



## 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 27, 2026

Final

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

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

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

**To view 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 74 or Frontier FiOS Channel 38.

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

- In-person Participation:  
Closed Session - Signal Hill Public Library Learning Center, 1800 E. Hill Street, Signal Hill, CA 90755  
Regular Session - Signal Hill Park Community Center, 1780 E. Hill Street, Signal Hill, California.
- To make a general public comment or comment on a specific agenda item, you may also submit your comment, limited to 250 words or less, to the City Clerk at [cityclerk@cityofsignalhill.org](mailto:cityclerk@cityofsignalhill.org) not later than 5:00 p.m. on Tuesday, January 27, 2026..

Written comments will be provided electronically to the City Council and attached to the meeting minutes. Written comments will not be read into the record.

City Council Members are compensated \$794.40 per month. City Clerk and City Treasurer are compensated \$482.04 per month.

(1) **CALL TO ORDER – 6:00 P.M.**

(2) **ROLL CALL**

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

(3) **CLOSED SESSION**

- a. A CLOSED SESSION WILL BE HELD PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(2)

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO GOVERNMENT  
CODE SECTION 54956.9(D)(2)

NUMBER OF POTENTIAL CASES: 3

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

(5) **RECESS TO CLOSED SESSION**

(6) **RECONVENE REGULAR MEETING – 7:00 P.M.**

(7) **PLEDGE OF ALLEGIANCE**

(8) **CLOSED SESSION REPORT**

(9) **PUBLIC BUSINESS FROM THE FLOOR ON ITEMS NOT LISTED ON THE AGENDA  
(SPEAKERS WILL BE GIVEN THREE MINUTES FOR EACH DISTINCT ITEM)**

(10) **PRESENTATIONS**

- a. GATEWAY CITIES COG ENERGY ACTION AWARD  
b. BLACK HISTORY MONTH PROGRAMMING PRESENTATION

(11) **PUBLIC HEARINGS**

- a. PUBLIC HEARING - RESOLUTION APPROVING THE COMMUNITY  
DEVELOPMENT BLOCK GRANT REVOLVING GRANT FUND GRANT  
APPLICATION AND BUDGET FOR FISCAL YEARS 2025-2026 AND  
2026-2027

Recommendation:

1. Adopt the following resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, APPROVING THE CITY'S PROPOSED COMMUNITY DEVELOPMENT BLOCK GRANT REVOLVING FUND APPLICATION AND PROPOSED COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS FOR FISCAL YEARS 2025-2026 AND 2026-2027

2. Authorize the City Manager to apply for the Los Angeles County Development Authority (LACDA) Community Development Block Grant Program for the Revolving Fund Grant in the amount of \$150,000, and subsequently authorize the City Manager to enter into an agreement with LACDA Community Development Block Grant Program for the Revolving Fund Grant.
3. Approve a budget adjustment for Fiscal Year 2025-26 budget to include the proposed CDBG Revolving Grant in the amount of \$150,000.
4. Approve the use of the City's CDBG Unallocated Fund Balance of \$857 to be used for the Fiscal Year 2025-2026 ADA Street and Sidewalk Project.
5. Approve the FY 2026-27 CDBG Allocation and the proposed expenditures.

**(12) CITY MANAGER REPORTS****(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. FEE WAIVER REQUEST FROM THE FRIENDS OF SIGNAL HILL LIBRARY TO HOLD A BOOK SALE AT THE SIGNAL HILL PUBLIC LIBRARY

Recommendation:

Staff recommends City Council consider the request submitted by FOSHL to waive facility fees and staff time for use of the Learning Center and provide staff with direction.

- b. LIBRARY COLLECTION DEVELOPMENT POLICY

Recommendation:

Staff recommends that the City Council approve and adopt the updated proposed Signal Hill Public Library Collection Development Policy to comply with requirements under AB 1825, California Freedom to Read Act.

- c. ADOPT A RESOLUTION DESIGNATING AN ANNUAL JESSIE NELSON DAY OF REMEMBRANCE ON APRIL 14 OF EACH YEAR

Recommendation:

Adopt a Resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, DESIGNATING AN ANNUAL JESSIE NELSON DAY OF REMEMBRANCE TO BE OBSERVED EACH YEAR ON APRIL 14

- d. APPROVAL OF MEETING MINUTES

Recommendation:

Approve the meeting minutes.

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

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

**(15) ADJOURNMENT**

Tonight's meeting will be adjourned to the next Regular meeting of the Signal Hill City Council to be held on Tuesday, February 10, 2026, at 7:00 p.m., in the Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, CA 90755.

**PUBLIC PARTICIPATION**

Routine matters are handled most quickly and efficiently if contact is made with the City department directly concerned. However, if you would like to request that a matter be presented for City Council consideration, you may do so by writing to the City Council, City Clerk, or City Manager. The deadline for agenda items is 12 noon on the Tuesday preceding the Council and Agency meetings. The complete agenda, including back up materials, is available on the City website on the Friday preceding the meeting.

If you need special assistance beyond what is normally provided to participate in City meetings, the City will attempt to accommodate you in every reasonable manner. Please call the City Clerk's office at (562) 989-7305 at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible.



CITY OF SIGNAL HILL  
STAFF REPORT

2175 Cherry Avenue • Signal  
Hill, California 90755-3799

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1/27/2026

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**AGENDA ITEM**

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

**FROM: CARLO TOMAINO  
CITY MANAGER**

**SUBJECT: CLOSED SESSION**

**Summary:**

A closed session will be held pursuant to Government Code Section 54956.9(d)(2).

**CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2).

Number of potential cases: 3

**Recommendation:**

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



CITY OF SIGNAL HILL  
STAFF REPORT

2175 Cherry Avenue • Signal  
Hill, California 90755-3799

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1/27/2026

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**AGENDA ITEM**

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

**FROM: CARLO TOMAINO  
CITY MANAGER**

**BY: SUSANA MARTINEZ  
ASSOCIATE PLANNER**

**SUBJECT: GATEWAY CITIES COG ENERGY ACTION AWARD**

**Summary:**

Hector De La Torre, the Executive Director of the Gateway Cities Council of Governments, will present the Gold Level Gateway Cities 2025 Energy Action Award to the City Council.



CITY OF SIGNAL HILL  
STAFF REPORT

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1/27/2026

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**AGENDA ITEM**

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

**FROM: CARLO TOMAINO  
CITY MANAGER**

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

**SUBJECT: BLACK HISTORY MONTH PROGRAMMING PRESENTATION**

**Summary:**

City Librarian Charles Hughes will provide a presentation about scheduled programming to commemorate Black History Month.



## CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal  
Hill, California 90755-3799

### STAFF REPORT

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1/27/2026

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#### **AGENDA ITEM**

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

**FROM: CARLO TOMAINO  
CITY MANAGER**

**BY: ALISON DOBAY  
ACTING DEPUTY DIRECTOR OF PARKS, RECREATION AND LIBRARY SERVICES**

**SUBJECT: PUBLIC HEARING - RESOLUTION APPROVING THE COMMUNITY  
DEVELOPMENT BLOCK GRANT REVOLVING GRANT FUND GRANT  
APPLICATION AND BUDGET FOR FISCAL YEAR 2025-2026 AND 2026-2027**

#### **Summary:**

The City Council will conduct a Public Hearing to consider the advanced use of Fiscal Year 2026-2029 Community Development Block Grant (CDBG) funds through a Los Angeles County Development Authority Revolving Grant Fund. Staff proposes to utilize the advanced funding from future fiscal years, totaling \$150,000, for the Americans with Disabilities Act (ADA) Street and Sidewalk Improvements Project. Staff's recommendation would increase the total CDBG funding for the 2025-2026 ADA Street and Sidewalk Project to \$210,482. The CDBG allocation for the Senior Food Distribution program would continue to be funded at \$10,000 per year through 2026-2029 and is not impacted by the advance grant funding request. The preliminary CDBG funding estimate for the 2026-2027 Fiscal Year allocation is approximately \$63,901. Staff further recommends that the City Council authorize \$10,000 of the forthcoming allocation for the senior food distribution programs annually.

Form of Notice: Notice was published in the Signal Tribune newspaper per Government Code Section 65091(a)(4) and posted in accordance with the Signal Hill Municipal Code Section 1.08.010 on Friday January 16, 2026.

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

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

Goal No. 5 High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.



Recommendation:

1. Adopt the following resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, APPROVING THE CITY'S PROPOSED COMMUNITY DEVELOPMENT BLOCK GRANT REVOLVING FUND APPLICATION AND PROPOSED COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS FOR FISCAL YEARS 2025-2026 AND 2026-2027

2. Authorize the City Manager to apply for the Los Angeles County Development Authority (LACDA) Community Development Block Grant Program for the Revolving Fund Grant in the amount of \$150,000, and subsequently authorize the City Manager to enter into an agreement with LACDA Community Development Block Grant Program for the Revolving Fund Grant.
3. Approve a budget adjustment for Fiscal Year 2025-26 budget to include the proposed CDBG Revolving Grant in the amount of \$150,000.
4. Approve the use of the City's CDBG Unallocated Fund Balance of \$857 to be used for the Fiscal Year 2025-2026 ADA Street and Sidewalk Project.
5. Approve the FY 2026-27 CDBG Allocation and the proposed expenditures.

Fiscal Impact:

The proposed Revolving Grant funding for Community Development Block Grant (CDBG) projects and programs is an additional \$150,000 in Fiscal Year (FY) 2025-26. Staff would include the Revolving Grant funding for FY 2025-26 in the Community Development Block Grant account (Fund 201). Additionally, the preliminary FY 2026-27 allocation is approximately \$63,901. The Community Development Block Grant Revolving Fund funding is proposed to be allocated as follows:

<b>Funding</b>	<b>Term</b>	<b>Budget</b>
FY 2025-26 Revolving Grant Advancement Account Number: 201-11-4310	February 1, 2027 to June 30, 2029	\$150,000
<b>Proposed CDBG Expenditures</b>		
FY 2025-26 ADA Street and Sidewalk Improvements Project FY 25-26 Budget: \$59,625 FY 25-26 Revolving Grant: \$150,000 Unallocated Funds: \$857 Account Number: 201- 99-7939	February 1, 2026, to June 30, 2027	\$210,482
FY 2025-26 Public Service Project: Food Distribution Program	July 1, 2025, to June 20, 2026	\$10,521
<b>Total of Proposed FY 2025-26 CDBG Projects</b>		<b>\$221,003</b>
FY 2026-27 Public Service Project: Food Distribution Program Senior Food Distribution Program Account Number: 201-40-5723	July 1, 2026, to June 30, 2027	\$10,000

FY 2026-27 First Year Repayment of Revolving Grant Fund \$53,901	July 1, 2026, to June 30, 2027	
<b>Grand Total of CDBG Funding</b>		<b>\$231,003</b>

Background:

The California Department of Housing and Urban Development (HUD) regulations allow a variety of activities that meet documented National Objectives. The primary objective of the Federal CDBG Program is the development of viable urban communities, including providing decent housing, promoting a suitable living environment, and expanding economic opportunity, principally for persons of low-to moderate-incomes. Local CDBG programs must give maximum priority to benefiting low-to moderate-income households, special needs groups such as senior citizens or the differently abled, preventing or eliminating slum or blight conditions, and making public facilities accessible for people with disabilities in compliance with ADA. Each year, the City Council conducts a public hearing to allocate funds for the following fiscal year. Staff is providing for the City Council's information, highlights of prior fiscal year CDBG allocations:

- In FY 2020-21, LACDA authorized the City to utilize all CDBG funding toward public service projects. On July 14, 2020, in response to community needs related to the COVID-19 pandemic, the City Council re-allocated the City's CDBG funding for FY 2020-21 and approved supplemental Coronavirus Aid, Relieve, and Economic Security Act Funds (CDBG-CV) Funding. The City elected to use the funding to provide weekly supplemental groceries to a total of 44 low-income senior households and 38 low-income families.
- In FY 2021-22, the City provided supplemental groceries to low-income seniors every other week and approved the Signal Hill Park Open Space project, which involved demolishing two structures on East 21<sup>st</sup> Street. The City Council subsequently approved the use of funds from the General Fund for the Family Food Distribution program.
- In FY 2022-23, the City provided supplemental groceries to 35 low-income seniors and approved the ADA Rubberized Playground Surfacing at Discovery Well Park.
- In FY 2023-24, the City continued to provide supplemental groceries to 31 low- income seniors and approved the ADA Street and Sidewalk Improvements throughout the City.
- In FY 2024-25, the City continued to provide supplemental groceries to 32 low- income seniors and approved the ADA Street and Sidewalk Improvements throughout the City.
- In FY 2025-26, the City continued to provide supplemental groceries to 38 low- income seniors and approved the ADA Street and Sidewalk Improvements throughout the City. In December 2025, staff learned that LACDA reissued its Revolving Grant Fund program, which is available to participating cities in good standing and allows cities to request an advance of anticipated future CDBG fund allocations to advance current and future projects. Staff proposes to request \$150,000 to be included in the FY 2025-26 budget for the ADA Street and Sidewalk Improvements Project.

Analysis:

LACDA notified the City that the FY 2026-27 CDBG allocation will be approximately \$63,901, a decrease of \$6,245 from FY 2025-26. In December 2025, LACDA informed the City that the FY 2026-27 maximum percentage of funds allowed to be allocated toward a public service project would be 15%. The remaining funds, 85% of the total allocation, may be used for non-public service projects, typically capital improvement projects. In addition to the expected funding, there is a fund balance of \$857 that LACDA will allow the City to carry over. Staff recommends carrying over these funds and utilizing them for ongoing work related to the ADA Street and Sidewalk Improvement Project.

*Revolving Grant Fund and Non-Public Service Projects: ADA Street and Sidewalk Improvements*

In December 2024, LACDA issued the GMU Bulletin 24-0021, which informed participating cities that the Revolving Grant Fund Guidelines were available (Attachment A). The purpose of the Revolving Grant Fund is to allow participating cities in good standing the opportunity to request an advance of future CDBG fund allocations to implement and complete eligible CDBG projects.

Staff reviewed the feasibility of the grant funding and determined that it would be beneficial for the City to submit the grant request to LACDA and propose to request \$150,000 through the Revolving Grant Fund (Attachment B). Public Works staff planned to use the FY 2025-26 CDBG Allocation to construct three ADA ramps throughout residential neighborhoods east of Cherry on 19<sup>th</sup> Street and 20<sup>th</sup> Street and the identified locations are listed on the Department's Streets and Sidewalk Inventory.

Staff would add the proposed Revolving Grant Funds to the FY 2025-26 ADA Street and Sidewalk Improvements Project to allow for eight new ADA ramps and sidewalk improvements to be constructed as part of the FY 2025-26 ADA Ramp Project. In addition to the grant funding, staff proposes to use the City's CDBG Unallocated Fund Balance of \$857 to increase the total ADA Street and Sidewalk Improvement project to \$210,482. The Revolving Grant Fund advance will be reduced from future allocations, beginning in Fiscal Year 2026-2027. Reductions from future CDBG allocations will continue over the next three fiscal years until the \$150,000 advance is reimbursed. Based on the foregoing, there is no impact on the City's General Fund.

*Public Service Project: Food Distribution Program*

Historically, the City has used CDBG funding to cover the cost of the Food Distribution Program. Based on HUD guidelines, only low-income and extremely low-income households are approved for the Food Distribution Program. The program participants are required to reapply for the Food Distribution Program with the City through a process of self-certification of household size and income each fiscal year.

As of December 31, 2025, a total of 38 senior households have participated in the Food Distribution Program this fiscal year. The FY 2026-27 allocation is estimated to cover the entire program costs for the year. However, due to the increased cost of groceries, staff estimates that the proposed CDBG funds for FY 2026-27 would only provide supplemental groceries to the existing 38 participants through December 2026. In anticipation of this shortfall, staff have contacted multiple organizations to secure grant funding to supplement the CDBG allocation for March through June 2027.

*Conclusion*

Staff recommends the City Council approve a resolution to authorize staff to apply for the Revolving Grant Fund and utilize the unallocated fund balance to increase the FY 2025-26 ADA Street and Sidewalk Improvements Project to a total of \$210,482; allocate \$10,000 of the FY 2026-27 CDBG Allocation for the Senior Food Distribution Program; and use the Revolving Grant Fund of \$53,901 of the FY 2026-27 allocation during FY 2025-26. To implement these actions, staff prepared resolutions authorizing the use of funding and make certain corresponding budget adjustments (Attachments C, D and E).

Staff anticipates issuing a Request for Bids for the ADA Street and Sidewalk Improvements in Fiscal Year 2025-26 and will present a staff report to the City Council, at a future date, for the award of a contract to the lowest responsible bidder.

Reviewed for Fiscal Impact:

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Siamlu Cox

Attachment(s):

- A. LACDA CDBG Bulletin and Revolving Grant Fund Guidelines
- B. CDBG Revolving Grant Fund Application
- C. CDBG Resolution 2026-27
- D. Budget Adjustment Resolution - CDBG FY25-26
- E. Summary of Budget Adjustments



## ADVANCE REQUEST FROM THE CDBG REVOLVING GRANT FUND APPLICATION ("ADVANCE APPLICATION")

Name of City: \_\_\_\_\_

<u><b>Existing Project</b></u>	<u><b>New Project</b></u>
Project No:	Project HUD Code/Eligibility:
Project Title:	Project Title:
Current Budget: \$	<b>Amount Requested: \$</b>
<b>Amount Requested: \$</b>	See attached Quarterly Expenditure and Milestone Plan <input type="checkbox"/>

### **Repayment of Advanced CDBG Grant Funds**

Please identify projected annual repayment of Advanced CDBG Grant Funds.

Fiscal Year 202\_\_\_\_: \$ \_\_\_\_\_  
 Fiscal Year 202\_\_\_\_: \$ \_\_\_\_\_  
 Fiscal Year 202\_\_\_\_: \$ \_\_\_\_\_  
**TOTAL AMOUNT: \$ \_\_\_\_\_**

### **Use of Additional CDBG Funds**

Describe how the use of additional CDBG funds would benefit an existing or new project, such as a reduced waiting list or the addition of a project component, etc. **This application is limited to two (2) pages.**

Do the additional CDBG funds cause a change to an existing project: eligibility/national objective, change in scope of work, beneficiaries, etc.?  
 If yes, explain:

For further policies and procedures of the *Revolving Grant Fund*, please refer to the GMU Bulletin No. 24-0021, Reissuance of the Community Development Block Grant Revolving Grant Fund Guidelines.

\_\_\_\_\_  
 NAME OF AUTHORIZED OFFICIAL (PRINT)

\_\_\_\_\_  
 TITLE

\_\_\_\_\_  
 SIGNATURE OF AUTHORIZED OFFICIAL

\_\_\_\_\_  
 DATE



Administrative Office  
 700 West Main Street, Alhambra, CA 91801  
 Tel: (626) 262-4511 TDD: (626) 943-3898



Executive Director: Emilio Salas  
 Commissioners: Hilda L. Solis, Holly J. Mitchell, Lindsey P. Horvath, Janice Hahn, Kathryn Barger



## ADVANCE REQUEST FROM THE CDBG REVOLVING GRANT FUND APPLICATION ("ADVANCE APPLICATION")

Name of City: \_\_\_\_\_

<u><b>Existing Project</b></u>	<u><b>New Project</b></u>
Project No:	Project HUD Code/Eligibility:
Project Title:	Project Title:
Current Budget: \$	<b>Amount Requested: \$</b>
<b>Amount Requested: \$</b>	See attached Quarterly Expenditure and Milestone Plan <input type="checkbox"/>

### **Repayment of Advanced CDBG Grant Funds**

Please identify projected annual repayment of Advanced CDBG Grant Funds.

Fiscal Year 202\_\_\_\_: \$ \_\_\_\_\_

Fiscal Year 202\_\_\_\_: \$ \_\_\_\_\_

Fiscal Year 202\_\_\_\_: \$ \_\_\_\_\_

**TOTAL AMOUNT:** \$ \_\_\_\_\_

### **Use of Additional CDBG Funds**

Describe how the use of additional CDBG funds would benefit an existing or new project, such as a reduced waiting list or the addition of a project component, etc. **This application is limited to two (2) pages.**

Do the additional CDBG funds cause a change to an existing project: eligibility/national objective, change in scope of work, beneficiaries, etc.?

If yes, explain:

For further policies and procedures of the *Revolving Grant Fund*, please refer to the GMU Bulletin No. 24-0021, Reissuance of the Community Development Block Grant Revolving Grant Fund Guidelines.

\_\_\_\_\_  
NAME OF AUTHORIZED OFFICIAL (PRINT)

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED OFFICIAL

\_\_\_\_\_  
DATE



Administrative Office  
700 West Main Street, Alhambra, CA 91801  
Tel: (626) 262-4511 TDD: (626) 943-3898



Executive Director: Emilio Salas  
Commissioners: Hilda L. Solis, Holly J. Mitchell, Lindsey P. Horvath, Janice Hahn, Kathryn Barger

**RESOLUTION NO. 2026-01-XXXX**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF SIGNAL HILL, APPROVING THE CITY'S PROPOSED  
COMMUNITY DEVELOPMENT BLOCK GRANT  
REVOLVING FUND APPLICATION AND PROPOSED  
COMMUNITY DEVELOPMENT BLOCK GRANT  
PROGRAMS FOR FISCAL YEARS 2025-2026 AND 2026-  
2027**

**WHEREAS**, under the U.S. Housing and Community Development Act of 1974, as amended (Act), Federal assistance in the form of a Community Development Block Grant (CDBG) may be provided for the support of community development activities which are directed toward certain specific objectives as set forth in the Act; and

**WHEREAS**, the Los Angeles County Development Authority (LACDA) administers the federal CDBG for Los Angeles County; and

**WHEREAS**, Signal Hill (City) has participated in LACDA's CDBG program for 50 years through an application submission process to LACDA; and

**WHEREAS**, the following steps were taken in preparation of the City's Fiscal Year (FY) 2026-27 CDBG application:

1. Residents of the City were furnished with information concerning the amount of estimated funds available in the Community Development Block Grant Revolving Fund and the range of eligible activities through legal and non-legal press releases.

2. On January 27, 2026, a public hearing was held to solicit comments and suggestions from the community for the utilization of the CDBG funds and to obtain the residents' views on community development and housing needs.

3. A CDBG Revolving Fund application (Application) has been prepared by City staff in the form prescribed by the LACDA and the Federal Department of Housing and Urban Development; and

**WHEREAS**, a public hearing on the City's CDBG Application to LACDA, was held on January 27, 2026

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

Section 1. The City hereby approves of the CDBG allocation for the following projects/purposes as set forth in the City's CDBG Application:

- (A) Public Service Project: "Food Distribution" in the amount of \$10,000
- (B) Repayment of Revolving Grant: Repayment of the FY 2025-26 Revolving Grant in the amount of \$53,901

Total Allocation: \$63,901

Section 2. That the City Manager or designee is authorized and directed to submit the City's final Application and all other required documents for the CDBG Revolving Fund to LACDA, reflecting the funding allocations set forth herein. Should the City's final allocation vary by less than twenty-five percent (25%) from the figures contained herein, the City Manager is authorized to allocate the additional funds to eligible activities.

Section 3. The City Manager of the City of Signal Hill or designated representative is authorized to execute all such documents, certificates, contracts, agreements, or other instruments as may be necessary or required to carry out the City's Application, the implementation of the projects/programs set forth above, and the CDBG Program.

Section 4. The City Clerk shall certify the adoption of this resolution and shall file a copy of said application with the minutes of this City Council meeting.



**PASSED, APPROVED, AND ADOPTED**, at a regular meeting of the City Council on this 27<sup>th</sup> day of January 2026.

\_\_\_\_\_  
TINA L. HANSEN  
MAYOR

ATTEST:

\_\_\_\_\_  
DARITZA PEREZ  
CITY CLERK

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

I, DARITZA GONZALEZ, City Clerk of the City of Signal Hill, California, hereby certify that Resolution No. \_\_\_\_\_ was adopted at a regular meeting of the City Council of the City of Signal Hill held on the 27<sup>th</sup> day of January 2026 and that the same was adopted by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
DARITZA PEREZ  
CITY CLERK

**RESOLUTION NO. 2026-01-XXXX**

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

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

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

Section 1. To authorize budget adjustment 26-013 of the FY 2025-26 Budget as follows:

Purpose: ADA Ramp Installation CIP - CDBG

Fund	Dept	Object	Project	Description	Amount
1) ADA Ramp Installation CIP - CDBG					
400	40	5894	90.26009	Street Capital Improvement	\$150,857
201	11	4310		Grants: CDBG	\$150,857
2) Transfer of funds to cover expenses					
201	99	7939		Transfer to Capital Projects – ADA Ramp Installation CIP - CDBG	\$150,857
400	00	6948		Transfer from Special Revenue – ADA Ramp Installation CIP - CDBG	\$150,857

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

**PASSED, APPROVED, AND ADOPTED** at a regular meeting of the City Council of the City of Signal Hill, California, on this 27<sup>th</sup> day of January, 2026.

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TINA L. HANSEN  
MAYOR

ATTEST:

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DARITZA PEREZ  
CITY CLERK

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

I, DARITZA PEREZ, City Clerk of the City of Signal Hill, California, hereby certify that Resolution No. 2026-01-XXXX was adopted at a regular meeting of the City Council of the City of Signal Hill held on the 27<sup>th</sup> day of January, 2026, and that the same was adopted by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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DARITZA PEREZ  
CITY CLERK

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

Budget Adjustment #	Council Date	Description		Revenues	Expenditures	Capital Outlay	Transfers In	Transfers Out	Net Change	
General Fund - 100				Adopted	38,418,037.53	37,735,806.60	682,230.93	1,250,540.00	1,622,770.93	
BA 26-004	7/8/2025	Custodial Maintenance Agreement			37,063.00					(37,063.00)
BA 26-005	7/8/2025	Police Investigation Services Increase - Amendment 1			50,000.00					(50,000.00)
BA 26-006	8/26/2025	Awarded Emergency Management Performance Grant (EMPG)		6,000.00	6,000.00					-
BA 26-007	9/9/2025	Tenant Relocation and Compliance Costs					123,167.00	123,167.00		-
				Adjusted	38,424,037.53	37,828,869.60	682,230.93	1,373,707.00	1,745,937.93	Total (87,063.00)
Capital Improvement Reserves - 113				Adopted	-	-	-	-	2,230,541.58	
BA 26-003	7/8/2025	Increase Project Budget for the Willow Median Improvements CIP						220,972.15		(220,972.15)
BA 26-007	9/9/2025	Tenant Relocation and Compliance Costs					123,167.00	123,167.00		-
BA 26-008	9/23/2025	Carryover Appr from FY24-25 for Police HVAC System Upgrade						35,000.00		(35,000.00)
				Adjusted	-	-	-	123,167.00	2,609,680.73	Total (255,972.15)
Park Reserve - 117				Adopted	-	-	-	400,000.00	-	
BA 26-007	9/9/2025	Tenant Relocation and Compliance Costs						123,167.00		(123,167.00)
				Adjusted	-	-	-	400,000.00	123,167.00	Total (123,167.00)
Civic Center Master Plan Reserve - 119				Adopted	-	-	-	1,000,000.00	1,550,000.00	
BA 26-011	11/13/2025	Increase Project Budget for the City Hall Renovation CIP						576,755.50		(576,755.50)
BA 26-012	11/25/2025	Increase Project Budget for the Amphitheater CIP						3,726,425.00		(3,726,425.00)
				Adjusted	-	-	-	1,000,000.00	5,853,180.50	Total (4,303,180.50)
Prop A - 202				Adopted	321,190.00	320,375.38	-	-	-	
BA 26-002	6/24/2025	Increase Expenditures Budget for Proposition A Fund			120,802.00					(120,802.00)
				Adjusted	321,190.00	441,177.38	-	-	-	Total (120,802.00)
Capital Grants Fund - 240				Adopted	3,774,998.00	-	-	-	3,774,998.00	
BA 26-003	7/8/2025	Increase Project Budget for the Willow Median Improvements CIP			70,000.00				70,000.00	-
				Adjusted	3,844,998.00	-	-	-	3,844,998.00	Total -
State Police Grant Fund - OTS - 275				Adopted	90,000.00	90,000.00	-	-	-	
BA 26-010	10/14/2025	Awarded OTS & Step Grant for Traffic Safety Enforcement			10,000.00	10,000.00				-
				Adjusted	100,000.00	100,000.00	-	-	-	Total -
California Arts Council Grant Fund - 281				Adopted	-	-	-	-	-	
BA 26-012	11/25/2025	Increase Project Budget for the Amphitheater CIP						532,579.35		(532,579.35)
				Adjusted	-	-	-	-	532,579.35	Total (532,579.35)
Capital Improvements - CIP - 400				Adopted	-	-	13,609,635.02	13,609,635.02	-	
BA 26-003	7/8/2025	Increase Project Budget for the Willow Median Improvements CIP				290,972.15		290,972.15		-
BA 26-007	9/9/2025	Tenant Relocation and Compliance Costs				123,167.00		123,167.00		-
BA 26-008	9/23/2025	Carryover Appr from FY24-25 for Police HVAC System Upgrade				35,000.00		35,000.00		-
BA 26-011	11/13/2025	Increase Project Budget for the City Hall Renovation CIP				576,755.50		576,755.50		-
BA 26-012	11/25/2025	Increase Project Budget for the Amphitheater CIP				4,259,004.35		4,259,004.35		-
				Adjusted	-	-	18,894,534.02	18,894,534.02	-	Total -
Water Operations Fund - 500				Adopted	8,096,487.00	7,955,525.00	6,837,795.00	79,742.00	-	
BA 26-001	6/24/2025	Increase Project Budget for Gundry Reservoir Roof Replacement & Coating CIP				1,765,577.00				(1,765,577.00)
				Adjusted	8,096,487.00	7,955,525.00	8,603,372.00	79,742.00	-	Total (1,765,577.00)

Notes: If the net change is positive, there is an overall increase to the Fund Balance. If negative, there is an overall reduction to the Fund Balance.  
The summary does not include prior year carryovers and positive fund balance appropriations.



CITY OF SIGNAL HILL  
STAFF REPORT

2175 Cherry Avenue • Signal  
Hill, California 90755-3799

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1/27/2026

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**AGENDA ITEM**

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

**FROM: CARLO TOMAINO  
CITY MANAGER**

**BY: MARTHA BAEZ  
RECREATION COORDINATOR**

**SUBJECT: FEE WAIVE REQUEST FROM THE FRIENDS OF SIGNAL HILL  
LIBRARY TO HOLD A BOOK SALE AT THE SIGNAL HILL PUBLIC  
LIBRARY**

**Summary:**

The City Council will consider a waiver request from the Friends of Signal Hill Library (FOSHL) for facility fees and staff waiver to hold a book sale to be held at the Signal Hill Public Library Learning Center (Learning Center) on Friday, March 27, 2026, from 11:00 a.m. to 4:00 p.m. Staff estimates the cost of the facility fees and staff time for the proposed book sale is estimated at \$1,108.00.

**Strategic Plan Goal(s):**

Goal No. 5 High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

**Recommendation:**

Staff recommends City Council consider the request submitted by FOSHL to waive facility fees and staff time for use of the Learning Center and provide staff with direction.

**Fiscal Impact:**

Staff estimates the cost of the facility fees and staff time for the proposed book sale is estimated at \$1,108.00.

**Background:**

FOSHL is a non-profit organization located in Signal Hill whose purpose and mission statement are to

build and maintain an association of persons interested in the library, its services, facilities, and needs, and to develop supplemental funding to assist in promoting the use and enjoyment of the library by the local community.

FOSHL has made significant contributions to the Library by sponsoring various reading, literacy, and library programs. Each year, FOSHL hosts book sales to fundraise to support additional community literacy programs. FOSHL plans to continue its support of the Library by holding a sale on Friday, March 27, 2026, to raise funds for upcoming library programs.

Analysis:

FOSHL submitted an Application for Use of Indoor Facility and requested a fee waiver for facility and staff fees to hold its annual book sale fundraiser (Attachment A). FOSHL plans to hold the book sale on Friday, March 27, 2026, at the Learning Center. The proposed book sale is preliminarily scheduled for 11:00 a.m. to 4:00 p.m. In order for FOSHL to have time to prepare for the book sale and prepare for the fundraiser, the organization has requested additional time on Thursday, March 26th from 6:00 p.m. to 8:00 p.m. The Parks, Recreation and Library Services Department staff will require time to set up and break down tables for the book sale.

In accordance with the City's policies granting fee waivers for City facilities, the applicant must submit a waiver request and meet the general requirements and criteria established by the City of Signal Hill Policy 4.16 - Waiver of Fees for City Facilities (Attachment B). The Waiver Policy requires the City Council to make the following findings before granting approval:

1. The group is currently registered as a non-profit organization with the California Secretary of State.
2. The group is considered "in good standing" with the City.
3. The event or activity proposed directly benefits the residents of Signal Hill.
4. The group is domiciled within Signal Hill.
5. The group has a membership of at least 51% Signal Hill residents or 51% Signal Hill business employees.

Staff reviewed the criteria identified in the Waiver Policy and confirmed that FOSHL meets the requirements and criteria established by the City of Signal Hill Policy 4.16 - Waiver of Fees for City Facilities.

In addition to requesting the fee waiver, FOSHL seeks approval to display two banners at the Library's Signal Point Terrace and on Temple Avenue and Hill Street. FOSHL has also requested the use of the following equipment and City supplies:

- Eight (8) tables;
- Two (2) library book carts, and
- Display of two (2) banners on the Signal Hill Point Terrace railing and at the intersection

of Hill Street and Temple Avenue, up to three weeks prior to the book sale date.

Staff estimates the total cost of the proposed fee waiver to be \$1,108.00 for facility use and staff fees for the book sale at the Learning Center. The following table details the Facility Fee Description, Hourly Rate, and totals for each category:

<b>FACILITY/FEE DESCRIPTION</b>	<b>RATE</b>	<b>HOURS</b>	<b>SUBTOTAL</b>
Signal Hill Learning Center			
Thursday, March 26, 6:00 p.m. to 8:00 p.m.	\$72.00	2 hours	
Friday, March 27, 9:00 a.m. to 5:00 p.m.	\$72.00	8 hours	
<b>SUBTOTAL</b>		\$72/hour x 10 hours	<b>\$ 720.00</b>
Staff Time: Set-Up and Break-Down			
Thursday, March 26, 5:00 p.m. to 6:00 p.m.	\$52.00	1 hour x 2 staff	
Friday, March 27, 5:00 p.m. to 6:00 p.m.	\$52.00	1 hour x 2 staff	
<b>SUBTOTAL</b>		\$52/Hour x 2 Hours x 2 Part-Time Staff	<b>\$ 208.00</b>
Staff Time: Banner Hanging			
Full-time staff to hang advertisement banners	\$54.00	1 hour x 2 staff	
<b>SUBTOTAL</b>		\$54/Hour x 2 Full-Time Staff	<b>\$ 108.00</b>
Cleaning Fee	\$36.00		
Application Fee	\$36.00		
<b>SUBTOTAL</b>			<b>\$72.00</b>
<b>GRAND TOTAL</b>			<b>\$ 1,108.00</b>

Staff recommends the City Council approve the fee waiver request for FOSHL to hold a book sale on Friday, March 27, 2026, from 11:00 a.m. to 4:00 p.m., with a set-up time frame on Thursday, March 26, 2026, from 6:00 p.m. to 8:00 p.m. and time allocated to hang advertisement banners at the Library Signal Point Terrace, and on Temple Avenue and Hill Street.

Reviewed for Fiscal Impact:

\_\_\_\_\_  
Siamlu Cox

Attachments:

- A. Application
- B. Waiver of Fees for City Facilities Policy



## Application for Use of Indoor City Facilities

(APPLICATION MUST BE SUBMITTED IN PERSON)

Submission of application does not guarantee a reservation until approval by the Community Services Director or his/her designee.

Name of Applicant (s) Friends of Signal Hill Library

Phone numbers: Cell [REDACTED] Home 56 [REDACTED] Email [REDACTED]

Address [REDACTED] Unit #           

City Signal Hill Zip Code 90755

A valid picture I.D. is required at the time of application to verify age and/or residency.

Proof of Signal Hill Residency (if applicable): ☐ Driver's License ☐ Current Utility Bill ☐ Employed in Signal Hill

I certify that I am a resident of Signal Hill and that I will be onsite at the event for the entire duration of the event. I understand that if I am found to be renting the facility for a non-resident, the non-resident fees will be deducted from my deposit.

→ Initials: [Signature]

Refundable damage deposit will be mailed to the address provided 6 to 8 weeks after your event

Description of Event: Book Sale FO SHL (C)

Event time should reflect setup and cleanup. Please allow a minimum of one hour for cleanup.

Event Date March 27, 2026 Event Day: 11 - 4 Rental Start time:            Rental End time:           

Thursday Evening set up 3/26/26

Space Requested ☒:

### Community Centers

☐ **Discovery Well Park Community Center** (standard room set up 6 round tables and 36 chairs diagram) **Only 36 seating max**

Will food be served? ☐ Yes ☐ No (no red food/drink)

Will event be professionally catered? ☐ Yes ☐ No If yes, name of catering company           

Will the event include musical entertainment? ☐ Yes ☐ No If yes, what type? ☐ Band ☐ DJ ☐ Radio ☐ Bluetooth Speaker

☐ **Signal Hill Park Community Center** (attach room set up diagram) **Capacity: 100**

Available Rental Times: 8:00am-10:00pm Monday, Tuesday, Wednesday, Thursday / 8:00am-10:00pm Friday, Saturday, & Sunday

Will food be served? ☐ Yes ☐ No (no red food/drink)

Will event be professionally catered? ☐ Yes ☐ No If yes, name of catering company           

Will the event include musical entertainment? ☐ Yes ☐ No If yes, what type? ☐ Band ☐ DJ ☐ Radio ☐ Bluetooth Speaker

\*\*\*Room & carpet condition has been viewed INITIALS:           

### Library Facilities

☐ **Library Community Room** (attach room set up diagram) **Capacity: 48-70 (depending on room set-up)**

Available Rental Times: 8:00am-10:00pm Monday, Tuesday, Wednesday, Thursday / 8:00am-11:00pm Friday, Saturday, Sunday

Will food be served? ☐ Yes ☐ No (no red food/drink)

Will event be professionally catered? ☐ Yes ☐ No If yes, name of catering company           

♦ Small serving kitchen included

Will the event include musical entertainment? ☐ Yes ☐ No If yes, what type? ☐ Band ☐ DJ ☐ Radio ☐ Bluetooth Speaker

☐ **Library Zinnia Courtyard** **Capacity: 54**

Only available when the library is closed.

Available Rental Times: 5:00pm-10:00pm Wednesday, Friday, Saturday / 8:00am-10:00pm Sunday

Will food be served? ☐ Yes ☐ No (no red food/drink)

Will event be professionally catered? ☐ Yes ☐ No If yes, name of catering company           

Will the event include musical entertainment? ☐ Yes ☐ No If yes, what type? ☐ Band ☐ DJ ☐ Radio ☐ Bluetooth Speaker



☐ **Library Community Room & Zinnia Courtyard Capacity: 80**

Only available when the library is closed.

Available Rental Times: 5:00pm-10:00pm Wednesday, Friday, Saturday / 8:00am-10:00pm Sunday

Will food be served? ☐ Yes ☐ No (no red food/drink)

Will event be professionally catered? ☐ Yes ☐ No

If yes, name of catering company \_\_\_\_\_

Will the event include musical entertainment? ☐ Yes ☐ No If yes, what type? ☐ Band ☐ DJ ☐ Radio ☐ Bluetooth Speaker

☒ **Library Learning Center** (attach room set up diagram) **Capacity: 35**

Available Rental Times: 12:00pm-8:00pm Monday, Tuesday, & Thursday / 10:00am-5:00pm Wednesday, Friday, & Saturday

Closed on Sundays & Holidays

♦ Pre-packaged snacks and bottled drinks only

☐ **Signal Point Terrace** (attach terrace set up diagram) **Capacity: 160**

Available Rental Times: 8:00am-8:00pm Monday – Sunday

Will food be served? ☐ Yes ☐ No (no red food/drink)

Will event be professionally catered? ☐ Yes ☐ No

If yes, name of catering company \_\_\_\_\_

♦ Small serving kitchen included

Use of sound system? ☐ Yes ☐ No

\*\*\* Existing speaker for sound only & microphone use. No live music or DJ permitted on Signal Point Terrace.

**EXPECTED ATTENDANCE:** Adults \_\_\_\_\_ Children \_\_\_\_\_ **Total Attendance** \_\_\_\_\_

Is the public invited? ☐ Yes ☐ No

Will admission/donations be charged/accepted? ☐ Yes ☐ No

**APPLICANT VERIFICATION**

I, the undersigned, on behalf of the above named organization, do hereby agree to indemnify the City of Signal Hill, according to the attached indemnification form, and to abide and enforce the rules, regulations and policies governing the facility as set forth by the City of Signal Hill.

SIGNATURE OF APPLICANT

DATE: 12/19/25

Thursday 3/26/26 5-8 Learning Center  
Book Sale Tables (7)  
Chairs (6)  
(Two) Banners - Library Terrace  
Library Hill St  
Friday Book Center 10-5  
SALE Learning

## ***City of Signal Hill Policy***

### **Waiver of Fee's for City Facilities 4.16**

**DATE:** June 21, 2017

**REVISION NO.:** 002

**APPROVED:** \_\_\_\_\_

**DEPARTMENT:**  
Community Services

#### **I. PURPOSE**

To set forth in writing the City's position in regards to the waiver of fees for the Community Center, Spud Field, Signal Hill Park Amphitheater, Basketball Courts, Library Meeting Room, Picnic Shelters, and Hilltop Grass Area.

#### **II. GENERAL POLICY**

- A. Fees for the use of city facilities are established annually by ordinance of the City Council. The Community Services Director has been given the authority to waive or reduce deposits, but cannot waive facility fees or staff fees. Waiver of these fees can only be done by the Parks and Recreation Commission and the City Council respectively.

In order to request a waiver the applicant must:

1. Submit an application for Use of City Facilities and attach a letter for waiver of fees.
2. Prove that the general requirements stated in this policy have been met.

To be considered for a waiver the Applicant must meet all of the following criteria:

- a. The Applicant Must Be a Signal Hill Resident. Proof of residency must be furnished to City staff.
- b. The individual or Organization Must Have Nonprofit Status with the Internal Revenue Service. Proof of nonprofit status by the I.R.S. must be furnished to City staff.
- c. The organization's primary focus must be on serving the residents of Signal Hill. Proof of such service by way of programs, services or activities offered to the community must be provided.
- d. The organization's voting board must be comprised of at least 51% Signal Hill residents.

It is advisable that the applicant appears at the meeting when the waiver is requested to respond to any questions of the City Council or Parks and Recreation Commission.

- B. Non-profits not based in Signal Hill will be prohibited from conducting any fundraising activities in any City Park or facility including raffles.
- C. Musical events will be prohibited after dusk and will also be prohibited during the months of June, July and August.
- D. Events numbering more than 25 people will be prohibited at Hilltop Park, with the exception of the wedding space, which will permit up to 75 people for up to 3 hours.
- E. Any events which may significantly impact noise, traffic or public use of the park, deemed so by the Director of Community Services, must be approved by the City Council at least sixty days prior to the event.

### **III. FACILITY FEE WAIVER**

- 1. The City Council has given the Parks and Recreation Commission authority to waive facility fees. In order to request a waiver, the applicant must:
  - A. Submit an application for Use of City Facilities.
  - B. Attach a letter for waiver of fees.
  - C. Prove that the general use requirements stated in this policy have been met.
- 2. Request must be received a minimum of one week prior to the next scheduled Parks and Recreation Commission meeting.

### **IV. STAFF FEE WAIVER**

- 1. In the event staff is required to supervise the City facility, City Council shall review the application for waiver of staff fees and shall make the final determination on the waiver of fees.
- 2. Request must be received a minimum of one week prior to the next scheduled City Council Meeting.

### **V. DEPOSITS**

No deposit shall be waived for any individual or organization without written documentation from the Director of Community Services.

## VI. GENERAL USE REQUIREMENTS

- A. All established rules and regulations, policies and procedures contained in the Facility Use Policy shall apply to fee exempt groups.
- B. The frequency of use at each facility shall not exceed a total of once per week by fee exempt groups.
- C. Approved Waiver of Fees shall not imply a monopoly of the facility or an automatic renewal of waiver.
- D. City sponsored programs have priority for facility use. Any reservation may be cancelled by the City.

## VII. SPECIAL AGREEMENTS

### **Community Center:**

Signal Hill Lions Club rental fees will be waived twice a (calendar) year for their annual fundraising events in view of their help in the construction of the facility. Staff fees still apply.

The LBUSD may use the facility without rental fees based on the most current joint use agreement. Staff fees will apply.

Signal Hill Home Owner Associations' (HOA) and/or their Management Company's rental fees, will be waived twice a calendar year, for their HOA meetings. Staff fees still apply and a refundable cash deposit must remain. (City Council action, July 8, 2003)

There are no additional existing agreements for the waiver of fees.

## VIII. EXCEPTIONS

There shall be no exceptions to this policy unless authorized by the Community Services Director.



STAFF REPORT

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1/27/2026

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**AGENDA ITEM**

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

**FROM: CARLO TOMAINO  
CITY MANAGER**

**BY: CHARLES HUGHES  
CITY LIBRARIAN**

**SUBJECT: LIBRARY COLLECTION DEVELOPMENT POLICY**

**Summary:**

Assembly Bill 1825, the California Freedom to Read Act (AB 1825), requires all public libraries to maintain an accessible collection development policy to guide the selection and deselection of library materials. Specifically, AB 1825 requires that libraries maintain a policy that includes a process for community members to express concerns regarding library materials. Staff recommends the City Council review and approve the revised Signal Hill Public Library Collection Development Policy. Staff's proposed updates to the Policy add clarifying language to ensure compliance with State law but do not substantively change its intent, practices, or application.

**Strategic Plan Goal(s):**

Goal No. 5 High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

**Recommendation:**

Staff recommends that the City Council approve and adopt the updated proposed Signal Hill Public Library Collection Development Policy to comply with requirements under AB 1825, California Freedom to Read Act.

**Fiscal Impact:**

The law establishes that failure to adopt a Library Collection Development Policy could result in the loss of State-funded grant opportunities, including loss of access to significantly discounted library materials and publicly accessible high-speed internet. Staff estimates that the potential funding loss would be more than \$200,000 per year.

### Background:

On September 29, 2024, the California Governor signed AB 1825, the California Freedom to Read Act into law. The purpose of the California Freedom to Read Act protects Californian's First Amendment rights to ensure access to a wide range of materials in public libraries, particularly those that discuss race, gender identity, and sexual orientation. The State requires that cities adopt a Library Collection Development Policy ("Policy") through a City Council action (Ed. Code §19802(a)(1)) to comply with AB 1825. Additionally, the law also requires the City to submit the adopted Policy to the State Librarian (Ed. Code §19802(a)(1)). The law requires that every public library jurisdiction that directly receives State funding establish, adopt, and maintain a written and publicly accessible collection development policy for its libraries by January 1, 2026. To remain in compliance with the law, staff submitted a draft Policy to the State Library for initial review in December 2025.

### Analysis:

The 2017 Signal Hill Public Library's Collection Development Policy acknowledges that the library's collection serves the broad and diverse interests of the community, respecting both the library's autonomy and the specific needs of the community. The policy also ensures that library materials are provided for the interest, information, and enlightenment of all individuals, presenting diverse points of view within the collection. The primary function of the Library's Collection Development Policy is to provide a framework for librarians to select and deselect library materials. This process includes maintaining a collection that is comprehensive, diverse, and responsive to the needs of an evolving community, all while considering physical and budgetary limitations.

AB 1825 mandates that public libraries establish policies for developing their collections and allow public challenges to materials. Further, AB 1825 requires the Policy to include the following language:

1. Establish a process for community members to share their concerns regarding library materials and to request that library materials be reconsidered for inclusion in the library's collection. (Ed. Code §19802(a)(1)(A).)
2. Guide the selection and deselection of library materials. (Ed. Code §19802(a)(1)(B).)
3. Acknowledge that the public library's collection meets the broad and diverse interests of the community and respect both the library's autonomy and their specific community needs. (Ed. Code §19802(a)(1)(C).)
4. Establish that the public library serves as a center for voluntary inquiry and the dissemination of information and ideas. (Ed. Code §19802(a)(1)(D).)
5. Acknowledge that library materials should be provided for the interest, information, and enlightenment of all people, and should present diverse points of view in the collection as a whole. (Ed. Code §19802(a)(1)(E).)
6. Acknowledge the right of the public to receive access to a range of social, political, aesthetic, moral, and other ideas and experiences. (Ed. Code §19802(a)(1)(F).)

The revised Policy includes the required language criteria to comply with the mandates of AB 1825 (Attachment A). Subject to the formal approval and adoption of the proposed Signal Hill Public Library Collection Development Policy by City Council, the City Librarian would post the updated policy to comply with AB 1825 and send it to the State for filing. Failure to comply with the new State mandate could lead to the potential loss of critical grant funds and other State funding sources, such as existing grants for CENIC high-speed broadband funding and various resources such as book discounts and career development tools. Staff recommends the City Council approve and adopt the updated Signal Hill Public Library Collection Development Policy to ensure continued compliance and sustain library services.

Reviewed for Fiscal Impact:

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Siamlu Cox

Attachment(s):

A. Revised Signal Hill Public Library Collection Development Policy



# CITY OF SIGNAL HILL

## Policy & Procedure

### Signal Hill Public Library Collection Development Policy

DATE: January 27, 2026

APPROVED BY:



## I. PURPOSE

- a. On September 29, 2024, the California Governor signed AB 1825, the California Freedom to Read Act, into law. The purpose of the California Freedom to Read Act is to protect Californians' First Amendment rights to ensure access to a wide range of materials in public libraries, particularly those that discuss race, gender identity, and sexual orientation. The City must formally adopt a proposed policy through a City Council action (Ed. Code §19802(a)(1)) to comply with AB 1825. Additionally, the law also requires the City to submit the adopted policy to the State Librarian (Ed. Code §19802(a)(1)).
- b. The Signal Hill Public Library (Library) is dedicated to providing free and equal access to information, knowledge, independent lifelong learning, cultural enrichment, and the joys of reading for our diverse community. The Signal Hill Public Library also has the responsibility to preserve the informational resources unique to the City of Signal Hill through its special collections.
- c. The Collection Development Policy is one of the Library's fundamental policy documents.
- d. The purpose of the Collection Development Policy is to serve as a guide for Signal Hill Public Library staff in regard to collection development, management, and selection of materials. It defines what comprises the collection, specifies the types of materials that are included, and explains the basis for making collection management decisions. The policy also serves to inform the public about the library's collection and the principles that govern the selection process.
- e. The goals and objectives stated in this policy will serve as a blueprint for the City's collection, guiding staff decision-making regarding the collection, development, management, and selection of materials under budgetary and space limitations.
- f. The Library will continuously work to curate a collection representing a wide array of people, cultures, ideas, and experiences. The process of curating, maintaining, and providing a diverse and equitable collection is an ongoing process that is considered during all aspects of collection management. The Collection Development Policy ensures that over time, the Signal Hill Public Library's collection will remain on course and reflect the needs of Signal Hill's community, while creating unique experiences of meaning and inspiration for the individual patron.
- g. The California State Law AB 1825, passed in 2024, requires the following statements to be included in public library collection development policies. In support of the Library's mission, the Library endorses and has adopted the following statements used as guidelines for the development of the Library collections.
  1. Establish a process for community members to share their concerns regarding library materials and to request that library materials be

reconsidered for inclusion in the library's collection." (Ed. Code §19802(a)(1)(A).)

2. Guide the selection and deselection of library materials." (Ed. Code §19802(a)(1)(B).)
3. Acknowledge that the public library's collection meets the broad and diverse interests of the community and respect both the library's autonomy and their specific community needs. (Ed. Code §19802(a)(1)(C).)
4. Establish that the public library serves as a center for voluntary inquiry and the dissemination of information and ideas. (Ed. Code §19802(a)(1)(D).)
5. Acknowledge that library materials should be provided for the interest, information, and enlightenment of all people, and should present diverse points of view in the collection as a whole. (Ed. Code §19802(a)(1)(E).)
6. Acknowledge the right of the public to receive access to a range of social, political, aesthetic, moral, and other ideas and experiences. (Ed. Code §19802(a)(1)(F).)

## **II. COLLECTION DEVELOPMENT GOALS AND SCOPE**

- a. The primary responsibility of the Library is to provide a broad and diverse choice of materials to meet the informational, educational, cultural, and recreational needs of the community. Therefore, the Library's collection is reviewed on an ongoing basis to meet current needs in varying formats to acknowledge the importance of books and newer technology as sources of valuable information. This policy supports the Library's goals as outlined below:
  1. Provide popular materials
  2. Promote lifelong learning, exploration, discovery, and enrichment
  3. Support diversity, equity, inclusion, and accessibility
  4. Provide a space for community gathering
- a. Patron use is one of the most powerful influences on the Library's collection. Circulation, patron purchase requests, and hold levels are all closely monitored, influencing the purchase of new items and additional copies of high-demand items.
- b. Inherent in the collection development process is an appreciation for each patron of the Signal Hill Public Library of all age groups. The Library provides materials to support all patrons and does not prioritize one patron's needs or preferences over another's. The Library upholds the right of the individual to access information, even though the content may be controversial, unorthodox, or unpopular with the majority.

- c. Materials for children and teenagers are intended to broaden their vision, support recreational reading, encourage and facilitate reading skills, supplement their educational needs, stimulate and widen their interests, lead to recognition and appreciation of literature, and reflect the diversity of the community. The reading and viewing activity of children is ultimately the responsibility of parents, legal guardians, or caregivers who guide and oversee their own child's development. The Signal Hill Public Library does not intrude on that relationship, and the Library does not serve *in loco parentis*.
- d. Selection of library materials and resources is the responsibility of the professional staff of the Signal Hill Public Library. Other staff members and the public may recommend materials for consideration. Library management retains the authority to reject or select any item contrary to the recommendations of the staff.
- e. To support an informed public, the collection shall represent diverse points of view, and may include materials that some members of the public consider to be controversial in nature. The Library will provide free and equitable access to library collections to all users. In selecting materials, library staff will use professional reference resources, judgment, knowledge and experience to select these materials, and will proactively solicit advice from, as well as anticipate the needs and interests of, the community.

### **III. COLLECTION DEVELOPMENT GUIDELINES**

- a. The selection of any material or resource does not constitute an endorsement by the Library, City of Signal Hill, or its staff.
- b. The Library recognizes that many materials and resources may be controversial.
- c. Selection decisions are guided by the merits of the work, collection needs, and interests of a diverse collection which can support the roles of the library as a reference center, learning center, educational center, and community center for the City's diverse community.
- d. Selection decisions are not influenced by the possibility that material may be accessible to children. Responsibility for children's use of library materials and resources lies with their parents, legal guardians, or caretakers.
- e. The Library selects materials of varying complexity, media, and format because it serves a public that includes a wide range of ages, educational backgrounds, interests, sensory preferences, and reading skills. When staff reviews and selects materials for purchase, they consider the needs of the entire community.
- f. The Library may select materials that are to be used in the Library only.

- g. Library materials will not be marked or identified to show approval or disapproval of the contents and nothing will be sequestered except to protect it from theft or damage.
- h. Each type of material must be considered in terms of its own merits and its intended audience. A single standard does not apply to all acquisition decisions; therefore, some material may be chosen to fulfill recreational needs of the community, while others may be selected because of their artistic merit, scholarship, or value to humanity.
- i. Library materials that experience high-demand may or may not meet the general and specific criteria contained in this policy. Volume and nature of patron requests are a serious consideration for selectors. Additionally, as the community's social and intellectual climate changes, materials not originally recommended for purchase may become of interest.
- j. Materials donated to the Library are not automatically added to the collection. These items are reviewed by Library staff according to the selection criteria. The Library may add works produced by authors, printers, or publishers with Signal Hill connections that meet the purpose and objectives of this policy.

#### **IV. SELECTION CRITERIA**

Collection development decisions are based on staff judgment, training, knowledge, and expertise. Materials are available in a variety of formats, quantities, and titles. Selection criteria includes but are not limited to, the following general criteria to select new and donated materials for the collection:

- a. Relevance to the interests and needs of the community
- b. Extent of publicity, critical review, and current or anticipated demand
- c. Current or historical significance of the author or subject
- d. Local significance of the author or subject
- e. Relevance to the existing collection's strengths and weaknesses
- f. Reputation and qualifications of the author, publisher, or producer, with preference generally given to titles vetted through examination of professional reviews (ex. *Library Journal*, *Publishers Weekly*, *Booklist*, *Kirkus*, etc.).
- g. Suitability of format to Library circulation and use
- h. Date of publication
- i. Diversity of collections with a focus on being equitable in representation of subjects, authors, and protagonists

- j. Price, availability, space available in the Library, and Library materials budget

The Library does not purchase the following types of material: costly books of little demand, collectibles, used books or items, textbooks, family genealogies, or materials from direct solicitation of authors or publishers. Abridged, expurgated, or condensed materials are also generally not acquired.

## **V. PATRON RECOMMENDATIONS AND REQUESTS**

Patrons may request items that the Library does not presently own. Each request is reviewed for inclusion in the collection and will follow the collection maintenance guidelines and selection criteria listed in this policy. Requests can be made in person, over the phone, or online.

## **VI. MAINTENANCE OF LIBRARY MATERIALS**

- a. Most Library materials are processed in such a way as to ensure their maximum use under normal circumstances.
- b. Damaged but still usable materials are mended according to an established set of procedures.
- c. Titles and items may be withdrawn from the collection through periodic, systematic review by librarians. Materials may be withdrawn because they are worn, obsolete, or seldom used; superseded by a newer edition or better work on the subject; or physically damaged or in poor condition, as further addressed in Section X, Criteria for Weeding and Withdrawal.

## **VII. COLLECTION MANAGEMENT OVERVIEW**

The Library's collection is a living, changing entity that staff review regularly. As items are added, others are reviewed for their ongoing value and sometimes are withdrawn from the collection. Great care is taken to retain or replace items that have enduring value to the community. Decisions are influenced by patterns of use, budgetary constraints, the capacity of each location, and the holdings of other libraries that may specialize in a given subject matter.

## **VIII. RESPONSIBILITY FOR COLLECTION MANAGEMENT**

The final authority for the Library collection rests with the City Librarian or their designee. Implementation of the collection development policy and management of the collection is assigned to the Library staff. The Signal Hill Public Library disposes of materials that have been withdrawn according to the criteria for weeding and withdrawal outlined below.

## **IX. CRITERIA FOR WEEDING AND WITHDRAWAL**

- a. The following criteria are used in selecting materials for withdrawal:
  - 1. Damage or poor condition
  - 2. Number of copies in the collection
  - 3. Relevance to the needs and interests of the community
  - 4. Current demand and frequency of use
  - 5. Accuracy and timeliness
  - 6. Lack of local interest
  - 7. Relevance to Signal Hill Public Library's research collections
  - 8. Availability elsewhere, including other libraries and online
  - 9. Deemed to be of an enduring nature
  - 10. Availability of improved or newer editions
  - 11. Space availability
  - 12. Outdated or harmful representations of groups of people
- b. In addition, staff use the following guidelines for the withdrawal of items from special collections:
  - 1. Curatorial or environmental requirements exceed the resources of the Library
  - 2. Legal restrictions, possession of a valid title, the donor's intent, along with any other considerations associated with its bequeathal
  - 3. Relevance to the scope of the special collections
- c. Replacement of materials that are withdrawn is not automatic. The following criteria are considered when determining the need for replacement:
  - 1. Number of copies in area libraries
  - 2. Existence of adequate coverage of the subject
  - 3. Demand for the specific title or for material in that subject area
  - 4. Existence of a newer format as a replacement
- d. Withdrawn items are donated to The Friends of the Signal Hill Library for reuse and recycling. Materials unsuitable for transfer are discarded or recycled. The Library will not accept requests to hold weeded materials for individuals. Donated items not added to the Library collection may be disposed of or given to the Friends of the Signal Hill Library, who sells them to fund donations that benefit the Library. Proceeds from such sales are used to benefit library services and programs.
- e. For an item withdrawn from special collections, including rare books, artwork, photographs, and archival materials, the Library will document its disposition.
- f. Popular magazines are typically held for the current year. Daily newspapers are typically held for up to 5 months. Signal Hill Public newspapers are held in paper format for 6 months.

## **X. COLLECTION AUDITS**

The Library routinely performs an audit of the collection to identify gaps in subjects and equitable representation of voices.

The results of the collection audit are used by library staff to purchase titles that fill in gaps in the collection. The budget for these purchases is the standard annual collection budget unless a grant or other one-time funds are infused.

## **XI. GIFTS AND DONATIONS**

The Signal Hill Public Library accepts donations of books and other materials with the understanding that the same selection guidelines are applied to gifts and donations as are applied to materials purchased by the Library. The Library retains the authority to accept or reject gifts. Library staff make all decisions as to the use, housing, and final disposition of donations.

Acceptance of donated items is subject to the discretion of the unit head in conformity with Library selection standards. Gifted materials that are not added to the collection are not returned to the donor. Unused gifts may be offered to non-profit organizations, including the Friends of the Signal Hill Library, for public sale, discarded, or disposed of in some other way. Proceeds from such sales are used to benefit library services and programs.

Collections of donated materials may not necessarily be kept together as a group, and the Library may not be able to accept gifts with this requirement. The Library does not evaluate or appraise gift materials for tax purposes.

## **XII. SCOPE OF THE LIBRARY**

The Signal Hill Public Library contains the Library's core fiction and nonfiction collections in multiple formats, including but not limited to print, audio, and video formats for the Library system, and includes materials of an enduring nature as well as current-interest materials. The Library collections represent the diverse viewpoints and interests of the community the Library serves. The Reference collection contains current and historical non-circulating publications to support reference service for the public, students, and businesspeople.

## **XIII. SCOPE OF THE ONLINE COLLECTION**

The online collection represents the diverse viewpoints and interests of the entire community the Library serves. This collection includes citation and full-text databases; eBooks, learning resources, other downloadable and streaming media, and instructional platforms.

## **XIV. SCOPE OF SPECIAL COLLECTIONS**

World Language Collections - The Signal Hill Public Library provides materials in multiple formats in various languages. Other than English and Spanish, Khmer is the largest notable non-English language in the Signal Hill Public Library collection.

## **XV. REQUESTS FOR RECONSIDERATION**

The Library selects collection materials using established criteria and full consideration of the varying age groups and backgrounds of patrons. Requests for removal of items from the collection may be made by Signal Hill residents using a formal procedure outlined below and with the “Request for Reconsideration of Library Materials” form attached hereto as Appendix D.

- a. The Signal Hill Public Library recognizes that at any given time, some materials may be deemed inappropriate or offensive by patrons. Selection of materials is based on the principles stated in this policy. Materials will not be identified to show approval or disapproval. No materials will be sequestered except to protect them from damage or theft.
- b. The Library believes that censorship is purely an individual matter and declares that while anyone is free to reject for themselves books and other materials that they do not approve of, they cannot exercise this right of censorship to prevent other people from reading or using other library materials. The Signal Hill Public Library adheres to and supports the American Library Association Bill of Rights, the American Library Association Freedom to Read Statement, and the American Library Association Freedom to View Statement (See Appendices A, B, and C, respectively).
- c. Responsibility for supervising children’s use of the Library and Library materials rests with parents or legal guardians. At no time will the Library staff act in *loco parentis*. The selection of Library material will not be inhibited by the possibility that materials may come into the possession of children.
- d. Patrons requesting that an item be moved or withdrawn from the Signal Hill Public Library collection must complete a “Request for Reconsideration of Library Materials” form, a sample of which is included in the Appendix of this policy. Patrons must reside in the City of Signal Hill to have their request considered, and only one request per patron will be considered at a time. The request for reconsideration will be acknowledged in writing by the City Librarian within thirty (30) business days. The City Librarian will assign a panel of staff members to evaluate the item in question. Review will be completed in no more than thirty (30) business days of the initial request for reconsideration. The panel’s recommendations will be considered, and the Library Director’s final decision will be mailed or emailed to the patron. Once a title has been considered, it will not be reviewed again for a period of two (2) years.



**XVI. APPENDIX OF THE COLLECTION DEVELOPMENT POLICIES INCLUDES:**

- a. Signal Hill Public Library Request for Reconsideration Form
- b. This policy replaces any previous policy regarding collection development. Reviewed by City Attorney's Office January 21, 2026. Approved and adopted January 27, 2026 by City Council minute order. Implemented January 28, 2026.

## **APPENDIX A**

### **American Library Association - Library Bill of Rights**

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

- I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
- II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
- III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
- IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
- V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
- VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.
- VII. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use. Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.

Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; January 29, 2019.  
Inclusion of "age" reaffirmed January 23, 1996.

## **APPENDIX B**

### **American Library Association - The Freedom to Read Statement**

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they are prepared to sacrifice their heritage of a free press in order to be "protected" against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings.

The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1. *It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.*

Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process. Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

2. *Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.*

Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought. The people should have the freedom to read and consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.

3. *It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.*

No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.

4. *There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.*

To some, much of modern expression is shocking. But is not much of life itself shocking? We cut off literature at the source if we prevent writers from dealing with the stuff of life. Parents and teachers have a responsibility to prepare the young to meet the diversity of experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing them from reading works for which they are not yet prepared. In these matters values differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.

5. *It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.*

The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for others. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do

their thinking for them.

6. *It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.*

It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive. Further, democratic societies are more safe, free, and creative when the free flow of public information is not restricted by governmental prerogative or self-censorship.

7. *It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.*

The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all Americans the fullest of their support.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.

*A Joint Statement by:*

American Library Association  
Association of American Publishers

*Subsequently endorsed by:*

[American Booksellers for Free Expression](#)

[The Association of American University Presses](#)

[The Children's Book Council](#)

[Freedom to Read Foundation](#)

[National Association of College Stores](#)

[National Coalition Against Censorship](#)

[National Council of Teachers of English](#)

[The Thomas Jefferson Center for the Protection of Free Expression](#)

## **APPENDIX C**

### **American Library Association - Freedom to View Statement**

The FREEDOM TO VIEW, along with the freedom to speak, to hear, and to read, is protected by the First Amendment to the Constitution of the United States. In a free society, there is no place for censorship of any medium of expression. Therefore these principles are affirmed:

1. To provide the broadest access to film, video, and other audiovisual materials because they are a means for the communication of ideas. Liberty of circulation is essential to insure the constitutional guarantee of freedom of expression.
2. To protect the confidentiality of all individuals and institutions using film, video, and other audiovisual materials.
3. To provide film, video, and other audiovisual materials which represent a diversity of views and expression. Selection of a work does not constitute or imply agreement with or approval of the content.
4. To provide a diversity of viewpoints without the constraint of labeling or prejudging film, video, or other audiovisual materials on the basis of the moral, religious, or political beliefs of the producer or filmmaker or on the basis of controversial content.
5. To contest vigorously, by all lawful means, every encroachment upon the public's freedom to view.

This statement was originally drafted by the Freedom to View Committee of the American Film and Video Association (formerly the Educational Film Library Association) and was adopted by the AFVA Board of Directors in February 1979. This statement was updated and approved by the AFVA Board of Directors in 1989.

Endorsed January 10, 1990, by the ALA Council

## Appendix D

### Signal Hill Public Library Request for Reconsideration of Library Materials

Your Name: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Author/Artist: \_\_\_\_\_

Title: \_\_\_\_\_

Please briefly answer the following questions about the item that you would like to have reconsidered.

1. Did you obtain the item at the Signal Hill Public Library, or did you place it on hold to be delivered through Interlibrary Loan?
2. How did you learn of this item?
3. What are your objections to this item?
4. What harm do you feel might result from reading/listening to/viewing this work?
5. Did you read/listen to/view the work in its entirety? If not, what parts did you read/listen to/view?
6. Have you read any professional reviews of the work? If so, please list the names of critics and sources of reviews.
7. What do you think are the main ideas of the work or what was the author's/artist's purpose in creating this work?
8. What suggestion do you have for a work with a similar purpose to replace this item?
9. What would you like the library to do with this material?

Thank you for taking the time to fill out this form. The City Librarian will respond to your concerns within 30 business days of receipt of this form.

\_\_\_\_\_  
Signature Date

**\*OFFICE USE ONLY\***

Date Received: \_\_\_\_\_ Staff Initials: \_\_\_\_\_

Response Date: \_\_\_\_\_ Staff Initials: \_\_\_\_\_





CITY OF SIGNAL HILL  
STAFF REPORT

2175 Cherry Avenue • Signal  
Hill, California 90755-3799

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1/27/2026

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**AGENDA ITEM**

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

**FROM: CARLO TOMAINO  
CITY MANAGER**

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

**SUBJECT: ADOPT A RESOLUTION DESIGNATING AN ANNUAL JESSIE NELSON  
DAY OF REMEMBRANCE ON APRIL 14, OF EACH YEAR**

**Summary:**

Jessie Nelson served as the first mayor of Signal Hill at the time of its incorporation. Her role was historically significant not only because she helped guide the newly formed city through its earliest governance decisions, but because she did so as a female mayor at a time when women in political leadership were rare. Her tenure set an aspirational tone for the City, promoting progressive thought, civic responsibility, and an inclusive approach to community building. At the City Council meeting of September 9, 2025, City Council provided staff with direction to propose a Jessie Nelson Day of Remembrance and provide ideas for programming to recognize her accomplishments and contributions to the City. At the City Council meeting of December 9, 2025, City Council unanimously approved the designation of April 14 as Jessie Nelson Day of Remembrance.

**Strategic Plan Goal(s):**

Goal No. 5: High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

**Recommendation:**

Adopt a Resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA,  
DESIGNATING AN ANNUAL JESSIE NELSON DAY OF REMEMBRANCE TO BE OBSERVED  
EACH YEAR ON APRIL 14

**Fiscal Impact:**

Staff estimates that the annual designation of Jessie Nelson Day of Remembrance will have an annual cost of approximately \$5,000.

Background:

At the City Council meeting of August 26, 2025, Mayor Jones received support from Council Member Woods to enable further discussion to potentially designate a day in April as a Jessie Nelson Day of Remembrance. On September 9, 2025, staff agendized the discussion of an annual Jessie Nelson Day of Remembrance and City Council instructed staff to return with a recommendation for the date of designation in April.

On December 9, 2025, City Council approved the designation of the annual Jessie Nelson Day of Remembrance on April 14, and authorized staff to return with a resolution to memorialize the designation.

Analysis:

Jessie Nelson served as the first mayor of Signal Hill at the time of its incorporation. Her role was historically significant not only because she helped guide the newly formed city through its earliest governance decisions, but because she did so as a female mayor at a time when women in political leadership were rare. Her tenure set an aspirational tone for the City, promoting progressive thought, civic responsibility, and an inclusive approach to community building.

Under Nelson's leadership, the City navigated the complex transition from an unincorporated oil-producing area to an organized municipality. Her forward-thinking perspective helped establish foundational policies, community standards, and a governance style that valued transparency and collaboration. Jessie Nelson's example continues to serve as a critical point of pride for the community and is an inspiration for future generations of civic leaders.

In consideration of the City Council's desire to explore dates in April to commemorate a Jessie Nelson Day of Remembrance, staff proposed selecting the City's official date of incorporation on April 14 each year. At the meeting of December 9, 2025, City Council approved this date as the official day to designate Jessie Nelson and directed staff to return at a future City Council meeting to memorialize this direction.

Staff recommends the City Council adopt a Resolution formally recognizing April 14 as the date upon which the City annually recognizes Jessie Nelson for her contributions. Staff will develop a schedule of programs to commemorate the observance and will begin to develop marketing material to encourage attendance and notify the public about the various activities.

Reviewed for Fiscal Impact:

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Siamlu Cox

Attachment(s):

A. City Council Resolution 2026-01-XXXX

**RESOLUTION NO. 2026-01-XXXX**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
SIGNAL HILL, CALIFORNIA, DESIGNATING AN ANNUAL  
JESSIE NELSON DAY OF REMEMBRANCE TO BE  
OBSERVED EACH YEAR ON APRIL 14**

**WHEREAS**, Jessie Nelson holds a distinguished place in the history of the City of Signal Hill as the City's first Mayor, serving during a pivotal and formative period following Signal Hill's incorporation; and

**WHEREAS**, Jessie Nelson's leadership during the City's early years helped establish the foundation for local governance, civic identity, and community pride, setting a tone of progress, resilience, and public service that continues to guide the City today; and

**WHEREAS**, as a trailblazing woman leader, Jessie Nelson's election and service as Mayor represented a significant achievement at a time when women were underrepresented in public office, and her leadership demonstrated foresight, determination, and an unwavering commitment to the residents of Signal Hill; and

**WHEREAS**, Jessie Nelson played a critical role in navigating the challenges of a newly incorporated city, advocating for local control, municipal stability, and the long-term well-being of the Signal Hill community; and

**WHEREAS**, the City of Signal Hill has a responsibility to honor individuals whose contributions have had a lasting and meaningful impact on the City's history and development, and to ensure that their stories are preserved and shared with future generations; and

**WHEREAS**, April 14 marks the official date of incorporation of the City of Signal Hill, making it a fitting and symbolic date to remember and honor Jessie Nelson's leadership and service to the community; and

**WHEREAS**, the City Council desires to formally recognize Jessie Nelson's legacy through an annual day of remembrance that encourages reflection, education, and civic appreciation of Signal Hill's history;

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

Section 1. Designation of Day of Remembrance:

The City Council of the City of Signal Hill hereby designates April 14 of each year as "Jessie Nelson Day of Remembrance" in the City of Signal Hill.

Section 2. Purpose of the Observance:

Jessie Nelson Day of Remembrance shall serve to honor Jessie Nelson's contributions as the City's first Mayor, recognize her role in shaping Signal Hill's early governance, and acknowledge her lasting impact as a pioneering civic leader.

Section 3. Recognition and Educational Activities:

The City encourages appropriate commemorative, educational, or ceremonial activities, as feasible, to highlight Jessie Nelson's legacy and the historical significance of Signal Hill's incorporation.

Section 4. Effective Date:

This Resolution shall take effect immediately upon adoption.

**PASSED, APPROVED, AND ADOPTED** at a regular meeting of the City Council of the City of Signal Hill, California, on this 27<sup>th</sup> day of January, 2026.

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TINA L. HANSEN  
MAYOR

ATTEST:

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DARITZA PEREZ  
CITY CLERK

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

I, DARITZA PEREZ, City Clerk of the City of Signal Hill, California, hereby certify that Resolution No. 2026-01-xxxx was adopted by the City Council of the City of Signal Hill at a regular meeting held on the 27<sup>th</sup> day of January, 2026, and that the same was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

DARITZA PEREZ  
CITY CLERK



CITY OF SIGNAL HILL  
STAFF REPORT

2175 Cherry Avenue • Signal  
Hill, California 90755-3799

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1/13/2026

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**AGENDA ITEM**

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

**FROM: CARLO TOMAINO  
CITY MANAGER**

**SUBJECT: APPROVAL OF MEETING MINUTES**

Summary:

Regular Meetings of December 9, 2025 and January 13, 2026.

Strategic Plan Goal(s):

Goal No. 5. High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Approve the meeting minutes.



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## CITY OF SIGNAL HILL

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2175 Cherry Avenue • Signal Hill, California 90755-3799

MINUTES OF A REGULAR MEETING  
SIGNAL HILL CITY COUNCIL  
December 09, 2025

A Regular Meeting of the Signal Hill City Council was held in-person in the Community Room of the Signal Hill Public Library on December 9, 2025.

(1) **CALL TO ORDER – 6:00 P.M.**

(2) **ROLL CALL**

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

(3) **CLOSED SESSION**

- a. A CLOSED SESSION WAS HELD PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(2).

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(2).

NUMBER OF POTENTIAL CASES: 1

- b. A CLOSED SESSION WAS HELD PURSUANT TO GOVERNMENT CODE SECTION 54956.8.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

PROPERTY: APPROXIMATELY 1.9 ACRES OF CITY-OWNED LAND  
LOCATED AT THE 2400 BLOCK OF GARDENA AVENUE; HERITAGE  
SQUARE CENTRAL BUSINESS DISTRICT SPECIFIC PLAN; APNS:

7214-005-900, 7214-005-901, 7214-005-902, 7214-005-903 AND  
7214-005-904.

AGENCY NEGOTIATORS: MAYOR AND CITY MANAGER.

NEGOTIATING PARTIES: CITY OF SIGNAL HILL, AVANT REAL ESTATE,  
SIGNAL HILL PETROLEUM, AND THEIR AUTHORIZED AGENTS OR  
REPRESENTATIVES.

UNDER NEGOTIATION: PRICE AND TERMS OF PAYMENT.

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

There was no public business from the floor.

(5) **RECESS TO CLOSED SESSION**

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

(7) **PLEDGE OF ALLEGIANCE**

(8) **CLOSED SESSION REPORT**

The City Attorney stated there was no reportable action.

(9) **PUBLIC BUSINESS FROM THE FLOOR ON ITEMS NOT LISTED ON THE AGENDA  
(SPEAKERS WILL BE GIVEN THREE MINUTES FOR EACH DISTINCT ITEM)**

There was no public business from the floor.

(11) **PRESENTATIONS** (this item was heard out of order)

- a. POLICE CHIEF BRAD KENNEALLY WILL PRESENT PLAQUES HONORING  
THE LIVES OF FORMER SIGNAL HILL POLICE DEPARTMENT PERSONNEL.

Police Chief Brad Kenneally presented Agenda Item 11a.

- b. COMMUNICATION SPECIALIST CINDY FLARO WILL PRESENT AN UPDATE  
TO THE CITY'S COMMUNICATION PLAN.

Communications Specialist Cindy Flaro presented Agenda Item 11b.

- c. THE HUMAN RIGHTS CAMPAIGN FOUNDATION (FOUNDATION) IS THE  
LARGEST CIVIL RIGHTS ORGANIZATION WORKING TO ACHIEVE  
EQUALITY FOR LESBIAN, GAY, BISEXUAL, TRANSGENDER, AND QUEER  
(LGBTQ+) AMERICANS. BY INSPIRING AND ENGAGING INDIVIDUALS AND  
COMMUNITIES, THE FOUNDATION STRIVES TO END DISCRIMINATION  
AGAINST LGBTQ+ PEOPLE AND REALIZE A WORLD THAT ACHIEVES  
FUNDAMENTAL FAIRNESS AND EQUALITY FOR ALL.



THE FOUNDATION'S MUNICIPAL EQUALITY INDEX (MEI) IS THE ONLY NATIONWIDE ASSESSMENT OF MUNICIPAL LAWS, POLICIES, AND SERVICES THAT ARE INCLUSIVE OF LGBTQ+ PEOPLE. LOCALITIES ARE RATED BASED ON NON-DISCRIMINATION LAWS, THE MUNICIPALITY AS

AN EMPLOYER, MUNICIPAL SERVICES, LAW ENFORCEMENT, AND LEADERSHIP ON LGBTQ+ EQUALITY. THE MEI PROVIDES A PUBLIC SNAPSHOT OF HOW CITIES ADVANCE LGBTQ+ EQUALITY AND A FRAMEWORK FOR MAYORS, COUNCILORS, AND ADMINISTRATORS ACROSS THE COUNTRY, OUTLINING IMPACTFUL STEPS THEY CAN TAKE TO PROTECT THEIR LGBTQ+ RESIDENTS AND STAFF.

THE CITY OF SIGNAL HILL HAS BEEN NAMED ONE OF THE BEST CITIES IN THE NATION FOR LGBTQ+ INCLUSION IN MUNICIPAL LAW AND POLICY, EARNING A PERFECT SCORE IN THE FOUNDATION'S 2025 MEI. THE CITY WAS ONLY ONE OF 132 CITIES, NATIONWIDE, TO ACHIEVE A PERFECT SCORE; REFLECTING THE CITY'S OVERALL COMMITMENT TO CREATING AN INCLUSIVE AND SUPPORTIVE ENVIRONMENT FOR ALL RESIDENTS.

Assistant to the City Manager/Economic Development Manager Alfa Lopez presented Agenda Item 11c.

## **(10) CITY COUNCIL REORGANIZATION**

### **a. CITY COUNCIL REORGANIZATION**

The City Clerk presided over the selection of Mayor and declared nominations open for Mayor.

Council Member Jones nominated Vice Mayor Hansen for Mayor. There were no additional nominations.

City Clerk declared the nominations closed.

The following vote resulted:

Council Member Copeland:	Council Member Hansen
Council Member Hansen:	Council Member Hansen
Council Member Honeycutt:	Council Member Hansen
Council Member Jones:	Council Member Hansen
Council Member Woods:	Council Member Hansen

City Clerk declared Vice Mayor Hansen as the new Mayor.

Mayor Hansen declared the nominations open for Vice Mayor.

Council Member Jones nominated Council Member Honeycutt for Vice Mayor. There were no additional nominations.

Mayor Hansen declared the nominations closed.

The following vote resulted:

Council Member Copeland:	Council Member Honeycutt
Mayor Hansen:	Council Member Honeycutt
Council Member Jones:	Council Member Honeycutt
Council Member Honeycutt:	Council Member Honeycutt
Council Member Woods:	Council Member Honeycutt

Mayor Hansen declared Council Member Honeycutt as the new Vice Mayor.

Mayor Hansen presented outgoing Mayor Jones with a proclamation.

## **(12) PUBLIC HEARINGS**

- a. CONSIDERATION OF AN OMNIBUS ORDINANCE AMENDING VARIOUS SECTIONS OF THE SIGNAL HILL MUNICIPAL CODE TO CLARIFY REGULATIONS, CONFORM TO STATE LAW, AND UPDATE PROVISIONS

City Attorney Richardson presented the staff report and responded to questions from the City Council.

Mayor Hansen opened the public hearing at 7:46 P.M.

There was no public comment.

The public hearing was closed at 7:46 P.M.

It was moved by COUNCIL MEMBER COPELAND and seconded by COUNCIL MEMBER JONES to: approve the proposed changes to the Signal Hill Municipal Code ("SHMC") by introducing for first reading the Ordinance entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA RECOMMENDING CITY COUNCIL APPROVAL OF AN ORDINANCE AMENDING SPECIFIED PROVISIONS OF TITLE 20 (ZONING) OF THE CITY'S MUNICIPAL CODE AND OTHER SPECIFIED MUNICIPAL CODE PROVISIONS PURSUANT TO THE CITY'S ANNUAL CODE UPDATE, TO CLARIFY REGULATIONS, BOLSTER EXISTING ONES, REMOVE UNNECESSARY OR REDUNDANT PROVISIONS, UPDATE REGULATIONS TO CONFORM TO STATE LAW AND MODERNIZE SAME; AND FINDING SAID ACTION EXEMPT FROM CEQA.

The following vote resulted:

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

NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE

- b. PUBLIC HEARING, SECOND READING, AND ADOPTION OF ORDINANCE NO. 2025-11-1555 AMENDING TITLE 15 (BUILDINGS AND CONSTRUCTION) OF THE SIGNAL HILL MUNICIPAL CODE TO ADOPT BY REFERENCE THE 2025 CALIFORNIA BUILDING STANDARDS CODE AND OTHER UNIFORM CODES

City Attorney Richardson presented the staff report.

Mayor Hansen opened the public hearing at 7:49 P.M.

There was no public comment.

The public hearing was closed at 7:49 P.M.

It was moved by COUNCIL MEMBER WOODS and seconded by COUNCIL MEMBER JONES to: adopt Ordinance No. 2025-11-1555 amending Title 15 (Buildings and Construction) of the Signal Hill Municipal Code and adopting the 2025 California Building Codes by reference, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING CHAPTERS 15.02, 15.04, 15.06, 15.10, 15.12, 15.16, 15.20, AND 15.36, OF TITLE 15 (BUILDINGS AND CONSTRUCTION) OF THE CITY'S MUNICIPAL CODE TO ADOPT BY REFERENCE THE 2025 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24), VOLUMES I AND II AND ALL APPENDICES WITH CERTAIN AMENDMENTS TO APPENDIX J, CONSISTING OF THE 2025 CALIFORNIA RESIDENTIAL CODE, THE 2025 CALIFORNIA PLUMBING CODE, THE 2025 CALIFORNIA GREEN BUILDING STANDARDS CODE, THE 2025 CALIFORNIA ELECTRICAL CODE, AND THE 2025 CALIFORNIA ENERGY CODE; TOGETHER WITH CERTAIN CHANGES THERETO; AND ADOPTING BY REFERENCE THE 2024 INTERNATIONAL SWIMMING POOL AND SPA CODE, THE 2024 INTERNATIONAL PROPERTY MAINTENANCE CODE, 2024 INTERNATIONAL BUILDING CODE, 2024 INTERNATIONAL GREEN STANDARDS CODE, AND 2024 INTERNATIONAL RESIDENTIAL CODE TOGETHER WITH CERTAIN CHANGES THERETO; AND DELETING CHAPTERS 15.22 AND 15.32 OF TITLE 15 (BUILDINGS AND CONSTRUCTION);

and authorize staff to submit the Buildings and Construction Code Ordinance to the California Building Standards Commission.

The following vote resulted:

AYES:	COUNCIL MEMBER COPELAND COUNCIL MEMBER JONES COUNCIL MEMBER WOODS VICE MAYOR HONEYCUTT MAYOR HANSEN
NOES:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

**(13) CITY MANAGER REPORTS**

a. ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR FISCAL YEAR 2024-25

Finance Director Siamlu Cox presented the staff report and responded to questions from the City Council.

There was no public comment.

It was moved by COUNCIL MEMBER JONES and seconded by COUNCIL MEMBER COPELAND to: 1. Receive and file the City's ACFR for FY 2024-25; 2. Direct staff to return the first part of the 2026 calendar year with proposed appropriations for the FY 2024-25 General Fund positive fund balance; and 3. Direct staff to distribute copies of the ACFR for FY 2024-25 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.

The following vote resulted:

AYES:	COUNCIL MEMBER COPELAND COUNCIL MEMBER JONES COUNCIL MEMBER WOODS VICE MAYOR HONEYCUTT MAYOR HANSEN
NOES:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

b. PROPOSED POLICY FOR CITY COUNCIL COMMITTEES

Deputy City Manager Yvette Aguilar presented the staff report and responded to questions from the City Council.

There were no comments from the public.

It was moved by COUNCIL MEMBER JONES and seconded by COUNCIL MEMBER WOODS to: Council approve the proposed City Council Committee Policy as presented.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

c. **POTENTIAL DESIGNATION OF AN ANNUAL JESSIE NELSON DAY OF REMEMBRANCE**

Deputy City Manager Yvette Aguilar presented the staff report and responded to Council inquiry.

There was no public comment.

It was moved by COUNCIL MEMBER JONES and seconded by COUNCIL MEMBER WOODS to direct staff to move forward with the programming as outlined in the presentation and return to the Council with a Resolution effectuating the same.

The following vote resulted:

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

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

**(14) 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. RESOLUTION NO. 2025-12-6914 IMPLEMENTING NO OVERNIGHT PARKING ON A SEGMENT OF GUNDRY AVENUE AND ONE BLOCK OF 21ST STREET.
- b. RESOLUTION NO. 2025-12-6915 APPROVING THE ANNUAL REVIEW OF INSTITUTIONAL PERMITS.
- c. LICENSING AGREEMENT WITH CLEARGOV, INC. FOR CITYWIDE BUDGET PREPARATION SOFTWARE.

- d. CONTRACT AMENDMENT REGISTER DATED DECEMBER 9, 2025.
- e. WARRANT REGISTER PRESENTED DECEMBER 9, 2025.
- f. APPROVAL OF MEETING MINUTES.

It was moved by COUNCIL MEMBER COPELAND and seconded by COUNCIL MEMBER JONES to approve the Consent Calendar.

The following vote resulted:

AYES:	MAYOR HANSEN VICE MAYOR HONEYCUTT COUNCIL MEMBER COPELAND COUNCIL MEMBER JONES COUNCIL MEMBER WOODS
NOES:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

#### **(15) COUNCIL AGENDA--NEW BUSINESS**

Council Member Woods made no remarks.

Council Member Jones reported attending a Leadership Conference in Washington D.C. the prior week. He invited the public to attend the Mayor's Reception on December 10<sup>th</sup>, complimented staff on the decorations and trees throughout the City, and thanked staff for their willingness and efforts to accomplish the Council's goals despite having to work in temporary quarters throughout the year.

Council Member Copeland made no remarks.

Vice Mayor Honeycutt spoke about his upcoming term as Vice Mayor and was enthusiastic about working alongside Mayor Hansen. He commended the Police Department for their Heroes and Helpers event held the past weekend and invited Police Chief Kenneally to speak regarding the event.

Mayor Hansen wished the entire community Happy Holidays, reminded the community there is no second City Council Meeting in December scheduled and recognized family members in the audience.

## **ADJOURNMENT**

It was moved by COUNCIL MEMBER WOODS and seconded by COUNCIL MEMBER COPELAND to adjourn tonight's meeting to the regular meeting of the City Council on Tuesday, January 13, 2026.

MAYOR HANSEN adjourned the meeting at 8:30 P.M.

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MAYOR TINA HANSEN

Attest:

---

DARITZA PEREZ  
CITY CLERK



## **CITY OF SIGNAL HILL**

2175 Cherry Avenue • Signal Hill, California 90755-3799

### **MINUTES OF A REGULAR MEETING SIGNAL HILL CITY COUNCIL January 13, 2026**

A Regular Meeting of the Signal Hill City Council was held in-person in the Community Room of the Signal Hill Public Library on January 13, 2026.

**(1) CALL TO ORDER – 6:00 P.M.**

**(2) ROLL CALL**

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

ABSENT: NONE

**(3) CLOSED SESSION**

- a. A CLOSED SESSION WAS HELD PURSUANT TO GOVERNMENT CODE SECTION 54957(B)(1) REGARDING THE APPOINTMENT OF ONE (1) PUBLIC EMPLOYEE.

TITLE: COMMUNITY DEVELOPMENT DIRECTOR

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

There was no public business from the floor.

**(5) RECESS TO CLOSED SESSION**

The City Council recessed to Closed Session at 6:03 P.M.

**(6) RECONVENE REGULAR MEETING – 7:00 P.M.**



Mayor Hansen reconvened the meeting and led the audience in the Pledge of Allegiance.

**(7) PLEDGE OF ALLEGIANCE**

**(8) CLOSED SESSION REPORT**

The City Attorney stated there was no reportable action.

**(9) PUBLIC BUSINESS FROM THE FLOOR ON ITEMS NOT LISTED ON THE AGENDA (SPEAKERS WILL BE GIVEN THREE MINUTES FOR EACH DISTINCT ITEM)**

There was no public business from the floor.

**(10) PRESENTATIONS**

There were no items for Presentation.

**(11) CITY MANAGER REPORTS**

- a. CONTRACT SERVICES AGREEMENT WITH VICTOR “VING” FUNG OF GREETINGS TOUR INCORPORATED. FOR THE DESIGN AND INSTALLATION OF OUTDOOR PUBLIC ART IN SIGNAL HILL’S AT HILLBROOK PARK

Alyssa Christenson, Management Assistant, presented the staff report. The artist, Victor Fung, spoke regarding his artistic vision and reviewed design elements from the art piece. It was moved by COUNCIL MEMBER COPELAND and seconded by VICE MAYOR HONEYCUTT to:

Authorize the City Manager to execute the Contract Services Agreement with Victor “Ving” Fung of Greetings Tour Incorporated to design and install the final outdoor public art at Hillbrook Park, in an amount not- to- exceed \$30,000, in a form approved by the City Attorney.

The following vote resulted:

AYES:	MAYOR HANSEN VICE MAYOR HONEYCUTT COUNCIL MEMBER COPELAND COUNCIL MEMBER JONES COUNCIL MEMBER WOODS
NOES:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

b. FARMERS MARKET RESEARCH UPDATE

City Manager Tomaino introduced the item. Acting Community Development Director Carlos Luis and Associate Planner Susana Martinez presented the staff report. Council discussion ensued. Mary Sensky, Farmer's Market owner and operator, spoke in support of a Farmer's Market and expressed interest in operating a market in Signal Hill. It was moved by COUNCIL MEMBER JONES and seconded by COUNCIL MEMBER COPELAND to:

Direct staff to initiate conversations with private party operators to begin a pilot program for a Farmer's Market.

The following vote resulted:

AYES:	MAYOR HANSEN VICE MAYOR HONEYCUTT COUNCIL MEMBER COPELAND COUNCIL MEMBER JONES COUNCIL MEMBER WOODS
NOES:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

c. RESOLUTIONS ADOPTING INVESTMENT POLICIES AND INTRODUCING A NEW INVESTMENT OPTION UNDER THE JOINT POWERS AUTHORITY LOCAL GOVERNMENT INVESTMENT POOLS OR ANNUAL ADOPTION OF THE CITY'S INVESTMENT POLICY FOR PUBLIC FUNDS AND RESOLUTIONS FOR PARTICIPATION IN THE CALIFORNIA FINANCE INTERGOVERNMENTAL TRUST (CALFIT) INVESTMENT POOL

Accounting Manager Debbie Pacheco and Management Analyst David Castro presented the staff report. It was moved by COUNCIL MEMBER COPELAND and seconded by COUNCIL MEMBER WOODS to:

Adopt Resolution No. 2026-01-6916, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, ADOPTING ITS INVESTMENT POLICY FOR PUBLIC FUNDS

The following vote resulted:

AYES:	MAYOR HANSEN VICE MAYOR HONEYCUTT COUNCIL MEMBER COPELAND COUNCIL MEMBER JONES COUNCIL MEMBER WOODS
NOES:	NONE
ABSENT:	NONE

ABSTAIN: NONE

d. COUNCIL APPOINTMENTS TO VARIOUS  
ORGANIZATIONS

City Manager Tomaino presented the staff report. Council discussion ensued. It was moved by COUNCIL MEMBER COPELAND and seconded by VICE MAYOR HONEYCUTT to:

Adopt Resolution No. 2026-01-6917, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, AMENDING RESOLUTION NO. 2024-01-6775, CONFIRMING THE APPOINTMENT OF DELEGATES AND ALTERNATES AS OFFICIAL REPRESENTATIVES OF THE CITY

The following vote resulted:

AYES:	MAYOR HANSEN
	VICE MAYOR HONEYCUTT
	COUNCIL MEMBER COPELAND
	COUNCIL MEMBER JONES
	COUNCIL MEMBER WOODS
NOES:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

**(12) CONSENT CALENDAR**

- a. WAIVE THE READING OF ORDINANCES IN FULL AND AUTHORIZE READING BY TITLE ONLY
- b. SECOND READING AND ADOPTION OF OMNIBUS ORDINANCE NO. 2025-11-1559 entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA RECOMMENDING CITY COUNCIL APPROVAL OF AN ORDINANCE AMENDING SPECIFIED PROVISIONS OF TITLE 20 (ZONING) OF THE CITY'S MUNICIPAL CODE AND OTHER SPECIFIED MUNICIPAL CODE PROVISIONS PURSUANT TO THE CITY'S ANNUAL CODE UPDATE, TO CLARIFY REGULATIONS, BOLSTER EXISTING ONES, REMOVE UNNECESSARY OR REDUNDANT PROVISIONS, UPDATE REGULATIONS TO CONFORM TO STATE LAW AND MODERNIZE SAME; AND FINDING SAID ACTION EXEMPT FROM CEQA.

- c. 2025-2027 COMMUNICATION PLAN

- d. ANNUAL REPORT OF DEVELOPMENT IMPACT FEES FOR FY 2024-2025
- e. WARRANT REGISTER PRESENTED JANUARY 13, 2026.

It was moved by COUNCIL MEMBER JONES and seconded by COUNCIL MEMBER WOODS to approve the Consent Calendar.

The following vote resulted:

AYES:	MAYOR HANSEN VICE MAYOR HONEYCUTT COUNCIL MEMBER COPELAND COUNCIL MEMBER JONES COUNCIL MEMBER WOODS
NOES:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

### **(13) COUNCIL AGENDA--NEW BUSINESS**

Council Member Copeland made no remarks.

Council Member Woods reported attending the California Contract Cities Association annual Legislative Summit in Sacramento.

Council Member Jones announced he would be making a presentation to the Long Beach Commission on Aging at the Long Beach Senior Center on January 14, 2026, highlighting the Signal Hill Social Club. He thanked those in attendance at the recent Mayor's reception following the conclusion of his tenure as Mayor for 2025.

Vice Mayor Honeycutt expressed appreciation to staff for the recent Santa's Workshop. He announced he will be serving as the Master of Ceremonies for the Chamber of Commerce Board Installation Luncheon on January 22<sup>nd</sup>. He concluded his remarks by wishing the community well in 2026.

Mayor Hansen expressed appreciation for the dedicated work of Public Works and Police Department staff during the recent storms.

### **(14) ADJOURNMENT**

It was moved by COUNCIL MEMBER JONES and seconded by COUNCIL MEMBER COPELAND to adjourn tonight's meeting to the regular meeting of the City Council on Tuesday, January 27, 2026.

MAYOR HANSEN adjourned the meeting at 8:06 p.m.

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MAYOR TINA HANSEN

Attest:

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DARITZA PEREZ  
CITY CLERK