public Works Contracts Manager who presented the staff report.

Mayor Wilson asked questions regarding the proposed resolutions.

Public Works Contracts Manager, Water Systems Superintendent, and the City



Manager addressed the questions posed by Mayor Wilson.

Mayor Wilson opened the public hearing at 8:52 p.m.

Mayor Wilson invited the public to comment on the agenda item.

There was no public comment.

Mayor Wilson closed the public hearing at 8:53 p.m.

It was moved by COUNCIL MEMBER HANSEN and seconded by COUNCIL MEMBER WOODS to waive further reading and adopt Resolution No. 2021-11-6647 adopting the 2020 Urban Water Management Plan; and waive further reading and adopt Resolution No. 2021-11-6648 adopting the 2020 Water Shortage Contingency Plan.

City Attorney read the title of Resolution No. 2021-11-6647, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, ADOPTING THE 2020 URBAN WATER MANAGEMENT PLAN

City Attorney read the title of Resolution No. 2021-11-6648, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, ADOPTING THE 2020 WATER SHORTAGE CONTINGENCY PLAN

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

It was moved by COUNCIL MEMBER WOODS and seconded by COUNCIL MEMBER HANSEN to direct the City Manager or designee to submit the 2020 Urban Water Management and 2020 Water Shortage Contingency Plans to the Department of Water Resources.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

### **CITY MANAGER REPORTS**

#### **a. Appointment of Interim Chief of Police**

City Manager presented the staff report.

Mayor Wilson invited Carl D. Charles to speak.

Mr. Charles accepted the appointment of Interim Chief of Police and looks forward to serving the City.

City Council welcomed Mr. Charles and thanked Captain Leyn for serving in the position of Acting Police Chief.

It was moved by COUNCIL MEMBER HANSEN and seconded by COUNCIL MEMBER WOODS to determine an interim assignment to the vacant position of Chief of Police is a necessity for the secure, ongoing operations of the Police Department and that the position of Chief of Police requires specialized skills; appoint Carl D. Charles to a limited-term appointment as Interim Chief of Police to end on the date immediately preceding the date on which the permanent replacement for the vacant position of Chief of Police commences his or her employment or, if earlier, the date that this appointment is terminated by the City Council or Carl D. Charles, as being in the best interest of the City and the Police Department; authorize the City Manager or designee to enter into an employment agreement with Carl D. Charles as Interim Chief of Police; and waive further reading and adopt Resolution No. 2021-11-6649 appointing Carl D. Charles as the Interim Chief of Police under Government Code Section 21221(h).

City Attorney read the title of Resolution No. 2021-11-6649, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPOINTING CARL D. CHARLES AS THE INTERIM CHIEF OF POLICE UNDER GOVERNMENT CODE SECTION 21221(h)

The following vote resulted:

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

NOES:       NONE

ABSENT:    NONE

ABSTAIN:   NONE

b. Designating June 2 as Ron Settles Day of Remembrance and Related Memorial Signage

City Manager presented the staff report.

Mayor Wilson invited the public to comment on the agenda item.

Deputy City Manager read a letter of support from Harshan Jeyakumar, Signal Hill resident and Diversity Coalition Committee member, and a letter of support from the Diversity Coalition Committee (letters are attached to original minutes and available in the City Clerk's Office).

Juanita Matthews, Ron Settles Dedication Committee representative, thanked City Council for considering the agenda item.

Jude Landsman, member of the National Association for the Advancement of Colored People (NAACP) Boulder County Executive Committee, spoke in support of the agenda item.

Ms. Matthews requested annual recognition of June 2 as Ron Settles Day of Remembrance.

Council Member Woods asked a question regarding the fiscal impact.

City Manager addressed the question posed by Council Member Woods.

It was moved by VICE MAYOR JONES and seconded by COUNCIL MEMBER WOODS to recognize June 2 as Ron Settles Day of Remembrance on an annual basis and requested staff work towards placing a sign at the specific location where Ron Settles was stopped for a traffic violation.

The following vote resulted:

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

NOES:        NONE

ABSENT:     NONE

ABSTAIN:    NONE

Mayor Wilson commented on the Council actions.

c. Budget Adjustment Status Report

City Manager introduced Administrative Services Officer/Finance Director who presented the staff report.

Mayor Wilson asked questions regarding the budget adjustment status report.

Administrative Services Officer/Finance Director and City Manager addressed the questions posed by Mayor Wilson.

Mayor Wilson invited the public to comment on the agenda item.

There was no public comment.

It was moved by COUNCIL MEMBER WOODS and seconded by VICE MAYOR JONES to receive and file the report.

The following vote resulted:

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

NOES:       NONE

ABSENT:     NONE

ABSTAIN:    NONE

d. Consideration of Public Works Reorganization and Personnel Adjustments

City Manager presented the staff report.

Council Member Hansen and Council Member Woods asked questions regarding the Public Works reorganization and personnel adjustments.

City Manager addressed the questions posed by Council Member Hansen and Council Member Woods.

Mayor Wilson invited the public to comment on the agenda item.

There was no public comment.

Mayor Wilson and Council Member Woods commented on the Public Works reorganization and personnel adjustments.

It was moved by COUNCIL MEMBER WOODS and seconded by VICE MAYOR JONES to waive further reading and adopt Resolution No. 2021-11-6650 amending the adopted personnel summary by department for Fiscal Year 2021-22 reflecting updates to the Public Works Department; and waive further reading and adopt Resolution No. 2021-6651 amending the adopted budget and authorizing budget appropriations for Fiscal Year 2021-22.

City Attorney read the title of Resolution No. 2021-11-6650, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING THE ADOPTED PERSONNEL SUMMARY BY DEPARTMENT FOR FISCAL YEAR 2021-22 REFLECTING UPDATES TO THE PUBLIC WORKS DEPARTMENT

City Attorney read the title of Resolution No. 2021-11-6651, 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 2021-22

The following vote resulted:

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

NOES:       NONE

ABSENT:     NONE

ABSTAIN:    NONE

e. Display of Commemorative Flags

City Manager introduced Deputy City Manager who presented the staff report.

Council Member Hansen and Council Member Copeland asked questions regarding the proposed commemorative flag display schedule.

Deputy City Manager addressed the questions posed by Council Member Hansen and Council Member Copeland.

Mayor Wilson invited the public to comment on the agenda item.

There was no public comment.

City Council asked questions and discussed the proposed commemorative flag display schedule and provided staff with direction.

Deputy City Manager and City Manager addressed the questions posed by City Council.

It was moved by VICE MAYOR JONES and seconded by COUNCIL MEMBER WOODS to direct staff to return to a future City Council meeting with a resolution memorializing the commemorative flags to be displayed for calendar year 2022.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

**CHAIR WILSON CALLED THE CITY COUNCIL AS SUCCESSOR AGENCY TO ORDER AT 10:00 P.M.**

**ROLL CALL**

PRESENT: CHAIR WILSON  
VICE CHAIR JONES  
MEMBER COPELAND  
MEMBER HANSEN  
MEMBER WOODS

ABSENT: NONE

f. Resolution Amending the Manual of Procedural Guidelines for the Conduct of City Council and Constituent Body/Commission Meetings (Manual)

City Manager/Chief Administrative Officer presented the staff report.

City Council/Successor Agency, City Clerk, and City Treasurer asked questions regarding the Manual.

City Manager/Chief Administrative Officer and City Attorney/Agency Counsel addressed the questions posed by Council Member/Member Hansen, City Clerk, and City Treasurer.

City Council/Successor Agency discussed the Manual with City Attorney/Agency Counsel and City Manager/Chief Administrative Officer.

It was moved by COUNCIL MEMBER/MEMBER WOODS and seconded by VICE MAYOR/VICE CHAIR JONES to waive further reading and adopt joint Resolution No. 2021-11-6652 of the City Council and City Council as Successor Agency (as amended to remove Section 10.2 (b)) amending the Manual of

Procedural Guidelines for the Conduct of City Council and Constituent Body/Commission Meetings.

City Council/Successor Agency further discussed Sections 2.2 and 7.4 with the City Attorney/Agency Counsel and City Manager/Chief Administrative Officer.

It was moved by COUNCIL MEMBER/MEMBER WOODS and seconded by VICE MAYOR/VICE CHAIR JONES to amend previous motion made by COUNCIL MEMBER/MEMBER WOODS to also include amendment to Section 7.4 (a)(3).

A substitute motion was made by COUNCIL MEMBER/MEMBER COPELAND and seconded by MAYOR/CHAIR WILSON to include amendment to Section 2.2 (l).

The following vote resulted:

AYES: COUNCIL MEMBER/MEMBER COPELAND

NOES: MAYOR/CHAIR WILSON  
VICE MAYOR/VICE CHAIR JONES  
COUNCIL MEMBER/MEMBER HANSEN  
COUNCIL MEMBER/MEMBER WOODS

ABSENT: NONE

ABSTAIN: NONE

The substitute motion failed.

Mayor/Chair Wilson requested roll call vote of the original amended motion by Council Member/Member Woods.

Resolution No. 2021-11-6652 (as amended), entitled:

A JOINT RESOLUTION OF THE CITY COUNCIL AND CITY COUNCIL AS SUCCESSOR AGENCY OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING THE MANUAL OF PROCEDURAL GUIDELINES FOR THE CONDUCT OF CITY COUNCIL AND CONSTITUENT BODY/COMMISSION MEETINGS



The following vote resulted:

AYES: VICE MAYOR/VICE CHAIR JONES  
COUNCIL MEMBER/MEMBER COPELAND  
COUNCIL MEMBER/MEMBER HANSEN  
COUNCIL MEMBER/MEMBER WOODS

NOES: MAYOR/CHAIR WILSON

ABSENT: NONE

ABSTAIN: NONE

**CHAIR WILSON RECESSED THE CITY COUNCIL AS SUCCESSOR AGENCY AT 11:08 P.M.**

**CONSENT CALENDAR**

a. Amendment to Update the Hourly, Part-Time Salary Schedule

Summary: The City Council will consider an amendment to the part-time salary resolution that will update hourly, part-time salary ranges to comply with the California Fair Wage Act of 2016 and pay range adjustments of classifications to market median based on the City-wide salary surveys conducted earlier this year. The updated schedule will be effective January 1, 2022, the first day of the 2022 bi-weekly pay period.

Recommendations: 1. Waive further reading and adopt Resolution No. 2021-11-6653 amending salary ranges for hourly, part-time employees previously adopted by Resolution Number 2021-09-6637 to comply with the California Fair Wage Act of 2016 and repealing all prior resolutions. 2. Waive further reading and adopt Resolution No. 2021-11-6654 amending the adopted budget and authorizing budget appropriations for Fiscal Year 2021-22.

b. 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.

c. Warrant Register Dated November 9, 2021

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

Recommendation: Authorize payment of Warrant Register dated November 9, 2021.

d. Minutes of the Following Meeting

Regular Meeting of October 26, 2021.

Recommendation: Approve.

It was moved by COUNCIL MEMBER HANSEN and seconded by COUNCIL MEMBER COPELAND to approve the Consent Calendar.

The following vote resulted:

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

NOES:       NONE

ABSENT:     NONE

ABSTAIN:    NONE

**COUNCIL AGENDA--NEW BUSINESS**

Council Member Woods wished everyone a Happy Thanksgiving.

Mayor Wilson commented on former Long Beach Mayor Doris Topsy-Elvord's health; wished everyone a Happy Veteran's Day; wished his daughter Ashley Wilson a Happy Birthday; and announced he will be attending a special briefing on California Science Center exhibition "Angkor-The Lost Empire of Cambodia" on November 10.

#### **RECESS TO CLOSED SESSION AT 11:16 P.M.**

It was moved by COUNCIL MEMBER HANSEN and seconded by COUNCIL MEMBER WOODS to recess to closed session.

#### **RECONVENE REGULAR MEETING AT 11:54 P.M.**

#### **CLOSED SESSION REPORT**

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

#### **ADJOURNMENT**

It was moved by COUNCIL MEMBER 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, December 14, 2021, at 7:00 p.m. via video/teleconference. Instructions to participate in the meeting will be provided on the meeting agenda. There will be no regular meeting of the Signal Hill City Council on Tuesday, November 23, 2021.

The following vote resulted:

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

NOES: NONE

ABSENT: MAYOR WILSON

ABSTAIN: NONE

VICE MAYOR JONES adjourned the meeting at 11:55 p.m.

---

EDWARD H.J. WILSON  
MAYOR

Attest:

---

CARMEN R. BROOKS  
CITY CLERK



## **MINUTES OF A REGULAR MEETING SIGNAL HILL CITY COUNCIL**

December 14, 2021

A Regular Meeting of the Signal Hill City Council was held via video/teleconference on December 14, 2021 pursuant to the provisions of Government Code Section 54953 (as amended by AB 361).

### **CALL TO ORDER – 6:04 P.M.**

### **ROLL CALL**

PRESENT: VICE MAYOR JONES  
COUNCIL MEMBER HANSEN  
COUNCIL MEMBER COPELAND  
COUNCIL MEMBER WOODS

ABSENT: MAYOR WILSON

### **CLOSED SESSION**

- a. A closed session was held pursuant to Government Code Section 54957 to conduct public employee performance evaluation.

Title: City Manager

### **PUBLIC BUSINESS FROM THE FLOOR ON CLOSED SESSION ITEMS**

There was no public business from the floor.

### **RECESS TO CLOSED SESSION AT 6:05 P.M.**

Mayor Wilson entered closed session at 6:10 p.m.

### **RECONVENE REGULAR MEETING AT 7:13 P.M.**

Mayor Wilson asked City Manager to provide meeting participation options.

City Manager provided meeting participation options.

## **ROLL CALL**

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

ABSENT: NONE

## **PLEDGE OF ALLEGIANCE**

Mayor Wilson led the audience in the Pledge of Allegiance.

## **MAYOR'S ANNOUNCEMENT**

Mayor Wilson announced he will call upon Council Members, City Treasurer, and members of the public one-by-one for questions or comments and a roll call vote will be conducted for each agenda item for transparency and clarity.

## **CLOSED SESSION REPORT**

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

## **CITY MANAGER COMMENTED ON PUBLIC COMMENT PROCEDURE**

## **PUBLIC BUSINESS FROM THE FLOOR ON ITEMS NOT LISTED ON THE AGENDA**

There was no public business from the floor.

## **COMMUNITY ANNOUNCEMENTS**

Mayor Wilson made the following announcements:

Everyone 5 years and older is eligible for the COVID-19 vaccine. Make an appointment online at [myturn.ca.gov](https://myturn.ca.gov) or check with your healthcare provider or pharmacy. Learn more on our website at [cityofsignalhill.org/vaccineinfo](https://cityofsignalhill.org/vaccineinfo).

COVID-19 Booster Doses are also widely available to those who qualify. You are encouraged to get a booster dose at any location that offers COVID-19 vaccines.

Kids ages 5 to 11 are newly eligible to receive a special two-dose series of the Pfizer COVID-19 vaccine. Make an appointment on [myturn.ca.gov](https://myturn.ca.gov) or speak with your health care provider. Appointments are strongly encouraged for kids 5 to 11. Parents must be present at the time of immunization.

Changes to Signal Hill water meter rates and water usage rates will take effect starting January 1, 2022. Pursuant to the ordinance adopted in January 2020, the water rate will increase 12% beginning January 2022. We encourage all residents to sign up for automatic bill payments for your convenience. To get started, please call (562) 989-7315.

EDCO Holiday Tree Pickup from December 27 to January 1, 2022. Place trees on the curb on your regular trash pick-up day. Multi-family residents must call EDCO prior to their collection day to schedule tree pick-up. EDCO will also collect extra holiday related trash. For more information, call EDCO at (562) 587-0608.

There will be no service delays in trash pick-up services. If you have any questions, call EDCO at (562) 597-0608.

The Signal Hill Police Department is aware of the “Smash and Grab” robberies that have been occurring throughout the state and region. Please stay vigilant by being aware of your surroundings. Always secure your valuables and lock your vehicles. Report any suspicious activity immediately the Police Department by dialing 9-1-1 for emergencies or call 562-989-7201 for non-emergency assistance.

Mayor’s Reception on Thursday, December 16 at 6:00 p.m. at the Long Beach Fire Association Community Room, 2201 Cherry Avenue. The public is invited to attend to honor outgoing Mayor Ed Wilson for his service during the past year. RSVP by calling (562) 989-7330.

Active Adult Social Club on Tuesday, December 21 at 10:00 a.m. Adults 55 years and older are welcome to join us for a morning movie in the Library Community Room. Breakfast treats and coffee will be served. Free with limited seating. Call (562) 989-7330 for more information.

## **PRESENTATIONS**

- a. Mayor Wilson presented a proclamation to Ismael Salamanca, Director of Health Services representing Carlos Torres, Executive Director of the LGBTQ Center Long Beach in recognition of World AIDS Day on December 1.

Mr. Salamanca thanked City Council for the proclamation and spoke about World AIDS Day.

Vice Mayor Jones thanked Mr. Salamanca and the LGBTQ Center Long Beach for their work.

- b. American University of Health Sciences (AUHS) students, Mary Morcos, Troy Beck, Wivine Murray, and Somtochi Nwabueze, provided a presentation regarding a COVID-19 update.

City Council thanked AUHS students, commented and asked questions regarding the presentation.

AUHS students addressed the questions posed by City Council.

- c. Community Development Director provided a presentation on the Fall Mayor's Clean-Up Event.

Mayor Wilson commented on the presentation.

- d. Community Services Director provided a presentation on the Halloween Carnival and the Halloween on the Hill Community Scavenger Hunt.

City Clerk commented and asked a question regarding the presentation.

Community Services Director addressed the question posed by City Clerk.

- e. City Manager made a presentation about COVID-19-related community updates.

Mayor Wilson asked a question regarding the presentation.

City Manager addressed the question posed by Mayor Wilson.

## **CITY COUNCIL REORGANIZATION**

### **a. City Council Reorganization**

City Manager presented the staff report and turned the meeting over to City Clerk to preside over the selection of Mayor.

City Clerk declared nominations open for Mayor.

Council Member Hansen nominated Council Member Jones for Mayor.

It was moved by Council Member Wilson to close the nominations.

City Clerk declared nominations for Mayor are closed.

The following vote resulted:

COUNCIL MEMBER COPELAND:	COUNCIL MEMBER JONES
COUNCIL MEMBER HANSEN:	COUNCIL MEMBER JONES
COUNCIL MEMBER JONES:	COUNCIL MEMBER JONES
COUNCIL MEMBER WILSON:	COUNCIL MEMBER JONES
COUNCIL MEMBER WOODS:	COUNCIL MEMBER JONES

City Clerk declared Council Member Jones as the new Mayor.



Mayor Jones commented on the reorganization and declared nominations open for Vice Mayor.

Council Member Wilson nominated Council Member Hansen for Vice Mayor.

It was moved by Council Member Woods to close the nominations.

Mayor Jones declared nominations for Vice Mayor are closed.

The following vote resulted:

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

Mayor Jones declared Council Member Hansen as the new Vice Mayor.

Mayor Jones and Vice Mayor Hansen commented on the reorganization.

Mayor Jones read a proclamation on behalf of City Council to outgoing Mayor Wilson and announced that outgoing Mayor Wilson will be recognized at the Mayor's Reception on Thursday, December 16 at 6:00 p.m. at the Long Beach Fire Association Community Room.

City Council recognized Council Member Wilson and commented on his mayoral term.

Council Member Wilson thanked City Council, City Staff, and residents, and commented on his mayoral term.

City Clerk and City Treasurer recognized Council Member Wilson and commented on his mayoral term.

## **ORDINANCE**

- a. Second Reading and Adoption of Ordinance No. 2021-11-1529 Approving Zoning Ordinance Amendment 21-02 Amending the Official Zoning Map

City Manager presented the staff report.

Vice Mayor Hansen asked a question regarding resolutions and ordinances.

City Attorney addressed the question posed by Vice Mayor Hansen.

Mayor Jones invited the public to comment on the agenda item.

There was no public comment.

It was moved by VICE MAYOR HANSEN and seconded by COUNCIL MEMBER WOODS to waive further reading and adopt Ordinance No. 2021-11-1529 approving Zoning Ordinance Amendment 21-02, amending the Official Zoning Map to change an approximate 2.56-acre portion of an 8.69-acre site at 2040 Walnut Avenue from Commercial Office (CO) to Light Industrial (LI), contingent on the City Council's adoption of the Second Recirculated Mitigated Negative Declaration for the project.

City Attorney read the title of Ordinance No. 2021-11-1529, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING ZONING ORDINANCE AMENDMENT 21-02, AMENDING THE OFFICIAL ZONING MAP TO CHANGE AN APPROXIMATE 2.56-ACRE PORTION OF AN 8.69-ACRE SITE AT 2040 WALNUT AVENUE FROM COMMERCIAL OFFICE (CO) TO LIGHT INDUSTRIAL (LI), CONTINGENT ON THE CITY COUNCIL'S ADOPTION OF THE SECOND RECIRCULATED MITIGATED NEGATIVE DECLARATION FOR THE PROJECT

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

## **PUBLIC HEARING**

- a. Adoption of an Urgency Ordinance Amending the City of Signal Hill Municipal Code by Adding Chapter 18.26 Urban Lot Splits to Title 18 Subdivisions and Section 20.10.041 Two-Unit Projects to Chapter 20.10 Residential Districts of Title 20 Zoning

City Clerk read the form of notice.

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

City Manager commented on the urgency ordinance.

City Council asked questions regarding the urgency ordinance.

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

Mayor Jones opened the public hearing at 8:37 p.m.

Mayor Jones invited the public to speak in favor or against the proposed urgency ordinance.

There was no public comment.

Mayor Jones closed the public hearing at 8:38 p.m.

City Council commented on the urgency ordinance.

It was moved by COUNCIL MEMBER COPELAND and seconded by VICE MAYOR HANSEN to waive further reading and adopt Urgency Ordinance No. 2021-12-1530-U amending the City of Signal Hill Municipal Code by adding Chapter 18.26 Urban Lot Splits to Title 18 Subdivisions and Section 20.10.041 Two-Unit Projects to Chapter 20.10 Residential Districts of Title 20 Zoning and determining the ordinance to be exempt from CEQA.

City Attorney read the title of Urgency Ordinance No. 2021-12-1530-U, entitled:

AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING THE CITY OF SIGNAL HILL MUNICIPAL CODE BY ADDING CHAPTER 18.26 URBAN LOT SPLITS TO TITLE 18 SUBDIVISIONS AND SECTION 20.10.041 TWO-UNIT PROJECTS TO CHAPTER 20.10 RESIDENTIAL DISTRICTS OF TITLE 20 ZONING AND DETERMINING THE ORDINANCE TO BE EXEMPT FROM CEQA

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

## **CITY MANAGER REPORTS**

### **a. 2022 Commemorative Flag Display Schedule**

City Manager introduced Deputy City Manager and Community Services Director who presented the staff report.

Vice Mayor Hansen asked a question regarding the presentation.

Community Services Director addressed the question posed by Vice Mayor Hansen.

Council Member Wilson asked a question regarding the presentation.

Deputy City Manager addressed the question later in the meeting during City Council New Business.

After discussion, City Council provided staff with direction.

Mayor Jones invited the public to comment on the agenda item.

There was no public comment.

It was moved by COUNCIL MEMBER WOODS and seconded by COUNCIL MEMBER COPELAND to waive further reading and adopt Resolution No. 2021-12-6655 adopting the 2022 Commemorative Flag Display Schedule.

Resolution No. 2021-12-6655, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, ADOPTING THE 2022 COMMEMORATIVE FLAG DISPLAY SCHEDULE

The following vote resulted:

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

NOES:       COUNCIL MEMBER WILSON

ABSENT:    NONE

ABSTAIN:   NONE

b. Opting into Settlement Agreements with Distributors of Opioids, Amerisource Bergen, Cardinal Health, and McKesson, and Opioid Manufacturer Janssen (Owned by Johnson & Johnson)

City Manager presented the staff report.

Council Member Woods and Council Member Copeland asked questions regarding the presentation.

City Manager addressed the questions posed by Council Member Woods and Council Member Copeland.

Mayor Jones invited the public to comment on the agenda item.

There was no public comment.

Council Member Wilson commented on the settlement agreements.

It was moved by COUNCIL MEMBER COPELAND and seconded by COUNCIL MEMBER WILSON to opt into settlement agreement with opioid distributors, Amerisource Bergen, Cardinal Health, and McKesson, whereby the County of Los Angeles will receive the City's designated share of settlement funds and direct the City Manager to execute any documents necessary to implement the action; and opt into settlement agreement with opioid manufacturer, Janssen (owned by Johnson & Johnson), whereby the County of Los Angeles will receive the City's designated share of the settlement funds and direct the City Manager to execute any documents necessary to implement the action.

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. Public Works Contract with Sequel Contractors, Inc. for Spring Street Bicycle Lane Gap Closure Project (Project No. 90.18003)

City Manager introduced Public Works Contracts Manager who presented the staff report.

Mayor Jones invited the public to comment on the agenda item.

There was no public comment.

Council Member Wilson commented on the project.

It was moved by COUNCIL MEMBER WILSON and seconded by VICE MAYOR HANSEN to authorize the City Manager to enter into a Public Works Contract with Sequel Contractors, Inc. for construction of the Spring St. Project (Project No. 90.18003), for a term of 120 working days and a not-to-exceed contract amount of \$1,690,430 in a form approved by the City Attorney.

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. California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018, Per Capita Program

City Manager introduced Community Services Director and Community Services Manager who presented the staff report.

City Council asked questions regarding the presentation.

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

Mayor Jones invited the public to comment on the agenda item.

There was no public comment.

It was moved by COUNCIL MEMBER WOODS and seconded by COUNCIL MEMBER COPELAND to waive further reading and adopt Resolution No. 2021-12-6656, approving an application for Per Capita Grant funds; and authorize the Community Services Director to submit an application for grant funding through the State of California Department of Parks and Recreation for the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018, Per Capita Program.

City Attorney read the title of Resolution No. 2021-12-6656, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING AN APPLICATION FOR PER CAPITA GRANT FUNDS

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

### **CONSENT CALENDAR**

a. State of California – Office of Traffic Safety Selective Traffic Enforcement Program Grant

Summary: The City has been awarded a \$75,000 grant through the State of California Office of Traffic Safety (OTS) Selective Traffic Enforcement Program (STEP). The Interim Police Chief is seeking authorization to accept the grant. The grant will be used to offset Police Department costs to participate in public safety education and enforcement events.

Recommendation: Authorize the Interim Police Chief to accept grant funding through the OTS STEP Grant Program.

b. Contract Amendment Register Dated December 14, 2021

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.

Three contract amendments are being presented for City Council consideration. The amendments were prepared in a form approved by the City Attorney and are included as attachments *(to the original staff report)*.

Recommendation: Authorize the Contract Amendment Register dated December 14, 2021.

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 December 14, 2021

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

Recommendation: Authorize payment of Warrant Register dated December 14, 2021.



It was moved by COUNCIL MEMBER COPELAND and seconded by VICE MAYOR HANSEN 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

### **COUNCIL AGENDA--NEW BUSINESS**

Council Member Woods reported that she will be attending the Contract Cities Sacramento Legislative Tour January 10-12, 2022.

City Council wished everyone happy holidays and Happy New Year and reminded everyone to stay vigilant regarding COVID-19.

Vice Mayor Hansen shared her appreciation of Courtyard Care Center.

Mayor Jones commented on his first meeting as Mayor.

Deputy City Manager addressed the question posed earlier by Council Member Wilson regarding the 2022 Commemorative Flag Display Schedule presentation.

### **ADJOURNMENT**

It was moved by COUNCIL MEMBER WOODS and seconded by COUNCIL MEMBER COPELAND to adjourn tonight's meeting to the next regular meeting of the Signal Hill City Council to be held on Tuesday, January 11, 2022, at 7:00 p.m. via video/teleconference. Instructions to participate in the meeting will be provided on the meeting agenda. There will be no regular meeting of the Signal Hill City Council on Tuesday, December 28, 2021.

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 9:32 p.m.

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KEIR JONES  
MAYOR

Attest:

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CARMEN R. BROOKS  
CITY CLERK