



# CITY OF SIGNAL STAFF

2175 Cherry Avenue • Signal  
Hill, California 90755-3799

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12/9/2025

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## **AGENDA ITEM**

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

**FROM: CARLO TOMAINO  
CITY MANAGER**

**BY: CARLOS LUIS  
ACTING COMMUNITY DEVELOPMENT DIRECTOR**

**SUBJECT: ANNUAL REVIEW OF INSTITUTIONAL PERMITS**

### **Summary:**

The City of Signal Hill Municipal Code, Chapter 8.16, requires the City Council to conduct an annual review of institutional permits. A total of 5 businesses applied to renew their institutional permits for 2026. The 2026 applicants include Cole Vocational Services; Courtyard Care Center; Dungarvin California, LLC; Las Brisas Childcare Center; and Unlimited Quest. The City inspected all five businesses and completed a review of reports from County, State, and Federal Agency inspections. The existing businesses are currently operating in compliance with the municipal code, and review of other agency inspection reports yielded no violations. Staff recommends that the City Council adopt the resolution approving the renewal of five annual permits for the calendar year 2026.

### **Strategic Plan Goal(s):**

Goal No. 2 Community Safety: Maintain community safety by supporting public safety services and increasing emergency preparedness.

### **Recommendation:**

Adopt a resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA,  
APPROVING THE ANNUAL INSTITUTIONAL PERMITS FOR 2026 FOR COLE VOCATIONAL  
SERVICES, COURTYARD CARE CENTER, DUNGARVIN CALIFORNIA LLC, LAS BRISAS  
CHILDCARE CENTER, AND UNLIMITED QUEST

### **Fiscal Impact:**

While the institutional permit review process involved inspections and administrative staff time, the associated costs are minimal, in part offset by permit fees collected through this process.

### **Background:**

In accordance with Signal Hill Municipal Code 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 conducts an annual review and inspection of existing facilities to ensure operations are compliant with the Signal Hill Municipal Code (SHMC) and other agency requirements. There are five institutions who applied for permit renewal. The institutions provide services to elders, children, families, and adults with disabilities (Attachment A).

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. 27th 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, Ste A  
Business License: 12203829

Child Care 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.

#### Analysis:

The review process for an institutional permit requires City inspections and a review of online reports from County, State, and Federal Agencies. Below is a summary of the findings for each review:

#### Signal Hill Police Department

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

#### Signal Hill Building & Safety Division

The Senior Building Inspector (Inspector) performed inspections for the annual permit renewal during October and November 2025. The Inspector reported that all facilities passed inspections pursuant to the California Building Codes.

#### County of Los Angeles Fire Department

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The County of Los Angeles Fire Department (LACOFD) also inspects the facilities. LACOFD last inspected these facilities as follows (Attachment B):

- Cole Vocational Services: 11-21-2024
- Courtyard Care: 54-16-2025
- Dungarvin California, LLC: 05-02-2025 (inspected biennially)
- Las Brisas Childcare Center: 10-02-2024
- Unlimited Quest: 08-18-2025

State of California Department of Social Services (CDSS)

CDSS administers the licenses for Cole Vocational Services; Dungarvin California, LLC; Las Brisas Childcare Center; and Unlimited Quest; all facilities are listed as licensed at this time. City staff conducted a review of the online information from CDSS. The most recent inspections of each location are listed below:

- Cole Vocational Services: 07-31-2025 and 08-06-2025
- Dungarvin California, LLC: 10-07-2025
- Las Brisas Childcare Center: 05-14-2025
- Unlimited Quest: 08-01-2025

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

Medicare administers the license for the Courtyard Care Center. City staff conducted a review of the online information DHHS. The facility has a valid license, and the most recent inspections are as follows:

- Inspection report: 10-18-2024
- Complaint report: 12-12-2024
- Complaint report: 01-30-2025
- Complaint report: 02-19-2025

Conclusion

Based on the findings of the City inspections and other agencies, staff is recommending adoption of the resolution approving the annual permits for calendar year 2026 for Courtyard Care Center; Las Brisas Childcare Center; Cole Vocational Services; Dungarvin California, LLC; and Unlimited Quest.

Approved as to Fiscal Impact:

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Siamlu Cox  
Administrative Services Officer/Finance Director

Attachments:

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- A. Permit Applications
- B. Los Angeles County Fire Dept Evaluations
- C. Resolution No. 2025-12-XXXX