Regular Meeting of the Artesia City Council
City Council Chambers
18747 Clarkdale Avenue
Artesia, CA 90701
(562) 865-6262

You may view this meeting live over the internet at
https://ca-artesia2.civicplus.com/241/City-Council-Meetings-Video

Monday, March 9, 2026
7:00 p.m.

1. CALL TO ORDER

1.A. Call to Order

2. ROLL CALL

2.A. Roll Call

3. INVOCATION

3.A. Invocation
— Bishop Robert Magalogo, Jesus Christ of Latter-Day Saints

4. PLEDGE OF ALLEGIANCE

4.A. Pledge of Allegiance

5. PUBLIC COMMENTS

This is the portion of the meeting set aside to invite public comments regarding any matter within the subject matter jurisdiction of the City Council. Public comments may also be submitted by email at publiccomments@cityofartesia.us before 12:00 p.m. on the date of the meeting. Public comments are limited to no more than three minutes each. If comments relate to a specific agenda item, those comments will be taken following the staff report for that item and prior to the City Council vote. Under the provisions of the Brown Act, the City Council is prohibited from taking action on items that are not listed on the agenda, but may refer the matter to staff or to a subsequent meeting. Those wishing to speak are asked to add your information at the digital public kiosk located at the entrance of the Council Chamber.

5.A. Public Comment

6. COUNCILMEMBER COMMENTS

6.A. Councilmember Comments

7. CEREMONIAL PRESENTATIONS

7.A. Developmental Disabilities Awareness Month Proclamation

7.B. Women’s History Month Proclamation

7.C. National Social Work Month Proclamation

7.D. Red Cross Month Proclamation

7.E. Community Impact Award

7.F. Government Finance Professionals Week Proclamation

7.G. Staff Introduction

8. BUSINESS PRESENTATIONS

8.A. Cal Cities Legislative Update

8.B. Saahas For Cause

9. CONSENT CALENDAR

It is recommended that Items (9A) through (9K) be acted on simultaneously in one vote unless a member of the City Council requests separate discussion and/or action on the item. In the event a member of the City Council requests separate discussion on a Consent Calendar item, or the item is removed from the Consent Calendar to allow for public comments on the item to be read. The City Council will consider that item immediately following approval of the rest of the Consent Calendar.

9.A. Accounts Payable Check Register - February 2026
— Recommendation: Receive and File.

9.B. City Financial Report - January 2026
— Recommendation: Receive and File.

9.C. AB 1234 Reporting
— Recommendation: Receive and File.

9.D. City Council Meeting Minutes
— Recommendation: Approve Minutes as Presented for January 12, 2026 - Joint Regular Artesia City Council and Special Artesia Housing Authority Meeting, and January 26, 2026 - Special Meeting.

9.E. Sister City Designation Policy
— Recommendation: Adopt Resolution No. 26-3077, Approving a Sister City Designation Policy

9.F. Enhanced Infrastructure Financing District (EIFD) Public Financing Authority Appointment and Status Update
— Recommendation: Appoint Skip Vega To Serve as the City of Arteisia’s Public Member Representative to the Public Financing Authority of the Artesia Enhanced Infrastructure Financing District, in Accordance With the Enhanced Infrastructure Financing District’s Formation Resolution.

9.G. Award of Professional Services Agreement to BPR Consulting Group for Building and Safety Services

— Recommendation: Approve, and Authorize the City Manager To Execute on the Council's Behalf, a Professional Service Agreement for Building and Safety Services to Bpr Consulting Group in an Amount Not-To-Exceed $1,500,000 From April 1, 2026 Through June 30, 2029; And

— Approve a Budget Amendment to the Building and Safety Division.

9.H. 2025 General Plan Annual Progress Report and Annual Housing Element Progress Report

— Recommendation: Approve the General Plan Annual Progress Report Inclusive of the Annual Housing Element Progress Report for Calendar Year 2025; And

— Direct Staff to File the Reports with the State of California Office of Planning and Research (OPR) and the California Department of Housing and Community Development (HCD)

9.I. Award of Landscape Maintenance Service Agreement with Brightview Landscape Services for City-Wide Landscape Maintenance in City Right-of-Way and Public Facilities

— Recommendation: Approve and Authorize the City Manager To Execute on Their Behalf, a Five-Year Landscape Maintenance Service Agreement With Brightview Landscape Services, Inc. With a Not-To-Exceed Amount of $1,100,617.20 for City-Wide Landscape Maintenance Services;

— And Make a Determination of Exemption Under CEQA Pursuant to Section 15304 (Class 4) of the State CEQA Guidelines.

9.J. Second Reading and Consideration of Ordinance Establish Temporary Outdoor Lighting Regulations

— Recommendation: Adopt Ordinance No. 26-981, Adding Section 9-2.1250 to Title 9 of the Artesia Municipal Code Establishing Regulations and Standards for the Use of Temporary Outdoor Lighting in Residential Zones; And Determining the Ordinance To Be Exempt From CEQA; And

— Find That This Action Is Exempt From the Requirements of CEQA Pursuant to Sections 15378(b)(5), and 15061(b)(3).

9.K. Second Reading and Consideration of Ordinance Amending the City's Fireworks Code

— Recommendation: Adopt Ordinance No. 28-982, Amending Chapter 2 (Fireworks) of Title 4 (Public Safety) Regarding Illegal Fireworks;

— Find the Ordinance Exempt From CEAQ under Sate CEQA Guidelines Sections 15060(c)(2),(3) 15061(b)(3); And

— Approve the Proposed Administrative Fines for Fireworks Violations and Direct Staff To Bring Back an Adopting Resolution To Coincide With the Adoption of Ordinance No. 26-982.

10. PUBLIC HEARING

10.A. Annexing Territory to Community Facilities District No. 2017-1 (Services) (Annexation No. 4)

— Recommendation: Adopt Resolution No 26-3078, Calling a Special Election and Submitting to the Qualified Electors of Territory Proposed to be Annexed to the City of Artesia, Community Facilities District No. 2017-1 (Services), County of Los Angeles, State of California the Question of Levying Special Taxes Within That Territory (Annexation No. 4);

— Adopt Resolution No. 26-3079, Acting in Its Capacity as the Legislative Body of City of Artesia, Community Facilities District No. 2017-1 (Services), County of Los Angeles, State of California, Declaring the Results of a Special Election in Such Community Facilities District on the Proposition of the Annual Levy of Special Taxes Within the Territory Proposed to be Annexed to Said Community Facilities District to Pay the Cost of Certain Services to be Provided by the Community Facilities District, Determining That the Territory Proposed to be Annexed is Added to and Part of Said Community Facilities District With Full Legal Effect, and Ordering the Recording of a Map of the Boundaries of Said Community Facilities District Including the Territory Annexed Thereto (Annexation No. 4); and

— Waive Full Reading and Introduce Ordinance No. 26-983, Authorizing the Levy of Special Taxes in a Community Facilities District, Including Certain Annexation Territory Identified as Annexation No. 4 Into City of Artesia, Community Facilities District No. 2017-1 (Services)

10.B. Resolution Adopting Updated Administrative Citation Fines

— Recommendation: Adopt Resolution No. 26-3076, Setting Forth the Administrative Citation Schedule of Civil and Administrative Fines for Violations of the Artesia Municipal Code and Related Fees, and Repealing City Council Resolution No. 18-2724

11. DISCUSSION

11.A. 2026 Independence Day Event and Fireworks Show

— Recommendation: Approve Changing the City of Artesia’s Independence Day Celebration Event Date From July 4 to July 3, 2026, Due to a Shortage of Certified Fireworks Technicians and the City’s Inability To Secure a Fireworks Vendor for July 4, 2026; And

— Approve an Agreement and Authorize the City Manager to execute on the Council's Behalf With Zambelli Fireworks to Provide a Fireworks Show on July 3, 2026 for an Amount Not-To-Exceed $37,800.

11.B. Non-Profit Facility Use Fees Discussion

— Recommendation: Discuss and Provide Direction To Staff Regarding the Facility Usage Regulations in Relation to Artesia-Based Non-Profit Organizations Versus Non-Profit Organizations Based Outside of the City.

11.C. Business Improvement District (BID) Update and Direction Regarding the Naming of Downtown

— Recommendation: Discuss and Provide Direction To Staff Regarding the Naming of Downtown To Be “Little India,” Upon Formation of the Business Improvement District (BID).

11.D. 2026 Goal Setting Report

— Recommendation: Adopt the 2026 Goal Setting Report and Direct Staff To Begin Implementation of the Goals.

12. CITY MANAGER INFORMATIONAL REPORTING

12.A. City Manager Reporting

13. COUNCILMEMBER COMMENTS

13.A. Councilmember Comments

14. ADJOURNMENT

14.A. Adjournment

The City of Artesia complies with the Americans with Disabilities Act of 1990. If you require special assistance to attend or participate in this meeting, please call the City Clerk's office at 562-865-6262 at least 72 hours prior to the meeting. Copies of Staff Reports are on file in the Office of the City Clerk and are available for inspection.

Date Posted: March 5, 2026

CITY COUNCIL AGENDA REPORT

MEETING DATE: March 9, 2026 **ITEM NO: 9A.**

TO: Mayor and Members of the City Council

SUBJECT: Accounts Payable Check Register - February 2026

FROM: Jamie Murguia, Finance Manager

REVIEWED AND APPROVED BY:
Melissa Burke, Deputy City Manager
Abel Avalos, City Manager

RECOMMENDATION:
It is recommended that the City Council receive and file this report.

BACKGROUND:
The attached demands summary (accounts payable checks) is a list of all checks issued by the City of Artesia from February 1, 2026 through February 28, 2026.

Prior to printing each check, payment requests are approved by the department manager, Finance Manager, and City Manager. Once payment requests have been approved, a batch for disbursement is processed by the Senior Accountant, and approved by the Finance Manager. Each check is then signed by the City Manager and Mayor.

FISCAL IMPACT:
There is no fiscal impact associated with approval of this item.

RECOMMENDED COUNCIL ACTION:
It is recommended that the City Council receive and file this report.

Attachments

Demand Check Register 2-2026.pdf

City of Artesia
February 2026 Check Register

Date	Transaction # Description	Transaction Type	Post Date Due Date	Transaction Amount	Payment #	Payment Date	Amount Paid
4LEAF, INC.							
01/26/2026	J4100N	Invoice	02/03/2026	$920.00	87507	02/03/2026	$920.00
	Code Enforcement Training		02/03/2026				
			Totals for 4LEAF, INC.:	$920.00			$920.00
ADP COMMERCIAL LEASING LLC							
01/16/2026	3004492	Invoice	02/03/2026	$104.17	87508	02/03/2026	$104.17
	Lease 007-0089611-001		02/03/2026				
02/13/2026	3004692	Invoice	02/24/2026	$109.38	87615	02/24/2026	$109.38
	Lease 007-0089611-001		02/24/2026				
			Totals for ADP COMMERCIAL LEASING LLC:	$213.55			$213.55
ADP, Inc.							
02/06/2026	712331334	Invoice	02/06/2026	$95.00	41395	02/06/2026	$95.00
	Processing Charges for		02/06/2026				
	period ending 12/31/2025,						
02/27/2026	714486876	Invoice	02/27/2026	$76.25	41389	02/27/2026	$76.25
	Processing Charges for		02/27/2026				
	period ending 02/28/2026,						
02/25/2026	713947940	Invoice	02/25/2026	$54.00	41390	02/25/2026	$54.00
	Processing Charges for		02/25/2026				
02/25/2026	713947660	Invoice	02/25/2026	$492.00	41391	02/25/2026	$492.00
	Processing Charges for		02/25/2026				
	2025/Q4 YE Tax Repor, AHH						
02/20/2026	713632632	Invoice	02/20/2026	$93.75	41392	02/20/2026	$93.75
	Processing Charges for		02/20/2026				
	period ending 12/31/2025,						
02/20/2026	713634249	Invoice	02/20/2026	$131.25	41393	02/20/2026	$131.25
	Processing Charges for		02/20/2026				
	period ending 12/31/2025,						
02/06/2026	712330514	Invoice	02/06/2026	$137.50	41394	02/06/2026	$137.50
	Processing Charges for		02/06/2026				
	period ending 12/31/2025,						
02/27/2026	714492743	Invoice	02/27/2026	$1,365.24	41397	02/27/2026	$1,365.24
	AHH Processing Charges for		02/27/2026				
	PPE 02/13/2026 and Time						
02/13/2026	712958764	Invoice	02/13/2026	$932.50	41398	02/13/2026	$932.50
	Processing Charges for		02/13/2026				
	period ending 01/30/2026,						
			Totals for ADP, Inc.:	$3,377.49			$3,377.49
AFSCME DISTRICT COUNCIL 36							
02/10/2026	02062026	Invoice	02/10/2026	$827.20	87542	02/10/2026	$827.20
	Union Dues, Payroll		02/10/2026				
02/20/2026	02202026	Invoice	02/24/2026	$864.08	87616	02/24/2026	$864.08
	Union Dues, Payroll		02/24/2026				
			Totals for AFSCME DISTRICT COUNCIL 36:	$1,691.28			$1,691.28
AFSCME PEOPLE							
02/20/2026	02202026	Invoice	02/24/2026	$8.34	87617	02/24/2026	$8.34
	Payroll 02.06.2026 and		02/24/2026				
			Totals for AFSCME PEOPLE:	$8.34			$8.34
AKESO OCCUPATIONAL HEALTH							
01/27/2026	EM065365	Invoice	02/03/2026	$231.00	87509	02/03/2026	$231.00
	Physical - Pre Employment		02/03/2026				
01/21/2026	EM065029	Invoice	02/03/2026	$132.00	87509	02/03/2026	$132.00
	Physical - Pre- Employment		02/03/2026				
			Totals for AKESO OCCUPATIONAL HEALTH:	$363.00			$363.00
ALAN'S LAWN & GARDEN CENTER INC							
12/23/2025	115921	Invoice	02/03/2026	$19.58	87510	02/03/2026	$19.58
	Hedge Trimmer Repair		02/03/2026				
12/23/2025	115922	Invoice	02/03/2026	$547.15	87510	02/03/2026	$547.15
	Trim Edger Repair		02/03/2026				
01/14/2026	118256	Invoice	02/03/2026	$548.03	87510	02/03/2026	$548.03

	Toro Repair		02/03/2026				
09/23/2025	103247	Invoice	02/03/2026	$1,793.53	87510	02/03/2026	$1,793.53
	Repairs to Toro		02/03/2026				
			Totals for ALAN'S LAWN & GARDEN CENTER INC:	$2,908.29			$2,908.29
ALL CITY MANAGEMENT SERVICES							
02/06/2026	103656	Invoice	02/10/2026	$12,343.54	87543	02/10/2026	$12,343.54
	1/18- 1/31/26 Crossing		02/10/2026				
10/29/2025	104350	Invoice	02/17/2026	$1,035.18	87580	02/17/2026	$1,035.18
	10/12-10/25/25 Crossing		02/17/2026				
02/20/2026	104017	Invoice	02/24/2026	$13,686.73	87618	02/24/2026	$13,686.73
	2/1- 2/14/26 Crossing Guard		02/24/2026				
			Totals for ALL CITY MANAGEMENT SERVICES:	$27,065.45			$27,065.45
AT&T							
02/19/2026	287344025104X0204202	Invoice	02/19/2026	$707.12	41387	02/20/2026	$707.12
	26/02 License Plate Readers		02/19/2026				
02/28/2026	287252847559X0213202	Invoice	02/28/2026	$223.08	41396	02/27/2026	$223.08
	26/02 Parking Handheld		02/28/2026				
			Totals for AT&T:	$930.20			$930.20
BC TRAFFIC SPECIALIST							
01/15/2026	105772	Invoice	02/03/2026	$61.66	87511	02/03/2026	$61.66
	Custom Sign First Christian		02/03/2026				
	Reformed Church						
01/15/2026	105759	Invoice	02/03/2026	$151.74	87511	02/03/2026	$151.74
	'Keep Right' Signage and		02/03/2026				
01/15/2026	105758	Invoice	02/03/2026	$249.04	87511	02/03/2026	$249.04
	25MPH Speed Limit Signs		02/03/2026				
01/15/2026	105760	Invoice	02/03/2026	$466.87	87511	02/03/2026	$466.87
	Parking Signs		02/03/2026				
			Totals for BC TRAFFIC SPECIALIST:	$929.31			$929.31
BEST BEST & KRIEGER LLP							
02/19/2026	1054010	Invoice	02/24/2026	$50.40	87619	02/24/2026	$50.40
	26/01 Utilities		02/24/2026				
02/19/2026	1054016	Invoice	02/24/2026	$70.00	87619	02/24/2026	$70.00
	26/01 HCD Notice		02/24/2026				
02/19/2026	1054002	Invoice	02/24/2026	$75.60	87619	02/24/2026	$75.60
	26/01 Administration		02/24/2026				
02/19/2026	1054009	Invoice	02/24/2026	$103.00	87619	02/24/2026	$103.00
	26/01 Public Records Act		02/24/2026				
02/19/2026	1054015	Invoice	02/24/2026	$315.00	87619	02/24/2026	$315.00
	26/01 Motel 6		02/24/2026				
02/19/2026	1054005	Invoice	02/24/2026	$378.00	87619	02/24/2026	$378.00
	26/01 Parks & Recreation		02/24/2026				
02/19/2026	1054004	Invoice	02/24/2026	$634.40	87619	02/24/2026	$634.40
	26/01 City Clerk		02/24/2026				
02/19/2026	1054001	Invoice	02/24/2026	$756.00	87619	02/24/2026	$756.00
	26/01 City Manager		02/24/2026				
02/19/2026	1054008	Invoice	02/24/2026	$840.00	87619	02/24/2026	$840.00
	26/01 General Litigation		02/24/2026				
02/19/2026	1054007	Invoice	02/24/2026	$980.00	87619	02/24/2026	$980.00
	26/01 Economic		02/24/2026				
02/19/2026	1054011	Invoice	02/24/2026	$980.00	87619	02/24/2026	$980.00
	26/01 CFD General		02/24/2026				
02/19/2026	1054012	Invoice	02/24/2026	$1,050.00	87619	02/24/2026	$1,050.00
	26/01 Labor/Employment		02/24/2026				
02/19/2026	1053999	Invoice	02/24/2026	$1,283.10	87619	02/24/2026	$1,283.10
	26/01 Code Enforcement		02/24/2026				
02/19/2026	1054014	Invoice	02/24/2026	$1,809.90	87619	02/24/2026	$1,809.90
	26/01 Deposit - 11746 South		02/24/2026				
02/19/2026	1054006	Invoice	02/24/2026	$2,167.20	87619	02/24/2026	$2,167.20
	26/01 Public Works		02/24/2026				
02/19/2026	1054000	Invoice	02/24/2026	$2,268.00	87620	02/24/2026	$2,268.00
	26/01 City Council Project		02/24/2026				
02/19/2026	1054013	Invoice	02/24/2026	$2,835.00	87620	02/24/2026	$2,835.00
	26/01 Special Projects -		02/24/2026				
02/19/2026	1054003	Invoice	02/24/2026	$11,692.80	87620	02/24/2026	$11,692.80
	26/01 Planning		02/24/2026				
			Totals for BEST BEST & KRIEGER LLP:	$28,288.40			$28,288.40
BLOOD DONORS OF AMERICA							

01/26/2026	100246542	Invoice	02/03/2026	$150.00	87512	02/03/2026	$150.00
	Facility Deposit Refund		02/03/2026				
			Totals for BLOOD DONORS OF AMERICA:	$150.00			$150.00
BOOT WORLD #20							
01/17/2026	119785	Invoice	02/24/2026	$168.66	87621	02/24/2026	$168.66
	Boot Allowance - Andy		02/24/2026				
11/18/2025	117844	Invoice	02/24/2026	$337.32	87621	02/24/2026	$337.32
	Boot Allowance - Bustros,		02/24/2026				
			Totals for BOOT WORLD #20:	$505.98			$505.98
BRETT WOOD							
02/10/2026	02092026	Invoice	02/10/2026	$2,670.00	87544	02/10/2026	$2,670.00
	C&D Deposit Refund for		02/10/2026				
			Totals for BRETT WOOD:	$2,670.00			$2,670.00
BROTHERS JANITORIAL SUPPLY COMPANY							
12/02/2025	229	Invoice	02/10/2026	$183.79	87545	02/10/2026	$183.79
	Facility Supplies		02/10/2026				
01/12/2026	230	Invoice	02/10/2026	$88.34	87545	02/10/2026	$88.34
	Nitrile Gloves		02/10/2026				
			Totals for BROTHERS JANITORIAL SUPPLY COMPANY:	$272.13			$272.13
CalPers							
02/05/2026	01312026	Invoice	02/05/2026	$567.16	41369	02/10/2026	$567.16
	Pers/Pepra Retirement		02/05/2026				
02/05/2026	02062026	Invoice	02/05/2026	$26,378.28	41369	02/10/2026	$26,378.28
	Pers/Pepra Retirement		02/05/2026				
02/01/2026	4203484552-02/2026	Invoice	02/01/2026	$90,801.16	41369	02/10/2026	$90,801.16
	26/02 Health Premium		02/01/2026				
02/20/2026	02202026_CC	Invoice	02/20/2026	$567.16	41377	02/24/2026	$567.16
	Pers/Pepra Retirement		02/20/2026				
02/20/2026	02202026	Invoice	02/20/2026	$26,367.81	41399	02/20/2026	$26,367.81
	Pers/Pepra Retirement		02/20/2026				
			Totals for CalPers:	$144,681.57			$144,681.57
CELL BUSINESS EQUIPMENT							
02/03/2026	5037563639	Invoice	02/10/2026	$659.69	87546	02/10/2026	$659.69
	2/20-3/19/26 Sharp Copiers		02/10/2026				
11/05/2025	5036469304	Invoice	02/17/2026	$909.63	87581	02/17/2026	$909.63
	11/20-12/19/25 Sharp		02/17/2026				
			Totals for CELL BUSINESS EQUIPMENT:	$1,569.32			$1,569.32
CENTRAL BASIN WATER ASSOCIATION							
02/10/2026	FY25/26	Invoice	02/10/2026	$62.72	87547	02/10/2026	$62.72
	FY25/26 Membership Dues		02/10/2026				
			Totals for CENTRAL BASIN WATER ASSOCIATION:	$62.72			$62.72
CHEE SALETTE ARCHITECTURE OFFICE							
01/01/2026	2024-08-15	Invoice	02/03/2026	$121,882.50	87513	02/03/2026	$121,882.50
	25/12 Design Services for		02/03/2026				
			Totals for CHEE SALETTE ARCHITECTURE OFFICE:	$121,882.50			$121,882.50
CINTAS CORP							
01/21/2026	4257119970	Invoice	02/24/2026	$299.61	87622	02/24/2026	$299.61
	26/01 AJ Park Janitorial		02/24/2026				
01/13/2026	4256219541	Invoice	02/24/2026	$701.62	87622	02/24/2026	$701.62
	26/01 Artesia Park Janitorial		02/24/2026				
			Totals for CINTAS CORP:	$1,001.23			$1,001.23
CITY OF BREA							
02/17/2026	ASIT001574	Invoice	02/17/2026	$5,480.00	87582	02/17/2026	$5,480.00
	26/01 IT service and onsite		02/17/2026				
			Totals for CITY OF BREA:	$5,480.00			$5,480.00
CITY OF NORWALK							
02/03/2026	3507800-00-021126	Invoice	02/03/2026	$73.02	87514	02/03/2026	$73.02
	11/15-01/15/26 11908 169th		02/03/2026				
02/03/2026	3507880-00-021126	Invoice	02/03/2026	$999.25	87514	02/03/2026	$999.25
	11/15-01/15/26 169th &		02/03/2026				
			Totals for CITY OF NORWALK:	$1,072.27			$1,072.27
CIVICPLUS LLC							
12/31/2025	351607	Invoice	02/03/2026	$9,566.30	87515	02/03/2026	$9,566.30
	Annual Renewal Website		02/03/2026				
			Totals for CIVICPLUS LLC:	$9,566.30			$9,566.30
COLONIAL LIFE							
02/10/2026	70687030201312	Invoice	02/10/2026	$4,466.12	41370	02/10/2026	$4,466.12

	26/02 Supplemental Ins.		02/10/2026				
			Totals for COLONIAL LIFE:	$4,466.12			$4,466.12
COUNTY OF LA INTERNAL SERVICES DEPT							
01/28/2026	99022122501	Invoice	02/03/2026	$3,168.93	87516	02/03/2026	$3,168.93
	25/12 GIS Support and		02/03/2026				
12/22/2025	99022112501	Invoice	02/03/2026	$8,791.27	87516	02/03/2026	$8,791.27
	25/11 GIS Support and		02/03/2026				
02/19/2026	99022012601	Invoice	02/24/2026	$3,884.50	87623	02/24/2026	$3,884.50
	26/01 GIS Support &		02/24/2026				
			Totals for COUNTY OF LA INTERNAL SERVICES DEPT:	$15,844.70			$15,844.70
CRYSTAL TIMBERLAKE							
02/24/2026	REIMB	Invoice	02/24/2026	$90.34	87624	02/24/2026	$90.34
	Travel Reimbursement -		02/24/2026				
			Totals for CRYSTAL TIMBERLAKE:	$90.34			$90.34
DANIELLE OSBORNE							
02/03/2026	84747	Invoice	02/03/2026	$57.00	87517	02/03/2026	$57.00
	Danielle Osborne - Livescan		02/03/2026				
			Totals for DANIELLE OSBORNE:	$57.00			$57.00
DEB'S BOOKKEEPLUS							
02/16/2026	1849	Invoice	02/17/2026	$5,140.00	87583	02/17/2026	$5,140.00
	25/12, 26/01 Accounting		02/17/2026				
			Totals for DEB'S BOOKKEEPLUS:	$5,140.00			$5,140.00
DELTA DENTAL INSURANCE COMPANY							
02/10/2026	70144-00001-020126	Invoice	02/10/2026	$419.24	87548	02/10/2026	$419.24
	26/02 HMO Dental Coverage		02/10/2026				
			Totals for DELTA DENTAL INSURANCE COMPANY:	$419.24			$419.24
DERAIN DAVIS							
01/19/2026	002	Invoice	02/10/2026	$400.00	87549	02/10/2026	$400.00
	Dog Day Afternoon		02/10/2026				
			Totals for DERAIN DAVIS:	$400.00			$400.00
DUDEK							
01/27/2026	202600578	Invoice	02/10/2026	$3,527.50	87550	02/10/2026	$3,527.50
	CAAP Service 11/22-		02/10/2026				
			Totals for DUDEK:	$3,527.50			$3,527.50
DUNN-EDWARDS CORPORATION							
02/02/2026	2074A45283	Invoice	02/24/2026	$2,128.34	87625	02/24/2026	$2,128.34
	Graffiti Supplies		02/24/2026				
			Totals for DUNN-EDWARDS CORPORATION:	$2,128.34			$2,128.34
DUPRE ENTERPRISES							
12/03/2025	113841	Invoice	02/03/2026	$516.11	87518	02/03/2026	$516.11
	Timer Replacement at		02/03/2026				
12/03/2025	113840	Invoice	02/03/2026	$941.64	87518	02/03/2026	$941.64
	Timer Replacement at City		02/03/2026				
12/23/2025	113852	Invoice	02/03/2026	$1,680.00	87518	02/03/2026	$1,680.00
	Historical Walk Lights (22		02/03/2026				
12/04/2025	113838	Invoice	02/03/2026	$11,616.00	87518	02/03/2026	$11,616.00
	Installation of Two		02/03/2026				
	Decorative Street Poles on						
12/10/2025	113843	Invoice	02/10/2026	$560.00	87551	02/10/2026	$560.00
	Electrical Repair at City Hall		02/10/2026				
12/10/2025	113845	Invoice	02/10/2026	$767.06	87551	02/10/2026	$767.06
	Receptacle Installation at		02/10/2026				
	Artesia Park for Holiday						
11/05/2025	113822	Invoice	02/10/2026	$1,260.00	87551	02/10/2026	$1,260.00
	Repairs to City Hall and		02/10/2026				
12/04/2025	113839	Invoice	02/10/2026	$6,446.24	87551	02/10/2026	$6,446.24
	Electrical Repairs at Corby		02/10/2026				
			Totals for DUPRE ENTERPRISES:	$23,787.05			$23,787.05
EDITH GUERRA							
02/10/2026	1-26-26	Invoice	02/10/2026	$2,395.00	87552	02/10/2026	$2,395.00
	Tuition Reimbursement		02/10/2026				
			Totals for EDITH GUERRA:	$2,395.00			$2,395.00
Enterprise FM Trust							
02/19/2026	480414A-020426	Invoice	02/19/2026	$5,278.52	41378	02/24/2026	$5,278.52
	26/02 Electric Vehicle Lease		02/19/2026				
	& Fleet Maintenance						
			Totals for Enterprise FM Trust:	$5,278.52			$5,278.52

ERICKA JACKSON							
02/24/2026	REIMB	Invoice	02/24/2026	$111.44	87626	02/24/2026	$111.44
	Travel Reimbursement - Risk		02/24/2026				
			Totals for ERICKA JACKSON:	$111.44			$111.44
ERNESTO OLIVARES							
02/17/2026	MAR2026	Invoice	02/17/2026	$240.64	87584	02/17/2026	$240.64
	26/03 Medical Premium		02/17/2026				
			Totals for ERNESTO OLIVARES:	$240.64			$240.64
EXCEL CONSTRUCTION SERVICES, INC							
02/10/2026	15455297	Invoice	02/10/2026	$1,000.43	87553	02/10/2026	$1,000.43
	Overpayment Refund -		02/10/2026				
			Totals for EXCEL CONSTRUCTION SERVICES, INC:	$1,000.43			$1,000.43
FIDELITY SECURITY LIFE INSURANCE CO.							
02/01/2026	167179224	Invoice	02/01/2026	$732.73	41371	02/10/2026	$732.73
	26/02 Vision Coverage		02/01/2026				
			Totals for FIDELITY SECURITY LIFE INSURANCE CO.:	$732.73			$732.73
FIESTA COOPERATIVE INC.							
01/31/2026	260100	Invoice	02/24/2026	$11,744.86	87627	02/24/2026	$11,744.86
	26/01 Dial-a-Ride Services		02/24/2026				
			Totals for FIESTA COOPERATIVE INC.:	$11,744.86			$11,744.86
FLAGANDBANNER.COM							
02/02/2026	0243215-B068233	Invoice	02/10/2026	$2,395.48	87554	02/10/2026	$2,395.48
	Replacement City, US, and		02/10/2026				
			Totals for FLAGANDBANNER.COM:	$2,395.48			$2,395.48
FLEXTG							
01/23/2026	INV44036-CBE	Invoice	02/10/2026	$498.27	87555	02/10/2026	$498.27
	12/20-1/19/26 Overage		02/10/2026				
			Totals for FLEXTG:	$498.27			$498.27
FORTIFYIT							
02/06/2026	24159	Invoice	02/10/2026	$264.00	87556	02/10/2026	$264.00
	365 Business Basic License		02/10/2026				
			Totals for FORTIFYIT:	$264.00			$264.00
FRANCHISE TAX BOARD							
02/10/2026	02062026	Invoice	02/10/2026	$80.00	87557	02/10/2026	$80.00
	Ericka Jackson, 02/06/2026		02/10/2026				
02/24/2026	02202026	Invoice	02/24/2026	$46.09	87628	02/24/2026	$46.09
	Rene Trevino, 02/28/2026		02/24/2026				
02/24/2026	02202026	Invoice	02/24/2026	$80.00	87629	02/24/2026	$80.00
	Ericka Jackson, 02/20/2026		02/24/2026				
			Totals for FRANCHISE TAX BOARD:	$206.09			$206.09
FRONTIER							
02/12/2026	3231563850-011926	Invoice	02/12/2026	$184.99	41379	02/24/2026	$184.99
	City Hall Internet 1/19-		02/12/2026				
02/09/2026	5628095136-013123	Invoice	02/09/2026	$236.06	41379	02/24/2026	$236.06
	Public Work Internet 1/16-		02/09/2026				
			Totals for FRONTIER:	$421.05			$421.05
GOLDEN STATE WATER COMPANY							
02/18/2026	0055238698-021126	Invoice	02/18/2026	$140.22	41380	02/24/2026	$140.22
	26/01 11938 South St.		02/18/2026				
02/18/2026	2865004438-020426	Invoice	02/18/2026	$195.68	41380	02/24/2026	$195.68
	26/01 18609 IRR Pioneer		02/18/2026				
02/18/2026	4905793578-021226	Invoice	02/18/2026	$26.49	41380	02/24/2026	$26.49
	26/01 18530 Corby Ave.		02/18/2026				
02/18/2026	1373230000-021326	Invoice	02/18/2026	$816.40	41380	02/24/2026	$816.40
	26/01 11504 Artesia Blvd IRR		02/18/2026				
02/18/2026	8072740000-020426	Invoice	02/18/2026	$581.99	41380	02/24/2026	$581.99
	26/01 11710 South St IRR		02/18/2026				
02/18/2026	4302440000-020426	Invoice	02/18/2026	$443.34	41380	02/24/2026	$443.34
	26/01 11734 IRR Artesia		02/18/2026				
02/18/2026	4273230000-021726	Invoice	02/18/2026	$857.68	41380	02/24/2026	$857.68
	26/01 12034 Artesia IRR		02/18/2026				
02/18/2026	1113139225-021326	Invoice	02/18/2026	$602.24	41380	02/24/2026	$602.24
	26/01 17189 Irr Baber Ave		02/18/2026				
02/18/2026	9725940000-021326	Invoice	02/18/2026	$55.11	41380	02/24/2026	$55.11
	26/01 17202 Alburtis		02/18/2026				
02/18/2026	8217720000-021326	Invoice	02/18/2026	$310.12	41380	02/24/2026	$310.12
	26/01 17203 Corby Ave.		02/18/2026				

02/18/2026	8756430000-021726	Invoice	02/18/2026	$719.56	41380	02/24/2026	$719.56
02/18/2026	26/01 17512 IRR Norwalk 7902030000-021326	Invoice	02/18/2026 02/18/2026	$968.36	41380	02/24/2026	$968.36
02/18/2026	26/01 17815 Pioneer Blvd 8783687207-021126	Invoice	02/18/2026 02/18/2026	$382.24	41380	02/24/2026	$382.24
02/18/2026	2/01 18506 Irr Pioneer Blvd 2942430000-020426	Invoice	02/18/2026 02/18/2026	$55.11	41380	02/24/2026	$55.11
02/18/2026	26/01 18641 Corby 2274300000-020426	Invoice	02/18/2026 02/18/2026	$137.79	41380	02/24/2026	$137.79
02/18/2026	26/01 18644 Alburtis Ave 9174300000-020426	Invoice	02/18/2026 02/18/2026	$572.62	41380	02/24/2026	$572.62
02/18/2026	26/01 18747 Clarkdale Ave 0274300000-020426	Invoice	02/18/2026 02/18/2026	$33.45	41380	02/24/2026	$33.45
02/18/2026	26/01 18747 Fp Clarkdale 1274300000-020426	Invoice	02/18/2026 02/18/2026	$789.94	41380	02/24/2026	$789.94
02/18/2026	26/01 18750 Clarkdale 8514744341-021126	Invoice	02/18/2026 02/18/2026	$544.62	41380	02/24/2026	$544.62
02/18/2026	26/01 18803 Elaine Ave 6350093223-021126	Invoice	02/18/2026 02/18/2026	$140.22	41380	02/24/2026	$140.22
02/18/2026	26/01 Norwalk & South St 5534220000-020426	Invoice	02/18/2026 02/18/2026	$443.34	41380	02/24/2026	$443.34
02/18/2026	26/01 Norwalk Blvd So of 9138539384-020426	Invoice	02/18/2026 02/18/2026	$355.13	41380	02/24/2026	$355.13
02/18/2026	26/01 17514 Norwalk Blvd 5353387681-020426	Invoice	02/18/2026 02/18/2026	$216.49	41380	02/24/2026	$216.49
02/18/2026	26/01 Droxford St Norwalk 7677238922-021226	Invoice	02/18/2026 02/18/2026	$275.57	41380	02/24/2026	$275.57
02/18/2026	26/01 11504 178th St 2376836656-021226	Invoice	02/18/2026 02/18/2026	$526.25	41380	02/24/2026	$526.25
	26/01 186th St & Jersey Ave		02/18/2026				
			Totals for GOLDEN STATE WATER COMPANY:	$10,189.96			$10,189.96
GRAINGER							
01/14/2026	9771241495	Invoice	02/10/2026	$24.93	87558	02/10/2026	$24.93
01/22/2026	Rain Gear for Maintenance 9781162384	Invoice	02/10/2026 02/10/2026	$90.55	87558	02/10/2026	$90.55
01/22/2026	Supplies for Artesia Park 9781162376	Invoice	02/10/2026 02/10/2026	$90.55	87558	02/10/2026	$90.55
01/14/2026	Supplies for Artesia Park 9771241487	Invoice	02/10/2026 02/10/2026	$190.53	87558	02/10/2026	$190.53
01/22/2026	Rain Gear for Maintenance 9781162301	Invoice	02/10/2026 02/10/2026	$366.77	87558	02/10/2026	$366.77
01/22/2026	Supplies for City Hall 9781162343	Invoice	02/10/2026 02/10/2026	$441.40	87558	02/10/2026	$441.40
01/22/2026	Supplies for Artesia Park 9781162350	Invoice	02/10/2026 02/10/2026	$283.40	87558	02/10/2026	$283.40
01/22/2026	Supplies for City Hall 9781162327	Invoice	02/10/2026 02/10/2026	$890.18	87558	02/10/2026	$890.18
01/22/2026	Supplies for Artesia Park 9781162368	Invoice	02/10/2026 02/10/2026	$1,204.45	87558	02/10/2026	$1,204.45
01/22/2026	Supplies for City Hall 9781162335	Invoice	02/10/2026 02/10/2026	$1,385.37	87558	02/10/2026	$1,385.37
	Supplies for Artesia Park		02/10/2026				
			Totals for GRAINGER:	$4,968.13			$4,968.13
GREEN HOME BUILDERS INC							
02/10/2026	18371	Invoice	02/10/2026	$5.08	87559	02/10/2026	$5.08
	Overpayment Refund -		02/10/2026				
			Totals for GREEN HOME BUILDERS INC:	$5.08			$5.08
HAZZARD BACKFLOW INC.							
10/12/2025	44560	Invoice	02/10/2026	$45.00	87560	02/10/2026	$45.00
	Backflow Device Inspection		02/10/2026				
			Totals for HAZZARD BACKFLOW INC.:	$45.00			$45.00
HEDSSON JIMENEZ							
02/17/2026	JAN2026	Invoice	02/17/2026	$1,734.20	87585	02/17/2026	$1,734.20
	26/01 Karate Class		02/17/2026				
			Totals for HEDSSON JIMENEZ:	$1,734.20			$1,734.20
HOLIDAYGOO							
02/03/2026	21793	Invoice	02/10/2026	$2,748.45	87561	02/10/2026	$2,748.45

	Spring Eggstravaganza		02/10/2026				
			Totals for HOLIDAYGOO:	$2,748.45			$2,748.45
HONEYWELL INTERNATIONAL INC							
02/01/2026	5272089703	Invoice	02/17/2026	$4,659.80	87586	02/17/2026	$4,659.80
	Public Works Yard - Fire		02/17/2026				
12/17/2025	5271752066	Invoice	02/17/2026	$2,555.38	87586	02/17/2026	$2,555.38
	Public Works Yard - Fire		02/17/2026				
	Suppression 12/15- 2/31/25						
12/18/2025	5271752066	Invoice	02/17/2026	$4,659.80	87586	02/17/2026	$4,659.80
	Public Works Yard - Fire		02/17/2026				
01/01/2026	5271859390	Invoice	02/17/2026	$7,276.21	87586	02/17/2026	$7,276.21
	Park Facilities - HVAC 12/15-		02/17/2026				
			Totals for HONEYWELL INTERNATIONAL INC:	$19,151.19			$19,151.19
HUMAN SERVICES ASSOCIATION							
01/09/2026	12312526	Invoice	02/17/2026	$2,478.00	87587	02/17/2026	$2,478.00
	25/12 Senior Meals		02/17/2026				
02/10/2026	01312526	Invoice	02/17/2026	$1,843.50	87587	02/17/2026	$1,843.50
	26/01 Senior Meals		02/17/2026				
			Totals for HUMAN SERVICES ASSOCIATION:	$4,321.50			$4,321.50
INFINILEAF LLC							
12/04/2025	12042025	Invoice	02/03/2026	$750.00	87519	02/03/2026	$750.00
	YAL Gardening Consultant		02/03/2026				
	for Sept-Dec '25						
			Totals for INFINILEAF LLC:	$750.00			$750.00
INTELLI-TECH							
10/16/2025	15721	Invoice	02/10/2026	$2,220.00	87562	02/10/2026	$2,220.00
	Fortinet Renewal at various		02/10/2026				
02/10/2026	15678	Invoice	02/10/2026	$3,408.00	87562	02/10/2026	$3,408.00
	FY25/26 Barracuda Renewal		02/10/2026				
			Totals for INTELLI-TECH:	$5,628.00			$5,628.00
JAMES LEE							
02/10/2026	15310771	Invoice	02/10/2026	$11.41	87563	02/10/2026	$11.41
	Overpayment Refund -		02/10/2026				
			Totals for JAMES LEE:	$11.41			$11.41
JOE A. GONSALVES & SON							
02/23/2026	164133	Invoice	02/24/2026	$4,500.00	87630	02/24/2026	$4,500.00
	26/03 - Lobbyist Contract		02/24/2026				
			Totals for JOE A. GONSALVES & SON:	$4,500.00			$4,500.00
JOEL GANDELMAN							
02/17/2026	021726	Invoice	02/17/2026	$400.00	87588	02/17/2026	$400.00
	Entertainment for Dog Day		02/17/2026				
			Totals for JOEL GANDELMAN:	$400.00			$400.00
JOHN L HUNTER & ASSOCIATES							
12/31/2025	ART1MS412511	Invoice	02/17/2026	$4,596.25	87589	02/17/2026	$4,596.25
	25/11 Municipal Storm		02/17/2026				
			Totals for JOHN L HUNTER & ASSOCIATES:	$4,596.25			$4,596.25
JOSE ASCENCIO							
02/17/2026	MAR2026	Invoice	02/17/2026	$240.64	87590	02/17/2026	$240.64
	26/03 Medical Premium		02/17/2026				
			Totals for JOSE ASCENCIO:	$240.64			$240.64
KAREN GONZALEZ							
12/20/2025	122025	Invoice	02/03/2026	$130.00	87520	02/03/2026	$130.00
	Designs for Construction		02/03/2026				
01/30/2026	013026	Invoice	02/03/2026	$635.00	87520	02/03/2026	$635.00
	Town Hall Postcards		02/03/2026				
02/05/2026	1234	Invoice	02/10/2026	$200.00	87564	02/10/2026	$200.00
	Delivery to the Walking Man		02/10/2026				
			Totals for KAREN GONZALEZ:	$965.00			$965.00
KAREN HEATH							
02/17/2026	MAR2026	Invoice	02/17/2026	$225.36	87591	02/17/2026	$225.36
	26/03 Medical Premium		02/17/2026				
			Totals for KAREN HEATH:	$225.36			$225.36
KILEY & ASSOCIATES LLC							
02/02/2026	AR260202	Invoice	02/03/2026	$4,150.00	87521	02/03/2026	$4,150.00
	26/01 Lobbyist Service		02/03/2026				
01/05/2026	AR260105	Invoice	02/03/2026	$4,150.00	87521	02/03/2026	$4,150.00
	25/12 Lobbyist Service		02/03/2026				

			Totals for KILEY & ASSOCIATES LLC:	$8,300.00			$8,300.00
KOSMONT COMPANIES							
12/31/2025	2412.8-009	Invoice	02/17/2026	$3,645.20	87592	02/17/2026	$3,645.20
	25/12 Econ Dev		02/17/2026				
			Totals for KOSMONT COMPANIES:	$3,645.20			$3,645.20
LA COUNTY DEPT OF PUBLIC WORKS							
02/09/2026	26020904394	Invoice	02/24/2026	$6,547.12	87631	02/24/2026	$6,547.12
	26/01 Industrial Waste		02/24/2026				
			Totals for LA COUNTY DEPT OF PUBLIC WORKS:	$6,547.12			$6,547.12
LA COUNTY SHERIFF'S DEPARTMENT							
01/28/2026	261690TZ	Invoice	02/17/2026	$67.17	87593	02/17/2026	$67.17
	25/12 Helicopter Service		02/17/2026				
01/14/2026	261490TZ	Invoice	02/17/2026	$167.92	87593	02/17/2026	$167.92
	25/08 Helicopter Service		02/17/2026				
01/28/2026	261689TZ	Invoice	02/17/2026	$839.59	87593	02/17/2026	$839.59
	25/11 Helicopter Service		02/17/2026				
01/14/2026	261492TZ	Invoice	02/17/2026	$671.67	87593	02/17/2026	$671.67
	25/10 Helicopter Service		02/17/2026				
01/14/2026	261491TZ	Invoice	02/17/2026	$1,779.93	87593	02/17/2026	$1,779.93
	25/09 Helicopter Service		02/17/2026				
01/22/2026	261520TZ	Invoice	02/17/2026	$395,282.85	87593	02/17/2026	$395,282.85
	25/12 General Law		02/17/2026				
			Totals for LA COUNTY SHERIFF'S DEPARTMENT:	$398,809.13			$398,809.13
LANGUAGE TESTING INTERNATIONAL							
01/11/2026	L105402-IN	Invoice	02/24/2026	$63.00	87632	02/24/2026	$63.00
	Language Testing - V.		02/24/2026				
12/08/2025	L104558-IN	Invoice	02/24/2026	$63.00	87632	02/24/2026	$63.00
	Language Testing - E.		02/24/2026				
			Totals for LANGUAGE TESTING INTERNATIONAL:	$126.00			$126.00
LEGAL SHIELD							
01/29/2026	01152026	Invoice	02/03/2026	$139.70	87522	02/03/2026	$139.70
	26/01 Supplemental Ins.		02/03/2026				
02/15/2026	02152026	Invoice	02/17/2026	$139.70	87594	02/17/2026	$139.70
	26/02 Supplemental Ins.		02/17/2026				
			Totals for LEGAL SHIELD:	$279.40			$279.40
LEXLU SERVICES LLC							
01/12/2026	4242	Invoice	02/03/2026	$3,813.28	87523	02/03/2026	$3,813.28
	Professional Cleaning		02/03/2026				
01/02/2026	4222	Invoice	02/10/2026	$10,486.52	87565	02/10/2026	$10,486.52
	Office Cleaning Services - 3		02/10/2026				
			Totals for LEXLU SERVICES LLC:	$14,299.80			$14,299.80
LIBERTY UTILITIES							
02/03/2026	200006718171-2/11/26	Invoice	02/03/2026	$721.53	87524	02/03/2026	$721.53
	11/19-1/15/26 - 16712		02/03/2026				
			Totals for LIBERTY UTILITIES:	$721.53			$721.53
LINCOLN NATIONAL LIFE INSURANCE							
02/01/2026	4930339327	Invoice	02/01/2026	$2,943.14	41372	02/10/2026	$2,943.14
	26/02 Life & Disability Ins.		02/01/2026				
			Totals for LINCOLN NATIONAL LIFE INSURANCE:	$2,943.14			$2,943.14
LOS ANGELES COUNTY PUBLIC WORKS							
12/22/2025	IN260000340	Invoice	02/10/2026	$45,045.35	87566	02/10/2026	$45,045.35
	25/10 Building & Safety		02/10/2026				
01/29/2026	IN260000403	Invoice	02/10/2026	$70,611.47	87566	02/10/2026	$70,611.47
	25/11 Building & Safety		02/10/2026				
			Totals for LOS ANGELES COUNTY PUBLIC WORKS:	$115,656.82			$115,656.82
LOS CERRITOS COMMUNITY NEWS							
01/23/2026	38086	Invoice	02/03/2026	$1,030.95	87525	02/03/2026	$1,030.95
	Legal Notice - Ordinance		02/03/2026				
01/16/2026	38071	Invoice	02/03/2026	$1,344.15	87525	02/03/2026	$1,344.15
	Legal Notice -Case # 2025-		02/03/2026				
	33, Ordinance #26- 980						
01/09/2026	38053	Invoice	02/03/2026	$1,318.05	87525	02/03/2026	$1,318.05
	Legal Notice - Housing		02/03/2026				
12/26/2025	38034	Invoice	02/03/2026	$1,109.25	87525	02/03/2026	$1,109.25
	Legal Notice -Code		02/03/2026				
	Amendment Case #2025- 33						
12/19/2025	38015	Invoice	02/03/2026	$1,722.60	87525	02/03/2026	$1,722.60

	Legal Notice - Ordinance		02/03/2026				
01/30/2026	38100	Invoice	02/17/2026	$1,722.60	87595	02/17/2026	$1,722.60
	Legal Notice - 26-980, 26979		02/17/2026				
01/30/2026	38101	Invoice	02/17/2026	$665.55	87595	02/17/2026	$665.55
	Legal Notice Ord 26-979		02/17/2026				
			Totals for LOS CERRITOS COMMUNITY NEWS:	$8,913.15			$8,913.15
LOURDES TREROTOLA							
02/17/2026	JAN2026	Invoice	02/17/2026	$32.25	87596	02/17/2026	$32.25
	26/01 Yoga PM		02/17/2026				
			Totals for LOURDES TREROTOLA:	$32.25			$32.25
LYNNPRO							
01/21/2026	23569	Invoice	02/10/2026	$516.22	87567	02/10/2026	$516.22
	Staff Uniforms		02/10/2026				
01/28/2026	23599	Invoice	02/10/2026	$547.43	87567	02/10/2026	$547.43
	Staff Uniforms		02/10/2026				
			Totals for LYNNPRO:	$1,063.65			$1,063.65
MARIPOSA ECO CONSULTING INC							
02/16/2026	MECARTESIA2	Invoice	02/24/2026	$330.00	87633	02/24/2026	$330.00
	26/01 SB 1383		02/24/2026				
			Totals for MARIPOSA ECO CONSULTING INC:	$330.00			$330.00
MARIPOSA LANDSCAPES INC							
12/31/2025	117934	Invoice	02/03/2026	$1,516.00	87526	02/03/2026	$1,516.00
	Main Line Repair at Artesia		02/03/2026				
12/31/2025	117933	Invoice	02/03/2026	$3,092.00	87526	02/03/2026	$3,092.00
	Main Line Repair on Pioneer		02/03/2026				
12/31/2025	117932	Invoice	02/03/2026	$10,186.00	87526	02/03/2026	$10,186.00
	Plant Installation on Pioneer		02/03/2026				
01/31/2026	117976	Invoice	02/24/2026	$8,903.00	87634	02/24/2026	$8,903.00
	26/01 Landscape		02/24/2026				
			Totals for MARIPOSA LANDSCAPES INC:	$23,697.00			$23,697.00
MARTIN GAMEZ							
02/17/2026	MAR2026	Invoice	02/17/2026	$240.64	87597	02/17/2026	$240.64
	26/03 Medical Premium		02/17/2026				
			Totals for MARTIN GAMEZ:	$240.64			$240.64
MARY JO MEGOWAN							
01/26/2026	100246447	Invoice	02/03/2026	$150.00	87527	02/03/2026	$150.00
	Security Deposit Refund		02/03/2026				
			Totals for MARY JO MEGOWAN:	$150.00			$150.00
MICHAEL TANDOC							
02/10/2026	100838809	Invoice	02/10/2026	$150.00	87568	02/10/2026	$150.00
	Security Deposit Refund		02/10/2026				
			Totals for MICHAEL TANDOC:	$150.00			$150.00
MissionSquare Retirement							
02/05/2026	02062026	Invoice	02/05/2026	$9,368.34	41373	02/10/2026	$9,368.34
	457b, 401a and Roth for		02/05/2026				
01/22/2026	20251231-109-2430030	Invoice	02/17/2026	$433.00	87598	02/17/2026	$433.00
	Q3 2026 Administrative		02/17/2026				
02/04/2026	M18928	Invoice	02/17/2026	$41.20	87598	02/17/2026	$41.20
	Q4 2025 Administrative		02/17/2026				
02/04/2026	M18927	Invoice	02/17/2026	$1,941.65	87598	02/17/2026	$1,941.65
	Q3 2025 Administrative		02/17/2026				
02/20/2026	02202026	Invoice	02/20/2026	$9,376.40	41381	02/24/2026	$9,376.40
	457b, 401a and Roth for		02/20/2026				
			Totals for MissionSquare Retirement:	$21,160.59			$21,160.59
MOSS, LEVY & HARTZHEIM, LLP							
01/31/2026	18315	Invoice	02/24/2026	$5,000.00	87635	02/24/2026	$5,000.00
	FY24/25 Audit Completion		02/24/2026				
			Totals for MOSS, LEVY & HARTZHEIM, LLP:	$5,000.00			$5,000.00
MOTOROLA SOLUTIONS INC							
01/30/2026	1162428438	Invoice	02/24/2026	$39,969.05	87636	02/24/2026	$39,969.05
	Four Automated License		02/24/2026				
			Totals for MOTOROLA SOLUTIONS INC:	$39,969.05			$39,969.05
MUNICIPAL DENTAL POOL							
02/10/2026	23316-00001-020126	Invoice	02/10/2026	$4,132.42	87569	02/10/2026	$4,132.42
	26/02 PPO Dental Coverage		02/10/2026				
			Totals for MUNICIPAL DENTAL POOL:	$4,132.42			$4,132.42
NATALIE HERRERA							

02/17/2026	MAR2026	Invoice	02/17/2026	$240.64	87599	02/17/2026	$240.64
	26/06 Medical Premium		02/17/2026				
			Totals for NATALIE HERRERA:	$240.64			$240.64
NATIONWIDE ENVIRONMENTAL SERVICES							
02/10/2026	35341	Invoice	02/10/2026	$16,333.34	87570	02/10/2026	$16,333.34
	26/02 Street Sweeping		02/10/2026				
01/31/2026	35265	Invoice	02/10/2026	$16,333.34	87570	02/10/2026	$16,333.34
	26/01 Street Sweeping		02/10/2026				
			Totals for NATIONWIDE ENVIRONMENTAL SERVICES:	$32,666.68			$32,666.68
NEW CITY AMERICA							
02/06/2026	IR-6148	Invoice	02/10/2026	$8,500.00	87571	02/10/2026	$8,500.00
	26/02 Downtown PBID - Inv.		02/10/2026				
			Totals for NEW CITY AMERICA:	$8,500.00			$8,500.00
NORWALK LA MIRADA PLUMBING							
02/17/2026	348372FRANK	Invoice	02/24/2026	$155.00	87637	02/24/2026	$155.00
	Park Office Men's Restroom		02/24/2026				
			Totals for NORWALK LA MIRADA PLUMBING:	$155.00			$155.00
NORWALK PRINTING							
02/11/2026	21982	Invoice	02/17/2026	$1,375.73	87600	02/17/2026	$1,375.73
	Replenishing Certificate		02/17/2026				
			Totals for NORWALK PRINTING:	$1,375.73			$1,375.73
NUTECH FIRE ALARM & SECURITY							
01/01/2026	10609	Invoice	02/17/2026	$480.00	87601	02/17/2026	$480.00
	PW Yard Annual Fire Alarm		02/17/2026				
			Totals for NUTECH FIRE ALARM & SECURITY:	$480.00			$480.00
P.F PETTIBONE & CO							
01/07/2026	188491	Invoice	02/03/2026	$1,513.75	87528	02/03/2026	$1,513.75
	Storing Supplies for City		02/03/2026				
			Totals for P.F PETTIBONE & CO:	$1,513.75			$1,513.75
PCAM, LLC							
01/31/2026	INVM0020521	Invoice	02/17/2026	$21,389.06	87602	02/17/2026	$21,389.06
	26/01 Bus Service		02/17/2026				
			Totals for PCAM, LLC:	$21,389.06			$21,389.06
PETTY CASH							
02/03/2026	02022026	Invoice	02/03/2026	$135.08	87529	02/03/2026	$135.08
	Replenish Petty Cash		02/03/2026				
			Totals for PETTY CASH:	$135.08			$135.08
PRIMO BRANDS							
02/18/2026	26B0019353937	Invoice	02/18/2026	$79.23	41382	02/24/2026	$79.23
	AJ Park - Water 1/15-		02/18/2026				
02/18/2026	26B0021825716	Invoice	02/18/2026	$103.14	41382	02/24/2026	$103.14
	Public Works - Water 1/15-		02/18/2026				
02/18/2026	26B0019168509	Invoice	02/18/2026	$186.67	41382	02/24/2026	$186.67
	Artesia Park - Water 1/15-		02/18/2026				
02/18/2026	26B1158700003	Invoice	02/18/2026	$283.13	41382	02/24/2026	$283.13
	City Hall - Water 1/15-		02/18/2026				
			Totals for PRIMO BRANDS:	$652.17			$652.17
PUSHPA BUDHATHOKI							
02/10/2026	96371911	Invoice	02/10/2026	$150.00	87572	02/10/2026	$150.00
	Street Fair Deposit Refund		02/10/2026				
			Totals for PUSHPA BUDHATHOKI:	$150.00			$150.00
Quadient Finance USA Inc.							
02/18/2026	80855574-020226	Invoice	02/18/2026	$1,003.00	41383	02/24/2026	$1,003.00
	Refilled Postage Machine		02/18/2026				
			Totals for Quadient Finance USA Inc.:	$1,003.00			$1,003.00
RAMIREZ PRODUCTIONS							
02/04/2026	1614	Invoice	02/10/2026	$1,829.16	87573	02/10/2026	$1,829.16
	Audio/Mixer for Town Hall		02/10/2026				
01/13/2026	1612	Invoice	02/24/2026	$8,218.81	87638	02/24/2026	$8,218.81
	Mariachi Festival Productions-		02/24/2026				
			Totals for RAMIREZ PRODUCTIONS:	$10,047.97			$10,047.97
RENE TREVINO							
02/03/2026	REIMB	Invoice	02/03/2026	$850.29	87530	02/03/2026	$850.29
	Reimburse Sac Leg Tour Trip		02/03/2026				
			Totals for RENE TREVINO:	$850.29			$850.29
RISK MANAGEMENT PROFESSIONALS							
02/09/2026	260045	Invoice	02/17/2026	$17,220.00	87603	02/17/2026	$17,220.00

	Professional Services for Local Hazard Mitigation Plan		02/17/2026				
			Totals for RISK MANAGEMENT PROFESSIONALS:	$17,220.00			$17,220.00
RKA CONSULTING GROUP							
12/22/2025	36631	Invoice	02/10/2026	$92,445.00	87574	02/10/2026	$92,445.00
	25/11 Engineering Design		02/10/2026				
			Totals for RKA CONSULTING GROUP:	$92,445.00			$92,445.00
RON IBARRA ENGINEERING							
02/02/2026	2026_01	Invoice	02/10/2026	$19,100.00	87575	02/10/2026	$19,100.00
	26/01 Engineering Services		02/10/2026				
02/02/2026	2025_12	Invoice	02/10/2026	$24,500.00	87575	02/10/2026	$24,500.00
	25/12 Engineering Services		02/10/2026				
02/02/2026	2026-01	Invoice	02/17/2026	$2,855.00	87604	02/17/2026	$2,855.00
	26/01 Encroachment Permits		02/17/2026				
12/01/2025	2025-11	Invoice	02/17/2026	$4,700.00	87604	02/17/2026	$4,700.00
	25/11 Encroachment Permits		02/17/2026				
01/02/2026	2025-12	Invoice	02/17/2026	$2,630.00	87604	02/17/2026	$2,630.00
	25/12 Encroachment Permit		02/17/2026				
			Totals for RON IBARRA ENGINEERING:	$53,785.00			$53,785.00
RTA BROADCASTING							
02/24/2026	MAR2026	Invoice	02/24/2026	$360.00	87639	02/24/2026	$360.00
	RTA Crab Dinner Fundraiser		02/24/2026				
			Totals for RTA BROADCASTING:	$360.00			$360.00
SAGECREST PLANNING AND ENVIRONMENTAL							
01/31/2026	5599	Invoice	02/10/2026	$200.00	87576	02/10/2026	$200.00
	26/01 Deposit - 11746 South		02/10/2026				
01/31/2026	5600	Invoice	02/10/2026	$350.00	87576	02/10/2026	$350.00
	26/01 Deposit - 17610-18		02/10/2026				
01/31/2026	5601	Invoice	02/10/2026	$420.00	87576	02/10/2026	$420.00
	26/01 Housing Element -		02/10/2026				
12/31/2025	5560	Invoice	02/17/2026	$900.00	87605	02/17/2026	$900.00
	25/12 Deposit - 11746 South		02/17/2026				
12/31/2025	5561	Invoice	02/17/2026	$1,050.00	87605	02/17/2026	$1,050.00
	25/12 Deposit - 17610-18		02/17/2026				
12/31/2025	5559	Invoice	02/17/2026	$12,702.50	87605	02/17/2026	$12,702.50
	25/12 General Planning		02/17/2026				
			Totals for SAGECREST PLANNING AND ENVIRONMENTAL:	$15,622.50			$15,622.50
SAHARA CARES							
01/26/2026	1002246825	Invoice	02/03/2026	$150.00	87531	02/03/2026	$150.00
	Facility deposit refund		02/03/2026				
			Totals for SAHARA CARES:	$150.00			$150.00
SEUNG YOUNG JEUNG							
02/17/2026	JAN/FEB2026	Invoice	02/17/2026	$83.50	87606	02/17/2026	$83.50
	Jan/Feb '26 Guitar Class		02/17/2026				
			Totals for SEUNG YOUNG JEUNG:	$83.50			$83.50
Soroptimist International of Artesia-Cerritos							
02/01/2026	1292025	Invoice	02/03/2026	$700.00	87532	02/03/2026	$700.00
	Soroptimist Monte Carlo		02/03/2026				
02/24/2026	022826	Invoice	02/24/2026	$125.00	87640	02/24/2026	$125.00
	2026 Monte Carlo Gala		02/24/2026				
			Totals for Soroptimist International of Artesia-Cerritos:	$825.00			$825.00
SOUTH ASIAN NETWORK							
02/24/2026	8-2026	Invoice	02/24/2026	$21,700.00	87641	02/24/2026	$21,700.00
	Community Benefits Grant		02/24/2026				
			Totals for SOUTH ASIAN NETWORK:	$21,700.00			$21,700.00
SOUTHERN CALIFORNIA EDISON CO							
02/06/2026	700454958639-012726	Invoice	02/06/2026	$233.65	41374	02/10/2026	$233.65
	26/01 18510 Corby Ave.		02/06/2026				
02/06/2026	700483004874-012826	Invoice	02/06/2026	$6,820.35	41374	02/10/2026	$6,820.35
	26/01 Various Locations		02/06/2026				
02/06/2026	700485859203-012726	Invoice	02/06/2026	$3,686.49	41374	02/10/2026	$3,686.49
	26/01 Various Traffic Signals		02/06/2026				
02/06/2026	700492283835-012026	Invoice	02/06/2026	$324.73	41374	02/10/2026	$324.73
	26/01 Various Locations TC-		02/06/2026				
02/06/2026	700492421150-012026	Invoice	02/06/2026	$183.68	41374	02/10/2026	$183.68
	26/01 Artesia/Gridley		02/06/2026				
02/06/2026	700498964105-012026	Invoice	02/06/2026	$401.36	41374	02/10/2026	$401.36
	26/01 18750 Clarkdale EV		02/06/2026				

02/06/2026	700560422190-012026	Invoice	02/06/2026	$75.57	41374	02/10/2026	$75.57
	26/01 18600 1/2 S Norwalk		02/06/2026				
02/06/2026	700562509108-012026	Invoice	02/06/2026	$84.53	41374	02/10/2026	$84.53
	26/01 12001 Artesia Blvd		02/06/2026				
02/06/2026	700405333439-012826	Invoice	02/06/2026	$947.29	41374	02/10/2026	$947.29
	26/01 Various Locations		02/06/2026				
02/06/2026	700491366274-020226	Invoice	02/06/2026	$18,621.53	41374	02/10/2026	$18,621.53
	26/01 Various Locations		02/06/2026				
			Totals for SOUTHERN CALIFORNIA EDISON CO:	$31,379.18			$31,379.18
Southern California Gas Company							
02/19/2026	12690659565-021326	Invoice	02/19/2026	$14.30	41384	02/24/2026	$14.30
	26/02 18641 Corby Ave		02/19/2026				
02/19/2026	17740623008-020426	Invoice	02/19/2026	$71.25	41384	02/24/2026	$71.25
	26/02 18747 Clarkdale Ave		02/19/2026				
02/19/2026	17950623003-020426	Invoice	02/19/2026	$186.10	41384	02/24/2026	$186.10
	26/02 18750 Clarkdale Ave		02/19/2026				
02/19/2026	17949759637-021326	Invoice	02/19/2026	$13.65	41384	02/24/2026	$13.65
	26/02 18644 Alburtis Ave		02/19/2026				
02/19/2026	04530693599-021926	Invoice	02/19/2026	$225.98	41384	02/24/2026	$225.98
	26/02 11870 169th St		02/19/2026				
02/19/2026	12280628004-021726	Invoice	02/19/2026	$39.79	41384	02/24/2026	$39.79
	26/02 11931 South St -		02/19/2026				
			Totals for Southern California Gas Company:	$551.07			$551.07
SOUTHERN CALIFORNIA SECURITY CENTERS							
11/17/2025	111435	Invoice	02/03/2026	$19.76	87533	02/03/2026	$19.76
	Key Duplicates for Public		02/03/2026				
11/05/2025	111328	Invoice	02/03/2026	$614.38	87533	02/03/2026	$614.38
	Door Repair at City Hall		02/03/2026				
02/20/2026	112818	Invoice	02/24/2026	$375.05	87642	02/24/2026	$375.05
	AJ Park - Repaired Kitchen		02/24/2026				
			Totals for SOUTHERN CALIFORNIA SECURITY CENTERS:	$1,009.19			$1,009.19
SOUTHWEST PATROL INC							
01/31/2026	82018	Invoice	02/03/2026	$11,520.00	87534	02/03/2026	$11,520.00
	Security Guard Services 1/16-		02/03/2026				
02/15/2026	82217	Invoice	02/24/2026	$10,800.00	87643	02/24/2026	$10,800.00
	Security Guard Services 2/1-		02/24/2026				
			Totals for SOUTHWEST PATROL INC:	$22,320.00			$22,320.00
SPECTRUM BUSINESS							
02/09/2026	188521501-012126	Invoice	02/09/2026	$119.99	41375	02/10/2026	$119.99
	26/01 11870 169th St.		02/09/2026				
02/09/2026	188522301-012126	Invoice	02/09/2026	$169.99	41375	02/10/2026	$169.99
	26/01 18750 Clarkdale Ave.		02/09/2026				
02/09/2026	188521401-012126	Invoice	02/09/2026	$185.00	41375	02/10/2026	$185.00
	26/01 11870 169th St.		02/09/2026				
02/09/2026	188522201-012126	Invoice	02/09/2026	$190.00	41375	02/10/2026	$190.00
	26/01 18750 Clarkdale Ave.		02/09/2026				
			Totals for SPECTRUM BUSINESS:	$664.98			$664.98
SSD ALARM SYSTEMS							
12/01/2025	R-00623869	Invoice	02/03/2026	$283.29	87535	02/03/2026	$283.29
	12/1-2/28/26 18722		02/03/2026				
12/01/2025	R-00622026	Invoice	02/03/2026	$280.20	87535	02/03/2026	$280.20
	12/1-2/28/26 18750		02/03/2026				
11/01/2025	R-00618182	Invoice	02/03/2026	$388.23	87535	02/03/2026	$388.23
	11/1-1/31/25 AJ Park		02/03/2026				
02/17/2026	R-00641778	Invoice	02/17/2026	$280.20	87607	02/17/2026	$280.20
	3/1-5/31/26 18750 Clarkdale		02/17/2026				
02/17/2026	R-00641351	Invoice	02/17/2026	$283.29	87607	02/17/2026	$283.29
	3/1-3/31/26 18722 Clarkdale		02/17/2026				
02/24/2026	R-00641045	Invoice	02/24/2026	$1,451.16	87644	02/24/2026	$1,451.16
	3/1-3/31/26 18747 Clarkdale		02/24/2026				
			Totals for SSD ALARM SYSTEMS:	$2,966.37			$2,966.37
STAIB BACKHOE & EXCAVATION							
01/06/2026	13795	Invoice	02/03/2026	$9,150.00	87536	02/03/2026	$9,150.00
	178th St. Sidewalk & Asphalt		02/03/2026				
	Repair (Ross Middle School)						
			Totals for STAIB BACKHOE & EXCAVATION:	$9,150.00			$9,150.00
Sterling Administration							

02/19/2026	921721	Invoice	02/19/2026	$1,950.00	41388	02/20/2026	$1,950.00
	26/01 FSA/DCA		02/19/2026				
			Totals for Sterling Administration:	$1,950.00			$1,950.00
SUDHA RAJ							
02/24/2026	100895304	Invoice	02/24/2026	$81.00	87645	02/24/2026	$81.00
	Refund Youth Softball		02/24/2026				
			Totals for SUDHA RAJ:	$81.00			$81.00
SUPERIOR OFFICE PRODUCTS							
02/18/2026	33179	Invoice	02/24/2026	$175.66	87646	02/24/2026	$175.66
	Copy Paper		02/24/2026				
			Totals for SUPERIOR OFFICE PRODUCTS:	$175.66			$175.66
TABORDA							
02/04/2026	T02371	Invoice	02/10/2026	$52.20	87577	02/10/2026	$52.20
	4 Adobe Acrobat Pro		02/10/2026				
02/04/2026	62336362	Invoice	02/17/2026	$3,435.52	87608	02/17/2026	$3,435.52
	Adobe license Renewal 2/18-		02/17/2026				
			Totals for TABORDA:	$3,487.72			$3,487.72
TERRA REALTY ADVISORS INC.							
02/02/2026	2026-02249	Invoice	02/10/2026	$666.67	87578	02/10/2026	$666.67
	26/01 Review Potential City		02/10/2026				
			Totals for TERRA REALTY ADVISORS INC.:	$666.67			$666.67
THE WALKING MAN, INC.							
02/09/2026	F4814	Invoice	02/17/2026	$975.00	87609	02/17/2026	$975.00
	Distributions of Post cards		02/17/2026				
	for Town Hall 2/19/26						
			Totals for THE WALKING MAN, INC.:	$975.00			$975.00
T-MOBILE							
02/19/2026	981989691-020126	Invoice	02/19/2026	$1,032.08	41385	02/24/2026	$1,032.08
	26/02 City Cell Phone		02/19/2026				
			Totals for T-MOBILE:	$1,032.08			$1,032.08
TPX COMMUNICATIONS							
01/16/2026	188948046-0	Invoice	02/03/2026	$372.88	87537	02/03/2026	$372.88
	26/01 Telephone Service		02/03/2026				
02/16/2026	189454182-0	Invoice	02/17/2026	$378.93	87610	02/17/2026	$378.93
	26/02 Telephone Service		02/17/2026				
			Totals for TPX COMMUNICATIONS:	$751.81			$751.81
U.S. BANK CORPORATE PAYMENT SYSTEMS							
02/26/2026	7883-26/02	Invoice	02/26/2026	$44,613.92	41400	02/26/2026	$44,613.92
	26/02 Credit Card Purchases		02/26/2026				
			Totals for U.S. BANK CORPORATE PAYMENT SYSTEMS:	$44,613.92			$44,613.92
VALIANCE CAPITAL LLC							
02/17/2026	515022 - DT	Invoice	02/17/2026	$870.00	87611	02/17/2026	$870.00
	26/02 Winter Basketball		02/17/2026				
			Totals for VALIANCE CAPITAL LLC:	$870.00			$870.00
VALLEY ALARM							
02/01/2026	1348565	Invoice	02/01/2026	$30.50	41376	02/10/2026	$30.50
	26/02 - 18644 Alburtis		02/01/2026				
02/01/2026	1347122	Invoice	02/01/2026	$54.95	41376	02/10/2026	$54.95
	26/012- 17203 Corby Ave (		02/01/2026				
02/01/2026	1348557	Invoice	02/01/2026	$4,608.56	41376	02/10/2026	$4,608.56
	26/02 - Fire Station, AJ		02/01/2026				
	Padelford Park & Artesia						
			Totals for VALLEY ALARM:	$4,694.01			$4,694.01
VANESSA MENDOZA							
01/21/2026	100076391	Invoice	02/03/2026	$150.00	87538	02/03/2026	$150.00
	Facility Deposit Refund		02/03/2026				
			Totals for VANESSA MENDOZA:	$150.00			$150.00
VICTOR MANALO							
02/17/2026	REIMB	Invoice	02/17/2026	$770.55	87612	02/17/2026	$770.55
	Hotel Stay Sac Leg Tour		02/17/2026				
			Totals for VICTOR MANALO:	$770.55			$770.55
VIVIAN BOCALA							
01/20/2026	100049240	Invoice	02/03/2026	$150.00	87539	02/03/2026	$150.00
	Security Deposit Refund		02/03/2026				
			Totals for VIVIAN BOCALA:	$150.00			$150.00
WEST COAST ARBORISTS INC							
11/30/2025	237264	Invoice	02/17/2026	$828.00	87613	02/17/2026	$828.00

	Holiday Lights Installation at		02/17/2026				
01/31/2026	239813	Invoice	02/17/2026	$10,586.50	87613	02/17/2026	$10,586.50
	26/01 Tree Maintenance		02/17/2026				
			Totals for WEST COAST ARBORISTS INC:	$11,414.50			$11,414.50
WESTERN AUDIO VISUAL							
02/06/2026	23673	Invoice	02/10/2026	$5,874.22	87579	02/10/2026	$5,874.22
	Mini PCs for Council		02/10/2026				
			Totals for WESTERN AUDIO VISUAL:	$5,874.22			$5,874.22
WESTERN EXTERMINATOR COMPANY							
02/06/2026	91507579	Invoice	02/24/2026	$142.72	87647	02/24/2026	$142.72
	26/02 18747 Clarkdale Ave.		02/24/2026				
02/04/2026	91507486	Invoice	02/24/2026	$109.08	87647	02/24/2026	$109.08
	26/02 18644 Alburtis Ave.		02/24/2026				
02/04/2026	91507487	Invoice	02/24/2026	$109.08	87647	02/24/2026	$109.08
	26/02 18641 Corby Ave.		02/24/2026				
02/04/2026	91508796	Invoice	02/24/2026	$129.71	87647	02/24/2026	$129.71
	26/02 17203 Corby Ave.		02/24/2026				
02/04/2026	91510189	Invoice	02/24/2026	$182.33	87647	02/24/2026	$182.33
	26/02 18750 Clarkdale Ave.		02/24/2026				
02/04/2026	91507862	Invoice	02/24/2026	$216.46	87647	02/24/2026	$216.46
	26/02 11870 169th St.		02/24/2026				
			Totals for WESTERN EXTERMINATOR COMPANY:	$889.38			$889.38
Wex Bank							
02/17/2026	110542818	Invoice	02/17/2026	$996.39	41386	02/24/2026	$996.39
	26/01 Gas Card Purchases		02/17/2026				
			Totals for Wex Bank:	$996.39			$996.39
WILLDAN ENGINEERING							
12/31/2025	00631520	Invoice	02/03/2026	$4,697.00	87540	02/03/2026	$4,697.00
	PMP Update Progress		02/03/2026				
01/16/2026	00714780	Invoice	02/24/2026	$6,036.00	87648	02/24/2026	$6,036.00
	25/12 Planning Service		02/24/2026				
01/16/2026	0071768	Invoice	02/24/2026	$36,566.75	87648	02/24/2026	$36,566.75
	25/12 Housing Element &		02/24/2026				
			Totals for WILLDAN ENGINEERING:	$47,299.75			$47,299.75
YUNEX LLC							
02/05/2026	90006321	Invoice	02/17/2026	$1,989.00	87614	02/17/2026	$1,989.00
	26/01 Traffic Signal		02/17/2026				
02/11/2026	5610007525	Invoice	02/17/2026	$1,848.43	87614	02/17/2026	$1,848.43
	26/01 Traffic Signal Call/Out		02/17/2026				
			Totals for YUNEX LLC:	$3,837.43			$3,837.43
YUVATHANO PAING							
02/03/2026	IR-5984	Invoice	02/03/2026	$250.00	87541	02/03/2026	$250.00
	Alarm Rebate Program		02/03/2026				
			Totals for YUVATHANO PAING:	$250.00			$250.00
			GRAND TOTALS:	**$1,633,726.44**			**$1,633,726.44**

A total of 313 transaction(s) listed

Payroll	**2/6/2026**	**$134,502.66**
	2/20/2026	**$132,742.26**
Total Payroll		**$267,244.92**
Total Disbursement		**$1,900,971.36**

CITY COUNCIL AGENDA REPORT

MEETING DATE: March 9, 2026 **ITEM NO: 9B.**

TO: Mayor and Members of the City Council

SUBJECT: City Financial Report - January 2026

FROM: Jamie Murguia, Finance Manager

REVIEWED AND APPROVED BY:
Melissa Burke, Deputy City Manager
Abel Avalos, City Manager

RECOMMENDATION:
Staff recommends that the City Council receive and file the report.

BACKGROUND:
In accordance with Artesia Municipal Code (AMC) 2-4.705 (f), the attached Finance Report details the activity and balance for all City of Artesia ("City") accounts and funds as of January 31, 2026. Reports are reconciled for cash on hand (bank) to cash recorded in the general ledger through the period ending January 31, 2026.

Activity for Money Market, Checking, Revolving, Cafeteria, Local Agency Investment Fund, CDBG, and Petty Cash are provided for review. Fund Balances compare the cash to each fund's obligation. The balance of the individual accounts and funds should be read with the understanding that cash on hand, is not cash available for unplanned expenditures. The cash balance encompasses the City's contingency reserves, operating expenditures, and monies kept in restricted use funds including Trust and Agency. The City is debt-free; therefore, the finance report does not include any debt activity.

ANALYSIS:
The City is the recipient of several reimbursable grants. This means that, while the City has been awarded funding projects, the City must front the cost of those projects with General Fund revenue, and request reimbursement from the respective grantor as each project progresses. Towards that end, the balance of individual accounts and funds reflected in this Report will vary from month to month as expenses are made and reimbursements are received.

The Schedule of Investments highlights the City's longer duration investments held with Academy Asset Management, the City's investment advisor. A summary of these investments has always been highlighted on the Treasurer's Report; however, the Schedule of Investments provides an additional layer of visibility of the City's longer duration investments.

FISCAL IMPACT:
There is no fiscal impact associated with the receipt and file of this Report.

RECOMMENDED COUNCIL ACTION:
Staff recommends that the City Council receive and file the report.

Attachments

Treasurer Report 012026.pdf

City of Artesia
Treasurer's Report
01/31/26

	MONEY MARKET ACCOUNT	CHECKING ACCOUNT	LOCAL AGENCY INVESTMENT ACCOUNT
Beginning Balance - 1/1/2026	1,268,140.49	357,433.48	5,235,237.32
State/County/Misc Monthly Wires	1,237,783.64	-	-
Deposits	2,352,635.36	-	-
Civic Plus Credit deposits	-	12,411.00	-
Stripe Deposits	-	3,958.59	-
PayGov Credit Deposits	-	16,588.80	-
Transfer from Money Market	-	4,785,000.00	-
Transfer from Investments	400,000.00	-	-
Interest Income	21.51	-	55,346.67
Transfer to Checking Account	(4,785,000.00)	-	
Transfer to CAMP/CLASS Account	-	(3,380,000.00)	-
Disbursements	-	(1,184,998.49)	-
PERS Retirement	-	(78,670.96)	-
Payroll	-	(264,121.14)	-
Payroll Tax Wire (IRS)	-	(68,194.73)	-
Bank Fees/Paid Parking Fees	(1,548.21)	(609.96)	-
Ending Balance - 1/31/2026	**472,032.79**	**198,796.59**	**5,290,583.99**

	CAMP ACCOUNT	CLASS ACCOUNT	ACADEMY AM
Beginning Balance - 1/1/2026	7,503,341.85	7,171,541.55	5,159,039.49
Transfer from Checking Account	1,690,000.00	1,690,000.00	-
Deposits	26,296.34	25,461.33	4,118.52
Transfer Out/Disbursements	(400,000.00)	-	(4,190.13)
Unrealized Gain/Loss	-	-	-
Ending Balance - 1/31/2026	**8,819,638.19**	**8,887,002.88**	**5,158,967.88**

	CAFETERIA ACCOUNT	CDBG FIX-UP PROGRAM	PETTY CASH
Beginning Balance - 1/1/2026	1,324.56	1,716.19	500.00
Ending Balance - 1/31/2026	**1,324.56**	**1,716.19**	**500.00**

	REVOLVING ACCOUNT	TOTAL ALL ACCOUNTS
Beginning Balance - 1/1/2026	1,362.14	26,699,637.07
Deposits	-	12,299,621.76
Disbursements	-	(10,167,333.62)
Unrealized Gain/Loss	-	-
Ending Balance - 1/31/2026	**1,362.14**	**28,831,925.21**

City of Artesia
Comparison of Cash Balances to Fund Balance
01/31/26

	GENERAL FUND (100)	SUMMER LUNCH PROGRAM (150)
Beginning Balance - 1/1/2026	16,255,538.92	5,912.47
Receivables	995,178.88	-
Prepaid Expenses	37,243.51	-
Investment Appreciation	(78,268.79)	-
Liabilities & Deposits	(1,987,786.82)	-
FUND BALANCE	**15,221,905.70**	**5,912.47**

SPECIAL REVENUE FUNDS

	ARTESIA HOUSING AUTHORITY (200)	AJ PARK EXPANSION (205)	BICYCLE / PEDESTRIAN FUND (210)
Cash Balance	759,713.19	(193,538.03)	17,683.81
Receivables		-	-
Liabilities	(61,895.00)	-	-
FUND BALANCE	**697,818.19**	**(193,538.03)**	**17,683.81**

	PUBLIC EDUCATION IN GOVERNMENT (215)	BILLBOARD FUND (220)	CNRA SPECIFIED GRANT (225)
Cash Balance	(32,399.09)	551,275.35	(492,980.48)
Receivables	-	2,238,681.62	-
Liabilities	-	(2,115,486.87)	-
FUND BALANCE	**(32,399.09)**	**674,470.10**	**(492,980.48)**

	HOUSING URBAN DEVELOPMENT (227)	CALIFORNIA BEVERAGE RECYCLING (230)	YOUTH ACTIVITIES LEAGUE (235)
Cash Balance	16,485.83	5,773.23	(139,804.14)
Receivables	-	-	-
Liabilities	-	-	-
Ending Balance - 1/31/2026	**16,485.83**	**5,773.23**	**(139,804.14)**

City of Artesia
Comparison of Cash Balances to Fund Balance
01/31/26

SPECIAL REVENUE FUNDS (continued)

	CITIZEN OPTION FOR PUBLIC SAFETY (240)	PAID PARKING (245)	CLEAN AIR FUEL BUS GRANT (250)
Cash Balance	422,883.96	354,438.61	(10,547.50)
Receivables	-	-	-
Liabilities	-	-	-
FUND BALANCE	**422,883.96**	**354,438.61**	**(10,547.50)**

	COMMUNITY FACILITY DISTRICT (260)	COMMUNITY DEVELOPMENT BLOCK GRANT (270)	CALIFORNIA STREET GRANTS (280)
Cash Balance	100,918.98	(33,731.65)	553,018.75
Receivables	-	-	-
Liabilities	-	-	-
FUND BALANCE	**100,918.98**	**(33,731.65)**	**553,018.75**

	FEDERAL STPL (290)	TRANSPORTN PLANNING GRANT (295)	MAP 21 EXCHANGE (310)
Cash Balance	72,940.60	(23,367.24)	201,425.53
Receivables	-	-	-
Liabilities	-	-	-
FUND BALANCE	**72,940.60**	**(23,367.24)**	**201,425.53**

	MEASURE M (320)	MEASURE R (330)	TOD PLANNING GRANT (340)
Cash Balance	1,482,505.14	829,658.69	(40,651.95)
Receivables		-	-
Liabilities	-	-	-
FUND BALANCE	**1,482,505.14**	**829,658.69**	**(40,651.95)**

City of Artesia
Comparison of Cash Balances to Fund Balance
01/31/26

SPECIAL REVENUE FUNDS (continued)

	COUNTY PARK IMPROVEMENT (350)	PROPOSITION A FUND (360)	PROPOSITION C FUND (370)
Cash Balance	992,617.17	409,922.92	760,442.73
Receivables	2,162.00	2,773.00	-
Liabilities	-	-	-
FUND BALANCE	**994,779.17**	**412,695.92**	**760,442.73**

	SB1 RMRA (375)	SB 1383 GIVEAWAY (377)	SOUTH COAST AIR QUALITY MGMT DIST (390)
Cash Balance	1,339,608.29	70,184.18	310,115.65
Receivables	-	-	-
Liabilities	-	-	-
FUND BALANCE	**1,339,608.29**	**70,184.18**	**310,115.65**

	SAFE ROUTE TO SCHOOL (400)	SHERIFF FORFEITURES & SEIZURES (410)	STATE GAS TAX (420)
Cash Balance	(0.32)	447.20	(136,710.71)
Receivables	-	-	4,074.00
Liabilities	-	-	(15,847.91)
FUND BALANCE	**(0.32)**	**447.20**	**(148,484.62)**

	HOME STAY PROGRAM (430)	STREET LIGHTING MAINTENANCE FUND (440)	TRAFFIC CONGESTION RELIEF (450)
Cash Balance	3,546.95	51,363.66	22,891.39
Receivables	-	-	-
Liabilities	-	-	-
FUND BALANCE	**3,546.95**	**51,363.66**	**22,891.39**

City of Artesia
Comparison of Cash Balances to Fund Balance
01/31/26

SPECIAL REVENUE FUNDS (continued)

	CAL FIRE URBAN GRANT (460)	DEVELOPMENT IMPACT FEES (470)	MEASURE W (480)
Cash Balance	(87,698.97)	2,090,245.44	769,552.52
Receivables	-	-	-
Liabilities	-	-	-
FUND BALANCE	**(87,698.97)**	**2,090,245.44**	**769,552.52**

	RECYCLED OIL (490)
Cash Balance	2,657.44
Receivables	-
Liabilities	-
FUND BALANCE	**2,657.44**

CAPITAL PROJECTS FUNDS

	SPECIAL / CAPITAL PROJECT FUND (500)	PIONEER BOND PROJECT (510)	HISTORICAL DISTRICT BOND PROJECT (520)
Cash Balance	(174,428.70)	341,645.10	583,558.09
Receivables	16,084.06	-	-
Liabilities	-	-	-
FUND BALANCE	**(158,344.64)**	**341,645.10**	**583,558.09**

City of Artesia
Comparison of Cash Balances to Fund Balance
01/31/26

AGENCY FUNDS

	TRUST AND AGENCY (710)	SENIOR CITIZENS (720)	GEORGE NELSON MEMORIAL FUND (740)
Cash Balance	(31,185.72)	6,271.99	2,243.57
Receivables	-	-	-
Liabilities	31,185.72	(6,271.99)	(2,243.57)
FUND BALANCE	**-**	**-**	**-**

TOTAL ALL FUNDS

Cash Balance	27,990,442.85
Receivables	3,258,953.56
Fixed Assets, net	-
Prepaid Expenses	37,243.51
Investment Appreciation	(78,268.79)
Liabilities	(4,158,346.44)
FUND BALANCE	**27,050,024.69**

SUCCESSOR AGENCY FUNDS

	SUCCESSOR AGENCY ADMIN PROJECTS (800)	SUCCESSOR AGENCY TAX INCREMENT (810)	REDEVELPMT OBLIGATION RETIREMENT FUND (820)
Cash Balance	-	(258,890.81)	1,100,373.17
Cash with Fiscal Agent	-	811.78	-
Liabilities	-	(43,156.73)	-
Bonds Payable	-	(11,602,520.00)	-
FUND BALANCE	**-**	**(11,903,755.76)**	**1,100,373.17**

TOTAL SUCCESSOR FUNDS

Cash Balance	841,482.36
Cash with Fiscal Agent	811.78
Liabilities	(43,156.73)
Bonds Payable	(11,602,520.00)
FUND BALANCE	**(10,803,382.59)**

Schedule of Investments
City of Artesia
January 31, 2026

Investment	CUSIP #	PURCHASE Date	MATURITY Date**	COUPON	YIELD@	VALUE COST #	VALUE PAR	VALUE MARKET*	Annual Projected Interest	Weight
Money Market Funds + (Cash on Hand)										
c First American Government Oblig F	31846V203	Various	Demand	N/A	3.660%	$18,606.45	18,606.45	18,606.45	681.00	0.004
					Subtotal	$18,606.45	18,606.45	18,606.45	681.00	0.004
Government Securities:										
UNITED STATES TREASURY	912828Y95	2/27/2025	7/31/2026	1.875%	**1.900%**	707,244.53	730,000.00	723,751.20	13,687.50	0.144
UNITED STATES TREASURY	912828Z94	2/27/2025	2/15/2030	1.500%	**1.640%**	661,435.55	750,000.00	688,507.50	11,250.00	0.148
UNITED STATES TREASURY	91282CDK4	2/27/2025	11/30/2026	1.250%	**1.280%**	618,667.97	650,000.00	637,708.50	8,125.00	0.128
UNITED STATES TREASURY	91282CFB2	2/27/2025	7/31/2027	2.750%	**2.790%**	726,708.98	750,000.00	741,532.50	20,625.00	0.148
UNITED STATES TREASURY	91282CFT3	2/27/2025	10/31/2029	4.000%	**3.950%**	745,400.39	750,000.00	757,822.50	30,000.00	0.148
UNITED STATES TREASURY	91282CJW2	10/30/2025	1/31/2029	4.000%	**3.950%**	760,722.66	750,000.00	758,205.00	30,000.00	0.148
UNITED STATES TREASURY	91282CPA3	10/30/2025	9/30/2030	3.625%	**3.640%**	830,129.69	830,000.00	824,422.40	30,087.50	0.164
					Subtotal	5,050,309.77	5,210,000.00	5,131,949.60	143,775.00	1.028
Total Investments						5,068,916.22	5,228,606.45	5,150,556.05	144,456.00	1.03

CITY COUNCIL AGENDA REPORT

MEETING DATE: March 9, 2026 **ITEM NO:** 9C.

TO: Mayor and Members of the City Council

SUBJECT: AB 1234 Reporting

FROM: Christina Nieto-Linares, Administrative Secretary

REVIEWED AND APPROVED BY:
Abel Avalos, City Manager

RECOMMENDATION:
It is recommended that the City Council receive and file the report.

BACKGROUND:
AB 1234, became effective January 1, 2006. This bill requires a local agency that provides reimbursement for expenses to members of its legislative body to adopt a written policy on the duties for which legislative body members may receive compensation, other than meetings of the legislative body or an advisory body or attendance at a conference or organized educational activity. Resolution No. 24-2970 outlines the City's Expense Reimbursement and Travel Policy.

STATEMENT OF FACT:

Councilmember	Event	Benefit of Expenditure to the Residents
Ali Sajjad Taj	Soroptimist Monte Carlo Fundraiser Gala 2/28	Attending City, community, regional and other events
Rene Trevino	Soroptimist Monte Carlo Fundraiser Gala 2/28	Attending City, community, regional and other events
Melissa Ramoso	Soroptimist Monte Carlo Fundraiser Gala 2/28	Attending City, community, regional and other events

Monica Manalo	Soroptimist Monte Carlo Fundraiser Gala 2/28	Attending City, community, regional and other events
Zeel Ahir	Soroptimist Monte Carlo Fundraiser Gala 2/28	Attending City, community, regional and other events

Additionally, Council is provided automobile reimbursement in the amount of a flat $150 per month amount as authorized in the Resolution 24-2970, which outlines the Expense Reimbursement and Travel Policy

FISCAL IMPACT:
The reported expenditures are in compliance with AB 1234, the City travel policy, and have been budgeted.

RECOMMENDED COUNCIL ACTION:
It is recommended that the City Council receive and file report.

CITY COUNCIL AGENDA REPORT

MEETING DATE: March 9, 2026 **ITEM NO: 9D.**

TO: Mayor and Members of the City Council

SUBJECT: City Council Meeting Minutes

FROM: Jennifer Alderete, City Clerk

REVIEWED AND APPROVED BY:
Abel Avalos, City Manager

RECOMMENDATION:
It is recommended that the City Council approve minutes as presented for the following City Council meetings:
January 12, 2026 - Joint Regular Artesia City Council and Special Artesia Housing Authority Meeting
January 26, 2026 - Special Meeting.

BACKGROUND:
The attached action minutes serve as the official record of the City Council meetings, recording the legislative body's decisions, recorded in its motions, actions, and votes, as mandated by Government Code 36814 and 40801.

FISCAL IMPACT:
There is no fiscal impact associated with approval of this item.

Attachments

MINUTES 1-12-26 Regular.pdf
MINUTES 1-26-26 Special.pdf

Joint Regular Artesia City Council and
Special Artesia Housing Authority Meeting Minutes
Monday, January 12, 2026 – 7:00 p.m.
City Council Chambers
18747 Clarkdale Avenue, Artesia, CA 90701

1. **CALL TO ORDER REGULAR MEETING**
   Mayor Trevino called the meeting to order at 7:01 p.m.

2. **ROLL CALL**
   Present: Mayor Trevino, Mayor Pro Tem Ramoso, Councilmembers Taj, Manalo, and Ahir

   Staff Present: City Manager Avalos, Deputy City Manager Burke, Finance Manager Murguia, City Attorney Nguyen, City Clerk Alderete, Community Development Director Bollier, Public Works Manager Sanchez, Parks and Recreation Manager Guerra, Accounting Manager Laquian, Special Projects Manager Lee, Management Analyst Nacionales-Tafoya, Management Analyst Zambrano, Management Analyst Flores, and Planning Assistant Wells.

3. **INVOCATION**
   Councilmember Manalo, delivered the invocation.

4. **PLEDGE OF ALLEGIANCE**
   Sergeant Ramos, led the pledge of allegiance.

5. **PUBLIC COMMENTS**
   5A. Public Comments Public comments could be provided, in person or submitted by email to publiccomments@cityofartesia.us by 12:00 p.m. on the date of the meeting. Lorelei Bailed and Tony Mendoza provided public comments for items not listed on the agenda.

6. **COUNCILMEMBER COMMENTS**
7. Mayor Trevino, Mayor Pro Tem Ramoso, Councilmembers Taj, Manalo, and Ahir asked questions and/or provided comments.

   Councilmember Ahir attended the Contract Cities Sacramento Legislative Tour.

   Councilmember Manalo attended the Contract Cities Sacramento Legislative Tour, and reported that the monthly COG meeting was cancelled.

   Mayor Pro Tem Ramoso reported that she did not attend the Greater Los Angeles Vector Control meeting on Thursday, January 8th, and the California Contract Cities Sacramento Legislative Tour.

   Mayor Trevino attended the Contract Cities Sacramento Legislative Tour.

8. CEREMONIAL PRESENTATIONS

7A. Staff Introductions

Community Development Director Bollier introduced new Assistant Planner Devan Wells. A Certificate of Recognition was presented to Devan Wells.

9. BUSINESS PRESENTATION

8A. 2025 Community Benefit Grantee Presentations

Management Analyst Zambrano introduced the recipients of the 2025 Community Benefit. Barbara Applebury from the Artesia Historical Society provided a presentation. Artesia Cerritos Lions Club provided a presentation. The South Asian Network provided a presentation. SAHAS for Cause provided a presentation. The Friends of Artesia Library President, Bill Moyer provided a presentation. Mayor Trevino asked questions and/or provided comments.

10. CONSENT CALENDAR

Councilmember Taj moved, seconded by Councilmember Ahir, to approve consent calendar items 9A-9P (excluding 9K, 9O, and 9P).
Motion carried, 5-0

9A. Waive Reading of All Ordinance and Resolutions Adoptions on the Agenda and Read by Title Only

Recommendation: Waive Reading, by Title Only, of all Ordinances and Resolutions. Said Ordinances and Resolutions Which Appear on the Public Agenda Shall Be Determined to Have Been Read by Title and Further Reading Waived.

9B. Accounts Payable Check Register – December 2025

Recommendation: Receive and File.

9C. City Financial Report –November 2025

Recommendation: Receive and File.

9D. AB 1234 Reporting

Recommendation: Receive and File.

9E. City Council Meeting Minutes

Recommendation: Approve Minutes as Presented for November 10, 2025 - Special Meeting, November 10, 2025 - Regular Meeting, and November 19, 2025 - Special Meeting.

9F. Second Reading and Consideration of Ordinance Related to Accessory Dwelling Units and Junior Accessory Dwelling Units

Recommendation: Adopt Ordinance No. 25-978, an Ordinance of the City Council of the City of Artesia, California, Amending Chapter 2 of Title 9, Article 45 Related to

Accessory Dwelling Units and Junior Accessory Dwelling Units; And Find the Ordinance Exempt from CEQA pursuant to Public Resources Code § 21080.17.

9G. Second Reading and Consideration of Ordinance Making Minor Corrections and Cleanup Amendments to Various Sections of the Artesia Municipal Code

Recommendation: Adopt Ordinance No. 25-976, An Ordinance of the City Council of the City of Artesia, California, Amending Various Sections of Title 1, Title 3, Title 5, and Title 9 of the Artesia Municipal Code, to Make Minor Refinements, Corrections, and Clean-up Amendments; and Adding Article 10 to Chapter 4 of Title 4 Regulating Temporary Street Closures; And find the Ordinance Exempt from CEQA pursuant to Guideline Sections 15378(b)(5) and 15061(b)(3).

9H. Consideration of a Resolution Authorizing Investment of Funds in the Local Agency Investment Fund (LAIF)

Recommendation: Adopt Resolution No. 26-3073, Authorizing Investment of Monies in Local Agency Investment Fund and Repealing Resolution No. 1803.

9I. Consideration of Award of a Construction Contract for the EV Charging Facility Expansion Project

Recommendation: Award a Construction Contract to Koba Construction in the Amount of $449,000 for the Electric Vehicle Charging Facility Project, Authorize the City Manager To Execute the Contract on Behalf of the City Council and Approve Non-Substantive Revisions That Do Not Change the Total Contract Price; And Make a Determination of Exemption Under CEQA Pursuant to Section 15301 of the State CEQA Guidelines.

9J. Resolution Declaring Intention to Annex Territory to Community Facilities District No. 2017-1 and Adopting Map of Proposed Area to Annex

Recommendation: Adopt Resolution No. 25-3072, a Resolution of Intention of the City Council of the City of Artesia, California, Declaring Intention to Annex Territory to Community Facilities District No. 2017-1 (Services) and Adopting a Map of the Area Proposed To Be Annexed Thereto (Annexation No. 4); Making a Determination of Exemption Under CEQA Guideline Sections 15378 and 15060(c)(3); And Direct Staff To Hold the Public Hearing for March 9, 2026.

9L. Introduction of an Ordinance to Adopt Updated Los Angeles County Building, Electrical, Plumbing, Mechanical, Residential Codes, and Green Building Standards

Recommendation: Waive Full Reading and Introduce Ordinance No. 26-979, Adopting by Reference Title 26 of the Los Angeles County Code, Incorporating and

Amending the 2025 California Building Code; Title 27 of the Los Angeles County Code, Incorporating and Amending the 2025 California Electrical Code; Title 28 of the Los Angeles County Code, Incorporating and Amending the 2025 California Plumbing Code; Title 29 of the Los Angeles County Code, Incorporating and Amending the 2025 California Mechanical Code; Title 30 of the Los Angeles County Code, Incorporating and Amending the 2025 California Residential Code; Title 31 of the Los Angeles County Code, Incorporating and Amending the 2025 California Green Building Standards Code; Title 33 of the Los Angeles County Code, Incorporating and Amending the 2025 California Existing Building Code; With Certain Amendments, Deletions and Additions, Including Findings, Fees and Penalties; And Amending the Artesia Municipal Code; Find the Ordinance Exempt from CEQA pursuant to Guidelines Section 15061(b)(3); And Direct Staff To Notice and Hold a Public Hearing on the Proposed Adoption of Ordinance No. 26-979 at the City Council's Regularly Scheduled February Meeting.

9M. Second Amendment to Professional Services Agreement with BOA Architecture Inc.

Recommendation: Approve Amendment No. 2 to the Professional Services Agreement With Boa Architecture Inc. To Expand the Scope of Work, and Increase the Contract Amount by $11,000 for a Revised Not-To-Exceed Total of $118,800, and Authorize the City Manager To Execute the Amendment.

9N. Fiscal Year 2024-25 Development Impact Fee Report

Recommendation: Receive and file.

ITEM(S) PULLED FROM THE CONSENT CALENDAR (9K, 9O, and 9P)

9K. Community Benefit Grant Awards for Calendar Year 2026

Recommendation: Approve Grant Funding Through the Community Benefit Grant Program for the Following Organizations, Contingent Upon the Execution of a Community Benefit Grant Agreement: Artesia Christian Home ($27,000); Artesia Historical Society ($40,000); Artesia-Cerritos Lions Club ($19,800); Friends of Artesia Library ($16,800); Miss Artesia Pageant ($26,000); Rotary Club ($21,400); Saahas for Cause ($20,700); South Asian Network ($21,700); And the Artesia Chamber of Commerce ($30,000).

Management Analyst Zambrano provided staff report. City Attorney Nguyen provided input. Mayor Trevino, Mayor Pro Tem Ramoso, Councilmember Manalo, and Councilmember Ahir asked questions and/or provided comments.

Councilmember Manalo moved, seconded by Mayor Pro Tem Ramoso to approve grant funding through the community benefit grant program for Saahas for Cause. Motion carried, 4-0-0-1, with Councilmember Ahir recused.

Councilmember Manalo moved, seconded by Mayor Pro Tem Ramoso to approve agenda 9K as recommended with the exception of Saahas for Cause.
Motion carried, 5-0.

9O. Mayor's 2026 Appointments to Internal and External Committees
Recommendation: Receive and File Appointments; Adopt Resolution No. 26-3074, Designating Mayor Pro Tem Ramoso as an Alternate Member of the Board of Directors of County Sanitation District Nos. 2, 18, and 19 of Los Angeles County for the Artesia City Council; And Direct Staff to Update FPPC Form 806.

City Manager Avalos provided staff report. He noted there was an error related to the Sister City Committee and recommended that the ad-hoc committee be disbanded, and that the standing committee resume with Mayor Pro Tem Ramoso and Councilmember Ahir. Mayor Pro Tem Ramoso and Councilmember Manalo asked questions and/or provided comments.

Councilmember Manalo moved, seconded by Councilmember Ahir to approve agenda 9O as recommended including the correction of the Sister City Committee.
Motion carried, 5-0.

9P. Removal and Appointment of Parks and Recreation Commissioner
Recommendation: Receive and file.

Mayor Pro Tem Ramoso appointed Dr. Veronica Bloomfield. City Clerk Alderete swore in Dr. Bloomfield.

Mayor Pro Tem Ramoso moved, seconded by Councilmember Manalo to approve agenda 9P as recommended.
Motion carried, 5-0.

11. PUBLIC HEARING
None

12. DISCUSSION
11A. Interagency Loan for $666,300 Between the City of Artesia and the Artesia Housing Authority for the Purchase and Sale Agreement for Acquisition of 11820 168th Street by the Artesia Housing Authority Purchase and Sale Agreement for Acquisition of

Real Property for the Housing Authority of City of Artesia

City Council Recommendation: Approve and Authorize the City Manager To Execute on Council's Behalf: A Loan Agreement in Which the City of Artesia Loans the City of Artesia Housing Authority $666,300 From Its General Fund Unassigned Fund Balance, Subject to the Terms and Conditions of the Loan Agreement; And Finding That the Action is Exempt From CEQA Pursuant to State CEQA Guidelines Section 15378.

Commission of the Housing Authority Recommendation: Approve and Authorize the Executive Director of the Housing Authority To Execute on the Commission's Behalf: A Loan Agreement; A Purchase and Sale Agreement for Real Property Located at 11820 168th Street (APN 7011-004-076) in the City of Artesia for a Total Purchase Price of $630,000, Plus Relocation Costs Not To Exceed $29,800, and $6,500 in Closing Costs; And Find That the Action Is Exempt From CEQA Pursuant To State CEQA Guidelines Section 15378.

City Manager Avalos introduced the item. Management Analyst Nacionales-Tafoya provided staff report. Deputy City Manager Burke provided input. Mayor Pro Tem Ramoso, Councilmember Manalo, and Taj asked questions and/or provided comments.

Councilmember Taj moved, seconded by Councilmember Ahir, to approve agenda item 11A, as recommended.
Motion carried, 5-0.

Member Taj moved, seconded by Vice Chair Ramoso, to approve agenda item 11A, as recommended for the housing authority.
Motion carried, 5-0.

13. CITY MANAGER REPORT

City Manager Avalos provided updates.

14. COUNCILMEMBER COMMENTS

Mayor Trevino, Council Member Ahir, and Taj asked questions and/or provided comments.

15. ADJOURNMENT

The meeting was adjourned at 8:49 p.m.in memory of Congressman Doug LaMalfa.

Artesia City Council Special Meeting Minutes
Monday, January 26th, 2025 – 6:00 p.m.
City Council Chambers
18747 Clarkdale Avenue, Artesia, CA 90701

1. **CALL TO ORDER REGULAR MEETING**
   Mayor Trevino called the meeting to order at 6:04 p.m.

2. **ROLL CALL**
   Present: Mayor Trevino, Mayor Pro Tem Ramoso, Councilmembers Ahir and Taj.
   Absent: Councilmember Manalo (excused)

   Staff Present: City Manager Avalos, Deputy City Manager Burke, Finance Manager Murguia, City Attorney Nguyen, City Clerk Alderete, Community Development Director Bollier.

3. **PUBLIC COMMENTS**
   3A. Public Comments Public comments could be provided, in person or submitted by email to publiccomments@cityofartesia.us by 12:00 p.m. on the date of the meeting. No public comments were provided.

4. **PUBLIC HEARING**
   4A. Introduction of an Ordinance Amending the Artesia Municipal Code Relating to the Mixed Use Overlay
   Recommendation: Waive Full Reading and Introduce by Title Only, Ordinance No. 26-980, Amending Sections of Title 48 (Mixed-Use Overlay Zone) of Chapter 2 (Zoning) of Title 9 (Planning and Zoning) of the Artesia Municipal Code and Finding the Ordinance Exempt From CEQA Pursuant To State CEQA Guidelines Section 15061(b)(3); And Direct Staff to File Notice of Exemption.

   City Manager Avalos introduced the item. Sagecrest Contract Planner, Art Bashmakian provided staff report. Deputy City Manager Burke provided input. Councilmember Taj asked questions and/or provided comments. Mayor Trevino opened the public hearing. No public comments were provided. MayorTrevino closed the public hearing.

   Councilmember Taj moved, seconded by Mayor Pro Tem Ramoso to approve agenda item 4A, as recommended.
   Motion carried, 4-0-1, with Councilmember Manalo absent.

5. **DISCUSSION**
   5A. Transmittal of Annual Comprehensive Financial Report for Fiscal Year 2024-2025
   Recommendation: Receive and File

Finance Manager Murguia provided staff report. Mayor Trevino, Mayor Pro Tem Ramoso, Councilmember Taj and Ahir asked questions and/or provided comments.

Councilmember Taj moved, seconded by Councilmember Ahir to approve agenda item 5A, as recommended.
Motion carried, 4-0-1, with Councilmember Manalo absent.

6. COUNCILMEMBER COMMENTS
None

7. ADJOURNMENT
The meeting was adjourned at 6:33 p.m.

CITY COUNCIL AGENDA REPORT

MEETING DATE: March 9, 2026 **ITEM NO:** 9E.

TO: Mayor and Members of the City Council

SUBJECT: Sister City Designation Policy

FROM: Mario Flores, Management Analyst

REVIEWED AND APPROVED BY:
Melissa Burke, Deputy City Manager
HongDao Nguyen, City Attorney
Abel Avalos, City Manager

RECOMMENDATION:
It is recommended that the City Council consider and adopt Resolution No. 26-3077, approving a sister city designation policy.

BACKGROUND:
Sister City programs originated in 1956 through an initiative of President Dwight D. Eisenhower. It was his intent to involve people and organize groups at all levels of society in personal citizen diplomacy with the hope that people-to-people relationships, fostered through sister city, county and state affiliations, would lessen the chance of future world conflicts. Through volunteer efforts, the goals of a Sister City program are generally the following:

- To develop community partnerships between U.S. Cities, counties, states and similar jurisdictions in other nations;
- To create opportunities for city officials and citizens to experience and explore other cultures through long-term community partnerships;
- To create an atmosphere in which economic and community development will be implemented and strengthened; and
- To stimulate environments through which communities will creatively learn, work and solve problems together through reciprocal cultural, educational, municipal, business, professional and technical exchanges.

In the past, the City of Artesia ("City") has formed official Sister City affiliations with the City of Praia da Vitoria, Portugal, established in 1991; the City of Zacapu, Mexico, established in 2000; and the City of Jamay, Mexico, established in 2005. Records also indicate that there was some historical activity between the City of Artesia and Koudekerk aan den Rijn (Koudekerk), a village in the Netherlands; however, it appears that this affiliation was never finalized nor made official through City Resolution. Since that time, Koudekerk has undergone municipal reorganization and is no longer an independent municipality.

Building on these prior relationships, the City has continued to receive interest from other municipalities seeking to establish formal Sister City ties. In June 2025, the City received a formal request from the City of Angra do Heroísmo, located in the Azores region of Portugal. In September 2025, the Angra do Heroísmo City Council formally approved the establishment of a Sister City relationship with Artesia and is awaiting formal action from the City.

Given that this request would represent Artesia's first Sister City designation in several decades, and recognizing the absence of a formalized process to evaluate such requests, the City Council tasked a Sister City Committee comprised of Councilmembers Ramoso and Ahir (Committee) with working alongside staff to develop a clear and consistent Sister City designation policy. The Committee first convened on December 4, 2025 to discuss the goals of the policy and to review how neighboring cities address sister city relationships. On January 28, 2026, Staff presented a draft Sister City Designation Policy to the Committee, at which time, members reviewed the draft policy, provided feedback, and directed staff to incorporate the recommended revisions and present the policy to the City Council. The updated policy, incorporating the Committee's suggested revisions, is being recommended for City Council consideration and approval.

ANALYSIS:

The proposed Sister City Designation Policy establishes a formal framework for evaluating and approving future Sister City relationships in a consistent, transparent, and equitable manner. Historically, the City has not maintained a formal policy governing the evaluation and approval of Sister City requests, resulting in the absence of clearly defined eligibility standards and review procedures. Adoption of this policy addresses that gap and provides a standardized process for future requests.

The policy clearly defines the roles and responsibilities of the City Council, Sister City Committee, City Staff, and proposing organizations. It outlines eligibility requirements for sponsoring organizations, required documentation, and evaluation criteria to ensure that proposed Sister City relationships align with the City's goals, values, and community interests. Importantly, the policy emphasizes that Sister City relationships are community-driven initiatives and do not obligate the use of City staff time, resources, or funding unless expressly approved by the City Council.

Additionally, the policy establishes objective criteria for review, including organizational capacity, reciprocity, civic relevance, and alignment with the stated goals of Sister City Programs. This ensures that future requests are evaluated on their merits and that approved relationships are sustainable and beneficial to the Artesia community. Approval of the proposed policy provides the City Council with a clear mechanism to evaluate any Sister City requests while maintaining oversight and preserving City resources.

FISCAL IMPACT:

There is no impact associated with the adoption of Resolution No. 26-3077, which establishes the City of Artesia Sister City Designation Policy. Sister City relationships are community-based initiatives and do not require City staff time, resources, or funding unless expressly authorized by the City Council.

RECOMMENDED COUNCIL ACTION:

It is recommended that the City Council consider and adopt Resolution No. 26-3077, approving a sister city designation policy.

Attachments

Resolution 26-3077.pdf

RESOLUTION NO. 26-3077

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, APPROVING A SISTER CITY DESIGNATION POLICY

WHEREAS, on November 10, 2025, the Artesia City Council directed City staff to develop a policy outlining requirements, procedures, and roles related to the formation of Sister City relationships;

WHEREAS, Sister City programs are generally created between two cities to foster friendships, cultural exchange, and may be expanded to include business, educational, and professional collaboration;

WHEREAS, on January 28, 2026, the Sister City Ad Hoc Committee convened to review the proposed Sister City Designation Policy, provided feedback, and helped formulate a final policy recommendation for City Council consideration;

WHEREAS, the proposed Sister City Designation Policy establishes a structured process for community organizations and other eligible entities to propose and seek City Council approval for Sister City relationships on a case-by-case basis; and

WHEREAS, the City Council desires to formally adopt the Sister City Designation Policy to provide consistent guidance for future Sister City requests.

NOW, THEREFORE, the City Council of the City of Artesia does hereby find, order and resolve as follows:

SECTION 1. The Sister City Designation Policy, attached hereto as Exhibit A and incorporated herein, is hereby approved and adopted.

SECTION 2. Artesia-based community organizations may seek City Council approval to establish a Sister City relationship in accordance with the adopted Policy.

SECTION 3. All requests to establish a Sister City relationship shall be reviewed by the Sister City Committee and approved by the City Council on a case-by-case basis.

SECTION 4. Approval of a Sister City relationship does not authorize the use of City staff time, City resources, or City funding unless such allocation is expressly approved by a majority vote of the City Council.

SECTION 5. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 9th day of March 2026.

_____
RENE TREVINO, MAYOR

ATTEST:

_____
JENNIFER ALDERETE, CITY CLERK

APPROVED TO FORM:

_____
BEST BEST & KRIEGER, CITY ATTORNEY

EXHIBIT "A"

CITY OF ARTESIA SISTER CITY DESIGNATION POLICY
(Attached)

CITY OF ARTESIA
SISTER CITY DESIGNATION POLICY

1. PURPOSE:

This Policy establishes the requirements and procedures for community organizations and other interested entities to propose the formation of a Sister City relationship between a prospective city and the City of Artesia. Sister City programs are generally created between two cities to create friendships, cultural exchanges and may be expanded to include business and professional collaborations. Sister City programs are not supported by City staff and/or financial resources unless specifically authorized by a majority vote of the City Council.

2. POLICY DIRECTIVE:

Artesia-based community organizations may seek City Council approval to establish a Sister City relationship with a prospective city by submitting an application to the Sister City Committee by way of the City Manager in accordance with this Policy. All applications will be reviewed by the Sister City Committee and approved by the City Council on a case-by-case basis.

3. SISTER CITY FORMATION:

A. Community Organizations and Other Eligible Entities: Community organizations and other eligible entities may seek City of Artesia approval for the establishment of a Sister City relationship between a prospective city and the City of Artesia, subject to the following requirements.

For the purposes of this Policy, the Sister City Committee is defined as a committee composed of two (2) members of the Artesia City Council, designated by the Mayor.

1. A letter of request will be submitted to the Sister City Committee by way of the City Manager providing justification and/or reasoning for the proposed Sister City relationship. The letter will also be required to outline the goals and objectives of the proposed Sister City relationship such as:

    a. Developing community partnerships between cities, counties, states of the United States and similar jurisdictions in other nations;

    b. Creating opportunities for the city officials and citizens to experience and explore other cultures through long-term community partnerships;

    c. Creating an atmosphere to facilitate economic development opportunities;

    d. Stimulating environments through which communities will creatively learn, work and solve problems together by sharing cultural, educational, municipal, business, professional, and technical experiences; and

    e. Collaborating with local government organizations throughout the United States that share similar interests.

2. A reciprocal Letter of Intent (LOI) from the prospective city should accompany the Sister City application for the purpose of providing information about the organization or entity

and reasoning for the proposed relationship.

3. The proposing organization or entity shall be a non-profit organization or tax-exempt association as recognized by the State of California or the Internal Revenue Code with 501(c)(3), 501(c)(4), or 501(c)(6) designation.

4. If applicable, a complete list of the organization's members' names, addresses and telephone numbers and other necessary information declaring if members are employed in the City, or are owners or operators of a business or other establishment located in the City, as of the date of the application.

B. Other Organizations: In the event that a proposing community group is not a formally established association or organization, the Sister City Committee may choose to accept a LOI from the sponsoring organization or individual representative stipulating that it can fulfil the above referenced requirements within 120 days of the date of the LOI. All requests to establish a Sister City relationship with the City of Artesia shall be subject to Sister City Committee review and City Council consideration and approval on a case-by-case basis.

C. Review Process: Once letters of request are received from a community organization or other eligible entity, the City Manager or designee will review the letter, and if found complete, shall convene a meeting of the Sister City Committee to review the Sister City request.

1. The Sister City Committee will review the request letter, and if they find the application warrants the creation of a new sister city relationship, they will make a recommendation to the full City Council to establish a new sister city relationship.

2. If the Sister City Committee does not recommend approval of the proposed sister city relationship, the request shall not proceed to the City Council and shall be considered denied unless otherwise directed by the City Council. If the Sister City Committee recommends approval, the recommendation shall be forwarded to the City Council for consideration. The City Council retains sole and absolute discretion to approve or deny the establishment of any sister city relationship.

3. In evaluating a request to establish a new Sister City relationship, the Sister City Committee shall consider the following criteria:

   a. Eligibility and Compliance with Policy Requirements: The requesting organization meets all eligibility requirements set forth in this Policy, including nonprofit or tax-exempt status, demonstrated connection to the City of Artesia, membership composition, and submission of required documentation.

   b. Justification for the Proposed Relationship: The letter of request clearly articulates the rationale for selecting the proposed city and the proposed relationship demonstrates cultural, historical, educational, economic, or civic relevance to the City of Artesia and its residents.

   c. Reciprocity and City Commitment: A reciprocal letter of request clearly articulates the rationale for selecting the proposed city.

   d. Organizational Capacity: The sponsoring organization demonstrates the capacity to

manage and sustain the Sister City relationship without reliance on City Staff or financial resources unless otherwise authorized by the City Council.

e. Alignment with Goals: The proposal supports one or more of the Sister City goals identified in the Policy, including cultural exchange, international friendship, educational opportunities, and potential economic or professional collaboration.

4. APPROVAL OF POLICY:

This Policy was approved by the Artesia City Council by Resolution No. 26-3077 on March 9, 2026, and became effective immediately thereon.

CITY COUNCIL AGENDA REPORT

MEETING DATE: March 9, 2026 **ITEM NO: 9F.**

TO: Mayor and Members of the City Council

SUBJECT: Enhanced Infrastructure Financing District (EIFD) Public Financing Authority Appointment and Status Update

FROM: Carmen Zambrano, Management Analyst

REVIEWED AND APPROVED BY:
Melissa Burke, Deputy City Manager
HongDao Nguyen, City Attorney
Abel Avalos, City Manager

RECOMMENDATION:
Staff recommends that the City Council, by motion, appoint Skip Vega to serve as the City of Arteisia's public member representative to the Public Financing Authority of the Artesia Enhanced Infrastructure Financing District, in accordance with the Enhanced Infrastructure Financing District's formation resolution.

BACKGROUND:
On Monday, October 13, 2025, the City of Artesia ("City") City Council adopted Resolution No. 25-3068 establishing the Artesia Enhanced Infrastructure Financing District (EIFD) and creating the Public Financing Authority (PFA) as its governing body. At that meeting, the City Council confirmed that the Economic Development Committee members would serve as the City's two Councilmember representatives on the PFA, roles currently held by Mayor Rene Trevino and Councilmember Monica Manalo. The PFA is responsible for overseeing the implementation of the EIFD, including approval of the Infrastructure Financing Plan (IFP), entering contracts, and managing infrastructure projects funded by future property tax increment revenue.

On Tuesday, February 10, 2026, the Los Angeles County Board of Supervisors approved a resolution to partner with the Artesia EIFD, confirming the County's participation in the PFA and coordination on future infrastructure projects.

ANALYSIS:
Implementation of the EIFD requires the creation of the PFA. For a joint EIFD with the City and County, the PFA is comprised of a five-member board: two City Councilmembers, one County Supervisor (or designee), and one public member appointed by each body. The PFA adopts bylaws governing terms, officers, and meeting schedules, and oversees implementation of the IFP, with authority to approve minor amendments, such as revenue updates. Major amendments, including new projects or allocation increases, require approval by the City Council and the Board of Supervisors.

The Economic Development Committee met on Monday, February 23, 2026, and is recommended that the City Council appoint Skip Vega, an Artesia resident who previously served on the City's Measure M Citizens' Oversight Committee, participating in the review and oversight of designated City revenue sources, to serve as the City's public member representative on the PFA. Once both the City and County have appointed their representatives, the PFA will convene to begin work on drafting the IFP. The anticipated milestones are as follows:

Potential Date	Task

Completed	A) City Council and County Board of Supervisors consider Resolution(s) of Intention (ROI) anc establish PFA
March 2026	B) PFA directs the drafting of the Infrastructure Financing Plan (IFP)
April 2026	C) Distribute draft IFP, ROI, and Public Meeting Notice to property owners, affected taxing entities.
May 2026	D) PFA holds an initial public meeting to present the draft IFP to the public and property owners
June 2026	E) City Council/legislative bodies of other affected taxing entity contributing increment adopt res approving IFP
July 2026	F) PFA holds first public hearing to hear additional comments and take action to modify or reject IFI 30 days after "D")
August 2026	G) PFA holds second public hearing to consider oral and written protests and take action to proceedings or adopt IFP and form the district by resolution (at least 30 days after "F")

FISCAL IMPACT:
There is no fiscal impact on the General Fund associated with the appointment of a representative on the PFA.

All consultant team technical work is being funded by Los Angeles County Metro associated the Southeast Gateway Line project. The Artesia EIFD will provide the opportunity to use tax increment financing to fund targeted infrastructure investments within the City. Detailed fiscal impacts would be evaluated as part of the Infrastructure Financing Plan (IFP) development process and presented to the City Council for consideration prior to approval.

RECOMMENDED COUNCIL ACTION:
Staff recommends that the City Council, by motion, appoint Skip Vega to serve as the City of Artesia's public member representative to the Public Financing Authority of the Artesia Enhanced Infrastructure Financing District, in accordance with the Enhanced Infrastructure Financing District formation resolution.

Attachments

Staff Report - October 2025.pdf

CITY COUNCIL AGENDA REPORT

MEETING DATE: October 13, 2025 **ITEM NO: 11B.**

TO: Mayor and Members of the City Council

SUBJECT: Resolution of Intention to Form an Enhanced Infrastructure Financing District (EIFD)

FROM: Carmen Zambrano, Management Analyst

REVIEWED AND APPROVED BY:

Melissa Burke, Deputy City Manager
Jamie Murguia, Finance Manager
HongDao Nguyen, City Attorney
Abel Avalos, City Manager

RECOMMENDATION:
Staff recommends that the City Council:

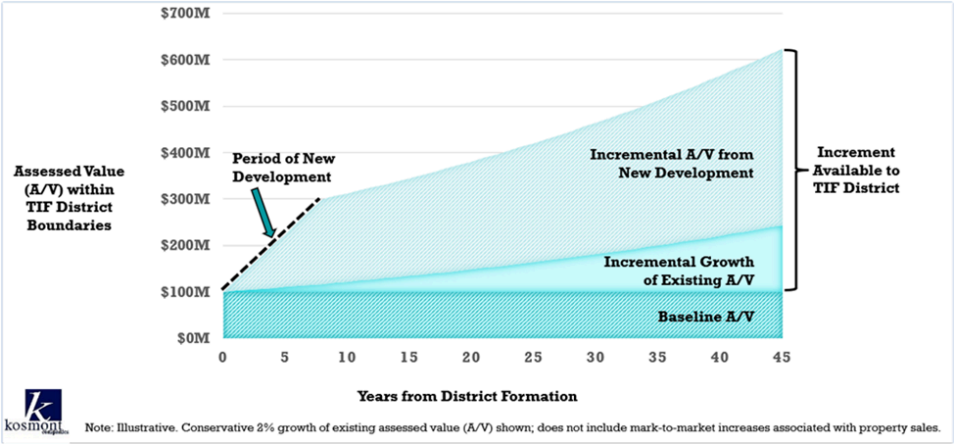
1. Adopt Resolution 25-3068, A Resolution of the City Council of the City of Artesia, California, Declaring its Intention to Establish the Artesia Enhanced Infrastructure Financing District to Finance the Construction, Repair, Acquisition, and/or Maintenance of Capital Improvements and Facilities, Including the Acquisition and/or Remediation of Land for such Improvements and Facilities; Establishing a Public Financing Authority; and Authorizing Certain other Actions Related Thereto;
2. Finding the Adoption of Resolution 25-3068 is not subject to CEQA pursuant to CEQA Guidelines Section 15378; and
3. Appoint two members of the City Council to serve on the Public Financing Authority (PFA) and one member as an alternate, in anticipation of Los Angeles County joining the PFA. If Los Angeles County does not join, the alternate will serve as a third member of the PFA.

BACKGROUND:
City staff and the consultant team provided an informational presentation regarding the Enhanced Infrastructure Financing District (EIFD) to the City Council on September 8, 2025. Based on positive reception and direction from the City Council that evening, staff and the Metro consultant team have had further discussions with County Executive Office staff and representatives from County Supervisor Hahn's office regarding potential City/County partnership in the EIFD. County feedback has been positive, and has included a virtual meeting and in-person tour of the proposed EIFD boundaries. The City Council may now wish to consider adoption of a non-binding Resolution of Intention to form an EIFD, so that the process toward potential formation can continue pursuant to the EIFD statute.

EIFD Information
EIFDs were created in 2014 (SB 628) following the dissolution of Redevelopment Agencies and have since become the predominant tax-increment financing (TIF) tool in California, with more than 30 districts formed statewide, including six in Los Angeles County.

EIFDs fund public facilities and investments by capturing a portion of future property tax increment revenue as development occurs within district boundaries. Importantly, EIFDs do not increase property taxes or impose new taxes on landowners. The commitment of future EIFD funding has also proven catalytic for private sector investment and enhances eligibility for additional resources, including County contributions and competitive state and federal grants.

At staff's direction, Metro's Value Capture Support team prepared analysis confirming EIFD feasibility to support economic development through infrastructure investment. Alternatives of boundaries, partnerships, and revenue allocations have been assessed, with TIF capacity estimated at up to $60 million. A City-only strategy would generate favorable returns, though partnering with Los Angeles County would enhance financial feasibility.



ANALYSIS:

Potential Artesia EIFD Boundaries

Draft EIFD boundaries have been evaluated based on opportunity sites for new development or rehabilitation, including the Downtown Specific Plan area and other mixed-use and commercial sites, with the Metro Southeast Gateway Line (SGL) Pioneer Station at the core.

The draft boundary totals approximately 324 acres (about 31% of City acreage and 25% of assessed value). Boundaries are not required to be contiguous, allowing focus on areas with the greatest growth potential while protecting General Fund revenues from other areas. Funding generated within the EIFD may be used flexibly within or outside the district boundaries.

Eligible Projects

EIFDs may fund infrastructure and public facilities of community significance with a useful life of 15-plus years, including maintenance. Example projects identified by City staff and consultants, should funding be available, include:

- Metro 3% local cost match contribution
- Metro station first/last mile connections and Historic District Multi-Use Trail improvements
- Affordable housing gap funding
- Water, sewer, and utility capacity enhancements
- Roadway and streetscape improvements along Pioneer Boulevard
- Park improvements for Artesia Park and A.J. Padelford Park
- Public safety / Sheriff facilities
- Broadband infrastructure
- Under grounding utilities

The Infrastructure Financing Plan (IFP) is typically kept broad and flexible to allow adaptation over the district's 50-year lifespan.

Funding Capacity, Partnerships, and Fiscal Considerations

EIFD funding capacity is estimated at up to $60 million on a present-value basis over 50 years. Revenues would accrue annually and could support bond financing once increment levels are sufficient.

These estimates assume the City allocates 50% to 75% of its share of future property tax increment within the EIFD boundary, with additional upside possible through a partnership with Los Angeles County. The County has adopted an EIFD Participation Policy and has previously partnered with La Verne, Palmdale, Carson, and Lakewood, as well as formed its own EIFD in West Carson.

From a City fiscal perspective, EIFD participation does not encumber existing resources but allocates a portion of future increment. A detailed fiscal analysis would confirm the General Fund's ability to "afford" the allocation and assess overall return on investment. Importantly, EIFDs are designed to leverage outside resources: County match dollars, private development, and competitive grants that award higher scores for cities with established financing districts.

Governance

Implementation of an EIFD requires creation of a Public Financing Authority (PFA).

- City-only EIFD: Three City Councilmembers + two public members appointed by Council.
- City + County EIFD: Five-member board consisting of two City Councilmembers, one County Supervisor (or designee), and one public member appointed by each body.

The PFA adopts bylaws governing terms, officers, and meeting schedules. It oversees implementation of the IFP, with authority to approve minor amendments (e.g., revenue updates). Major amendments (e.g., new projects or allocation increases) require approval by the City Council and any partner legislative body.

Next Steps and Timing

Feedback on the EIFD from both City and County stakeholders has been positive thus far, and so Staff is recommending the City Council adopt Resolution No. 25-3068, a non-binding Resolution of Intention to form an EIFD, so that the process toward potential formation can continue pursuant to the EIFD statute.

Adoption of a City Council Resolution of Intention (Attachment 1) provides for the following:

1. Preliminary boundaries of the EIFD. The proposed EIFD boundaries are depicted in Exhibit A of Resolution No. 25-3068. Though the exact boundaries of the EIFD are subject to further review and refinement as the formation process continues, the current boundary is focused on specific plan and commercially-zoned areas with significant opportunity for new development or rehabilitation. The land included in these boundaries totals approximately 324 acres.

2. The public facilities and development proposed to be financed by the EIFD. The activities listed under the Resolution of Intention include all eligible activities under the EIFD legislation and are listed in Exhibit B to Resolution No. 25-3068 (more specific projects will be delineated in the required Infrastructure Financing Plan prior to district formation). The list below represents a broad range of projects which could be funded should revenues be available, though the initial purpose is to fund the three percent local match for the Southeast Gateway Line and/or First Last Mile improvements related to that project. Discussions so far at the staff level between the City and County have identified the following examples of potential projects to be funded:

    - Southeast Gateway Line local cost match contribution and First/Last Mile (FLM) improvements
    - Affordable housing
    - Water, sewer, other utility capacity enhancements
    - Roadway, streetscape improvements along Pioneer Blvd.
    - Improvements to the Historic District Multi-Use Trail adjacent to the future SGL line
    - Park Improvements for Artesia Park and A.J. Padelford Park
    - Public Safety / Sheriff facilities
    - Broadband internet infrastructure
    - Under grounding utilities.

3. Use of Incremental Tax Revenue. Resolution No. 25-3068 anticipates that a portion (not all) of the City's future property tax increment revenue generated within the EIFD will be allocated to the EIFD. The exact amounts will be determined in future resolutions adopted by the City Council. It is anticipated that the County will additionally participate in the EIFD, in which case, a portion of the County's property tax increment revenue will also be allocated to the EIFD.

4. Establishes a Public Financing Authority to serve as the governing board of the EIFD. Given the anticipated participation of the County in the EIFD, the Public Finance Authority (PFA) membership is proposed to be comprised of two members of the City Council, one County Supervisor, one member of the public appointed by the City Council (to be appointed at a future date), and one member of the public appointed by the County Board of Supervisors. An alternate PFA board member will also be appointed to represent the City Council in the absence of a regular member.

5. Sets a time and place for the first public hearing on the EIFD to be conducted by the Public Financing Authority. The first public hearing is tentatively scheduled for May 11, 2026, at 6:00 p.m., or as soon thereafter as the matter may be heard, in the City Hall Council Chambers, 18747 Clarkdale Avenue, Artesia, CA 90701.

Approval of Resolution No. 25-3068 and appointments to the PFA begin a series of activities that will take place over the next several months, primarily by the PFA Board. The following schedule outlines the various key tasks and milestones in the formation process. As the following proposed schedule indicates, the final City Council approvals are expected to follow in the first half of calendar year 2026.

Public information is an important part of the EIFD formation process. A web page would be developed that would serve as a resource to interested stakeholders. Landowners and residents within the EIFD boundaries would also receive mailed notifications of public meetings and hearings throughout the formation process, and public hearings would additionally be advertised via local newspaper. In the event of a majority protest by property owners or residents within the boundaries, the formation proceedings would be discontinued.

Timeline

If Council directs implementation by adopting Resolution No. 25-3068, formation would take approximately 8-10 months, including 5-8 public meetings of the City Council, PFA, and County Board of Supervisors (if applicable).

Public outreach will include a dedicated EIFD web page, mailed notices to affected property owners and residents, and newspaper advertisements. The process is subject to state law protest provisions, which require discontinuation if a majority of affected property owners or residents oppose.

Potential Date	Task
October 2025 - November 2025	A) City Council and County Board of Supervisors consider Resolution(s) of Intention (ROI) and f establish PFA
December 2025 - January 2026	B) PFA directs the drafting of the Infrastructure Financing Plan (IFP)
February 2026	C) Distribute draft IFP, ROI, and Public Meeting Notice to property owners, affected taxing entities.
March 2026	D) PFA holds an initial public meeting to present the draft IFP to the public and property owners
April 2026	E) City Council/legislative bodies of other affected taxing entity contributing increment adopt resol approving IFP
May 2026	F) PFA holds first public hearing to hear additional comments and take action to modify or reject IFP (30 days after "D")
June 2026	G) PFA holds second public hearing to consider oral and written protests and take action to te proceedings or adopt IFP and form the district by resolution (at least 30 days after "F")

FISCAL IMPACT:

There is no immediate fiscal impact if the City Council adopts Resolution No. 25-3068. All consultant team technical work is being funded by Los Angeles County Metro associated with receiving this project. If an EIFD is ultimately established, it would provide the opportunity to use tax increment financing to fund targeted infrastructure investments within the City. Detailed fiscal impacts would be evaluated as part of the Infrastructure Financing Plan (IFP) development process and presented to the City Council for consideration prior to approval.

RECOMMENDATION:
Staff recommends that the City Council:

1. Adopt Resolution 25-3068, A Resolution of the City Council of the City of Artesia, California, Declaring its Intention to Establish the Artesia Enhanced Infrastructure Financing District to Finance the Construction, Repair, Acquisition, and/or Maintenance of Capital Improvements and Facilities, Including the Acquisition and/or Remediation of Land for such Improvements and Facilities; Establishing A Public Financing Authority; and Authorizing Certain other Actions Related Thereto;
2. Finding the Adoption of Resolution 25-3068 is exempt from CEQA pursuant to CEQA Guidelines Seciton 15378; and
3. Appoint two members of the City Council to serve on the Public Financing Authority (PFA) and one member as an alternate, in anticipation of Los Angeles County joining the PFA. If Los Angeles County does not join, the alternate will serve as a third member of the PFA.

Attachments

Presentation.pdf
Resolution 25-3068 Exhibit A.pdf
Resolution 25-3068 Exhibit B.pdf
Resolution 25-3068.pdf

CITY COUNCIL AGENDA REPORT

MEETING DATE: March 9, 2026 **ITEM NO: 9G.**

TO: Mayor and Members of the City Council

SUBJECT: Award of Professional Services Agreement to BPR Consulting Group for Building and Safety Services

FROM: Paul Bollier, Community Development Director

REVIEWED AND APPROVED BY:
Melissa Burke, Deputy City Manager
Jamie Murguia, Finance Manager
HongDao Nguyen, City Attorney
Abel Avalos, City Manager

RECOMMENDATION:
Staff recommends that the City Council, by motion:

1. Approve, and authorize the City Manager to execute on the Council's behalf, a Professional Service Agreement for Building and Safety Services to BPR Consulting Group in an amount not to exceed $1,500,000 from April 1, 2026 through June 30, 2029.
2. Approve a budget amendment to the Building and Safety Division.

BACKGROUND:
On May 29, 1959, the City of Artesia ("City") City Council adopted Resolution No. 3 authorizing the execution of a contract with the Los Angeles County Department of Public Works for Building Services ("County"). The City Council adopted Resolution No. 4 authorizing execution of an agreement with the County for General Services. The agreements were executed by the Mayor and the Chairman of the Board of Supervisors on May 29, 1959. The General Services Agreement covering these services is renewed every five years, with the current Agreement term being July 1, 2024 through June 30, 2029.

Per the General Services Agreement, the County may terminate services at any time by providing the City with thirty (30) days written notice. In November 2025, the County issued formal written notice terminating its Building Services with the City, effective June 30, 2026, providing the City with more notice than required.

On January 14, 2026, the Community Development Department issued a Request for Proposal (RFP) seeking qualified consulting professionals or firms (“Consultant”) to provide comprehensive Building and Safety services on an “as-needed” basis for both residential and non-residential projects. The RFP required the selected consultant to demonstrate expertise in:

- Building Official services;
- Plan check services;
- Building inspection services;
- Zoning and land use coordination;
- Administration and enforcement of the California Building Standards Code; and

- Compliance with the City's Municipal Code.

ANALYSIS:
The RFP was distributed to forty-two (42) consultant firms. A total of fifteen (15) proposals were received by the February 11, 2026 submission deadline:

PROPOSALS RECEIVED		
BPR CONSULTING GROUP	RKA CONSULTING GROUP	TRANSTECH
WILLDAN	CHARLES ABBOT SERVICES	NV5
BUREAU VERITAS	TRUE NORTH COMPLIANCE SERVICES	CSG CONSULTA
FEI ASSOCIATES CONSULTING ENGINEERS	INTERWEST	TRB ASSOCIAT
4LEAF	BUILDERS PROTECT GROUP	SHUMS CODA ASSO

City staff evaluated proposals using scoring criteria outlined in the RFP, including:

- Proposal Submission 20%: (Quality of Proposal & Adherence to Requirements)
- Qualifications 25%: (Expertise in Field, Relevant Experience, Professional Qualifications)
- Project and Implementation 25%: (Methodology in Approach, Resources, Capability Commitment)
- Cost 30%: (Resources, Hourly Rates, Plan Review, Fee Schedule)

Based on proposal scoring results, the top three (3) prospective consultants including BPR Consulting Group, Willdan, and Bureau Veritas were invited for interviews on February 25, 2026 because their proposals demonstrated a clear understanding of the of City requirements related to Building and Safety Services. In addition, these three (3) top prospective consultants were within the top 90 percentile of all proposals received. The chart below identifies the hourly rates in comparison to the current hourly rates charged by the County.

PROSPECTIVE CONSULTANT HOURLY COMPARISON				
Position	**Los Angeles County**	**BPR Consultants**	**Willdan**	**Bureau Veritas**
Building Offical	$236.76	$170.00	$160.00	$165.00
Engineer Plans Examiner	$195.47	$150.00	$155.00	$145.00
Plan Check	$195.47	$160.00	$155.00	$145.00
ICC Inspector	$149.05	$115.00	$105.00	$110.00
CASp Examiner	N/A	$145.00	$155.00	$145.00
CASp Inspector	N/A	$145.00	$155.00	$145.00

All three of the interviewed consultants provide lower hourly rates than the County is currently charging. Following interviews and final evaluation, staff determined that BPR provided the strongest interview presentation at 95 percent scoring in the areas of municipal experience, work experience, staffing depth, customer service approach, cost competitiveness and interview presentation. Staff recommends award of the Building and Safety Services Agreement to BPR Consulting Group to begin April 1, 2026.

For the remainder of the 2025-26 Fiscal Year (April 1, 2026 through June 30, 2026), County will focus on closing out existing projects; all new projects will be managed through OpenGov and will be assigned to BPR. Any projects not completed by the County at the end of their contract period will then be transitioned over to BPR. The arrangement is not expected to result in any duplication of costs or efforts from either party during this period.

FISCAL IMPACT:
Current Fiscal Year 2025-26

The City Council approved the Fiscal Year 2025-26 Mid-Year Budget on February 9, 2026, which included an allocation to the Building and Safety division in the amount of $174,847 for Building Inspections and Plan Checks. That line item has $76,401 in available budgeted funds. It is estimated the remaining budget amount required will exceed funds available and will require an additional $207,000 for Building and Safety and Plan Check services for this current fiscal year. As the City transitions from the County to BPR from April to June, we will be paying both consultants, so Staff is recommending the City Council approve the budget amendment, increasing the line item for Building Inspections and Plan Checks $207,000, for a total of $381,847. The budget amendment is requested to fund $279,996 for County Services through the end of the fiscal year. This amount includes the cost of complete services from from the January through March (as we have only been invoiced through December), and to close the existing backlog from April through June. The budget amendment also includes $38,000 for BPR for new applications from April to June.

The cost for building and plan check services are expected to be offset by revenue generated from:

- Plan check fees;
- Inspection fees; and
- Permit fees.

Under the proposed Agreement, plan check fees collected will be paid to the consultant at a percentage rate of 55%, the remainder of the plan check fees collected will be retained by the City. Any other required consultant services will be charged at an hourly rate as identified above and in Exhibit C of the Agreement. Staff will closely monitor both contracts and invoicing to ensure adequate accounting for each vendor through the remainder of the Fiscal Year.

Multi-Year Contract Amount:

A review of the County contract expenditures for FY 2022-23, FY 2023-24, and FY 2024-25 indicates an average annual expenditure of $450,000.

Using the estimated annual expenditures from prior years, the Agreement proposes a not-to-exceed amount of $1,500,000 from April 1, 2026 through June 30, 2029. This includes approximately $38,000 for the current fiscal year and an estimated $460,000 for next Fiscal Year. The Agreement also includes an annual CPI adjustment effective July 1, 2027, of an amount not to exceed 5%. This has been accounted for in the total three-year contract amount and Staff will ensure appropriate budgeted funds are available each Fiscal Year. Based on a percentage based plan check fee, and lower hourly rates for other services, staff believes the cost for Building and Safety Services will decline on a per project basis beginning next Fiscal Year.

RECOMMENDED COUNCIL ACTION:
Staff recommends that the City Council, by motion:

1. Approve, and authorize the City Manager to execute on the Council's behalf, a Professional Service Agreement for a Building and Safety Services to BPR Consulting Group in an amount not to exceed $1,500,000 from April 1, 2026 through June 30, 2029.
2. Approve a budget amendment to the Building and Safety Division fund.

Attachments

Building and Safety Services RFP Package.pdf
BPR Consulting Group Proposal.pdf
Rev Budget to Actual FY 25-26 Building and Safety.pdf

REQUEST FOR PROPOSAL (RFP)

BUILDING PLAN CHECK AND SAFETY INSPECTION SERVICES

PROPOSALS MUST BE RECEIVED BY

Wednesday, February 11, 2026, BY 4:00 PM

CITY OF ARTESIA
18747 CLARKDALE AVE
ARTESIA, CA 90701

RFP Issue Date: Wednesday January 14, 2026

Proposal Name: Building Plan Check and Safety Inspection Services

Proposal Due Date: Wednesday, February 11, 2026, by 4:00 PM

Questions:
Please direct any questions or concerns to Paul Bollier, Community Development Director, at pbollier@cityofartesia.us via email by Wednesday, January 28, 2026, by 5:00 PM. Answers will be posted under the RFP and BID page on the City's website.

Submission:
Proposals are to be submitted via email to Paul Bollier, Community Development Director, at pbollier@cityofartesia.us. Proposals must be for the entire scope of services outlined in this RFP. Incomplete proposals will not be considered. It is the Proposer's sole responsibility to ensure that their proposal is submitted as specified. Proposals may be submitted earlier than the date(s) and time(s) indicated.

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I. INTRODUCTION

The City of Artesia ("City") is seeking proposals from qualified consulting professions or firms ("Consultant") related to building and safety (B&S) services on an "as-needed" basis for both residential and non-residential projects. The City's intent is to minimize response time and enhance customer service by supplementing in-house staff with consulting services in the areas of building plan check for high-profile projects and/or contractual services for additional building division positions. Positions may include but are not limited to: building inspection, building code enforcement, building counter operations, and other related services.

Agreements with selected Consultant(s) will be for a three-year term with two (2) 1-year options at the discretion of the City.

The selected consultant must demonstrate experience in providing the following: 1) building permit plan check services; 2) building permit inspection services; or 3) both building permit plan check and building permit inspection services. A list of the scope of services is provided herein. Consultants responding to this proposal must indicate the skills, ability, and/or services which distinguish the consulting professionals or firms from other consulting professionals or firms to make the proposal the best choice for the City. All proposals must contain the requisite information outlined in the RFP.

This solicitation contains a description of the project and services required. Interested proposers have the responsibility of understanding what is required by this solicitation. During the review of the RFP, if the Proposer discovers any errors, omissions, or ambiguities within the RFP, they should identify them in writing and call them to the immediate attention to City of Artesia staff prior to the Written Question deadline referenced in the RFP. The City of Artesia shall not be held responsible for any person's/firm's lack of understanding of the program.

There is no expressed or implied obligation for the City to reimburse responding consultants for any expenses incurred in preparing proposals in response to this request. Materials submitted by respondents are subject to public inspection under the California Public Records Act (Government Code Sec. 6250 et seq.), unless exempt.

A. City Background

Artesia is a culturally rich and diverse city located in southeastern Los Angeles County. Once known for its Artesian wells and agricultural roots, Artesia became a residential and commercial center following incorporation in 1959. The City covers 1.62 square miles and has a population of approximately 16,395. The City serves as a connector between Los Angeles and Orange Counties via the SR-91 Freeway and offers full municipal services through a mix of in-house staff and County contracts. It is an active member of the California Contract Cities Association.

The City of Artesia, located nineteen miles southeast of Los Angeles, currently shares its eastern, southern, and western boundaries with the City of Cerritos, and its northern boundary with the City of Norwalk. The majority of the land area within the City is developed with single-family homes

built between the 1960s and 1980s. Commercial development is mainly located along Pioneer Boulevard, Artesia Boulevard, and South Street, along with smaller neighborhood-serving retail centers scattered within residential areas. The City has a population of 16,395 per the 2020 Census. Artesia's population is 85% people of color, with Hispanic (34%) and Asian (39%) communities making up the largest groups. The City's northern census tract, North Artesia, is formally recognized as a disadvantaged community due to cumulative environmental, health, and socioeconomic burdens.

The City was incorporated as a general-law city in 1959 and operates under the Council/Manager form of government. The five (5) members of the City Council are elected at large by the residents and serve as the legislative policy making body. The City Council has an appointed five (5) member Planning Commission.

City Hall hours of operation are 7:30 am to 5:00 pm, Monday through Thursday, 8:00 am to 5:00 pm alternating Fridays.

B. Schedule

The schedule below outlines the tentative timeline for the RFP process. While the City will make every effort to follow this timeline, all dates are subject to change as needed to support the successful completion of the process.

SCHEDULE	
ITEM	**DATE**
RFP Issued	Wednesday, January 14, 2026
Deadline for Questions	Wednesday, January 28, 2026: 5:00 PM
Response to Questions	Wednesday, February 4, 2026: 5:00 PM
Proposals Submittal Deadline	Wednesday, February 11, 2026: 4:00 PM
Optional Interviews	Wednesday, February 25, 2026
Council Review and Approval	Monday, March 9, 2026
Approximate Notice to Proceed Date	Wednesday, April 1, 2026

C. Main Contact

Please direct any questions or concerns to:

Paul Bollier, Community Development Director
Community Development Department
City of Artesia
18747 Clarkdale Avenue
Artesia, CA 90701
Phone: (562) 865-6262 Ext. 227
pbollier@cityofartesia.us

D. Addendum

The City may modify, clarify, or interpret the RFP by issuing an Addendum. Addendums to the RFP will be published and distributed through the City's website. All addenda shall become a part of the RFP document requiring acknowledgment by the proposer.

II. PROJECT OVERVIEW

The City's Department of Community Development is responsible for overseeing land use and development activities, including planning, zoning, building and safety, code enforcement, and parking enforcement. It is the responsibility of the Department to ensure compliance with the City's Municipal Code and Building Code standards and effectively promote a high-quality and aesthetically-pleasing built environment. The City's Building & Safety team operates as a function of the Department of Community Development. Building & Safety handles all aspects related to plan check, permit issuance, building and safety inspections, and issuance of Certificates of Occupancy/building final, in addition to serving as the City's Building Official.

The City's Building & Safety team works closely with the City's in-house planning team to ensure projects not only comply with California/Los Angeles County Building Codes, but also Artesia development standards within the Artesia Municipal Code.

The Building & Safety team is to be comprised of one building official, one plan check reviewer, and one building inspector. The City will provide an on-site Building and Safety Permit Technician. The scope of work shall include virtual, on-site, and off-site as needed, but is not limited to, the following:

- One (1) Building Official
- One (1) Plan Checker
- One (1) Building and Safety Inspector
- One (1) Building and Safety Inspector (After Hours)

The City accepts, reviews, and approves plans and permits electronically utilizing OpenGov as its permitting software. The selected Consultant will be required to provide their own equipment to utilize the City's OpenGov software platform in coordination with the plan check review and inspection process. The selected Consultant will be expected to sustain or improve turnaround times and service responsiveness under this workload, while maintaining clear, customer-focused communication with residents, applicants, and stakeholders.

Additionally, pursuant to Senate Bill 379, the City currently utilizes OpenGov as an online permitting platform for eligible express solar permits for the City of Artesia. The City maintains a consistent level of service delivery, which will also be expected from the selected Consultant.

In-person Building & Safety services are available to the public during normal business hours, Monday through Thursday from 7:30 a.m. to 12:00 p.m., and Friday 8:00 a.m. to 12:00 p.m., City Hall is closed alternating Fridays.

E. Building Permit Activity

The City of Artesia continues to experience growth of permit and plan submittals for its residential, commercial, and industrial uses. Approximately 80% of all projects are residential projects, and the other 20% are commercial/industrial projects. The table below provides an overview of permits issued and finaled over the past three (3) years.

	FY 21/22	FY 22/23	FY 23/24
Permits Issued	565	599	703
Permits Finaled	491	436	587

A majority of residential projects include interior and exterior remodels, room additions, accessory dwelling units, and other minor residential improvements. These types of permits represent a significant portion of the department's workload and requires consistent attention to detail, timely plan reviews, and clear communication with homeowners and contractors. The City also works with developers for the development of new residential housing developments, which, at the appropriate time, would be subject to review by the Consultant Building & Safety team.

Additionally, the City continues to work with developers to upgrade and improve existing commercial centers and industrial properties. Artesia is a unique community with a vibrant business environment unlike any other in the region. It is a city with both a bustling downtown and a small-town feel, and one with an extraordinary level of cultural diversity. Artesia's regional profile is growing, as Downtown Artesia's many dining, shopping, and entertainment destinations and events like the International Street Fair and Diversity Festival bring visitors to Artesia. Centrally located and affordable, Artesia offers business locations and housing options to meet all needs. The LA Metro Southeast Gateway Line expansion will further grow Artesia's profile as a regional hub and a prominent location in which businesses can thrive.

The City of Artesia has an award-winning reputation for being business-friendly and responsive to business and resident needs. Artesia's City Council has shown its commitment to building a vibrant business community through numerous incentive and recognition programs, and staff work continuously to make Artesia an easy place to start and grow a business.

F. Customer Service

The City of Artesia maintains high standards for customer service, while ensuring accuracy and adherence to code regulations. It is the City's expectation that customers be provided with in-person assistance during regular business hours, and all phone calls and emails be provided with a response within twenty-four (24) hours. All Building & Safety staff are expected to provide professional and courteous communications to the public, with customer service being a priority when assisting the community.

III. SCOPE OF WORK

The ideal consultant team will provide highly qualified Building & Safety professionals that are

committed to delivering efficient, accurate and timely plan check and counter services as needed to meet the City's needs; have previous experience working for municipalities in commercial, residential and industrial services; are customer service oriented; have sufficient on-going training to perform their assigned duties; and have experience successfully managing multiple tasks, assignments and responsibilities. The scope of work shall include, but is not limited to, the following:

G. Building Official

The selected consultant shall provide one (1) Certified Building Official, as needed who oversees the contracted Building & Safety staff, and serves as a representative of the City for Building & Safety matters. The Building Official shall enforce all applicable building codes, oversee permit issuance and inspections, and ensure safe and compliant development within the City. Additionally, the Building Official shall demonstrate the ability to provide a high level of Building & Safety expertise and services including, but not limited to:

- Functioning as the City's Building Official, as set forth in the California Building Code, in City-adopted building codes and ordinances, and as specified in Federal and State law;

- Issue Certificates of Use and Occupancy for buildings and structures;

- In coordination with the Community Development Director or his/her designee, manage, oversee, and coordinate building permit and plan check, building inspection, building counter, and building code enforcement services, so that they function as one Building & Safety organization;

- Maintain, amend, and develop ordinance and regulations necessary to implement and enforce the latest editions of the California/Los Angeles County Building Codes, including any and all related codes, or other uniform safety codes, laws, or regulations as adopted or amended by the City, deemed necessary to protect the health, safety, and welfare of the public;

- Performs plan checks;

- Make determinations on the approval and use of alternative materials and methods of construction;

- Performs after-hours services, including inspections, upon request by an applicant or for public safety Building & Safety matters;

- Prepare Planning Commission and/or City Council reports and recommendations related to Building & Safety matters, and attend Planning Commission and/or City Council meetings, as needed;

- Assist with complex inspections;
- Enforce inspection procedures and outline construction methods as required, and assist in the resolution of conflicts between building inspectors and contractors on controversial construction matters;
- Prepare Building & Safety code violation cases for submittal to the City Attorney office, when prosecution is necessary regarding code compliance;
- Make final interpretations concerning the application of Building & Safety codes;
- Monitor the collection of plan check, inspection, and permit fees and other Building & Safety activity level indicators, submit monthly activity reports to the City, and notify the City of any necessary staffing changes to maintain performance standards;
- Perform administrative Building & Safety related duties, including developing and implementing office policies and procedures and assuring that files and plans are secured, organized, and kept up to date;
- Meet with developers, homeowners, business owners, architects, engineers, and the general public at City Hall or in the field, as needed, to resolve grievances and/or respond to questions and ensure timely project processing in compliance with Federal, State, and City laws and ordinances;
- Respond to public inquiries pertaining to Building & Safety matters;
- Ensure all consultant Building & Safety activity is entered into the City's OpenGov permit tracking system in an accurate, complete, and timely manner; and
- Assist with annual budget preparation, as requested.

The Consultant shall provide one (1) Certified Building Official who will be available at the City of Artesia Building & Safety front counter and/or virtually as needed Monday through Thursday from 7:30 a.m. to 5:00 p.m., and Friday 8:00a.m. – 5:00 p.m., City Hall is closed alternating Friday, except City-designated holidays. The Building Official shall be available to the City's Executive Management Team and/or other designated staff members outside of business hours as needed.

H. Plan Checker

The selected Consultant shall provide one in-house and/or virtually dedicated plan checker as needed for residential, commercial, industrial, city facilities and public agency sponsored projects. The plan checker shall:

- ICC Certified Plan Checker to perform plan checks for residential, commercial, industrial and City Facilities.

- Perform architectural, structural, fire, accessibility, plumbing, mechanical, and electrical plan, grading, drainage, water quality management, LID, and fire plan check review for buildings and structures for compliance with applicable Federal and State laws, Building & Safety codes, Fire Code, City ordinances, and acceptable engineering practices;

- Confirm building use, occupancy, and type of construction, and review construction of buildings and structures to determine satisfaction of safety requirements;

- Check for compliance with applicable codes adopted by the City, including but not limited to: Uniform Housing Code, California Building, Mechanical, Plumbing, and Electrical Codes, Fire Code, Uniform Solar Energy Code, State Water Board Requirements and any applicable adopted local amendment, State of California codes, or regulations;

- Review and approve building/structural revisions to plans required during construction;

- Provide guidance and assistance with any other agency approvals required including but not limited to County of Los Angeles Fire, Sanitation District, Environmental Health, etc.;

- Provide assistance to the public regarding technical questions, including inquiries regarding Building & Safety code and regulations;

- Calculate building permit and plan check fees, if requested;

- Coordinate building permit requirements and interface with City Department and other agencies;

- Provide expedited plan check when requested by the City;

- Provide entitlement review and establish conditions of approval for grading, engineering planning plan check review;
- Create a standard plan check for the City, to ensure consistency in plan review;

- Stamp and sign off plans, if reviewed plans meet all such requirements, and all changes/corrections have been addressed.

The selected Consultant shall provide one (1) Certified Plan Checker at the Building & Safety front counter two (2) days a week, if additional days are required it will be at the discretion of the City Monday through Thursday from 7:30 a.m. to 5:00 p.m., and Friday 7:30 a.m. – 5:00 p.m., City Hall is closed alternating Friday, except City-designated holidays.

I. Inspector

The selected Consultant shall provide one (1) fully trained and certified Building & Safety inspectors for the City of Artesia. Inspector services shall include:

- Building inspection services for all construction regulated by all applicable Federal, State and City Building & Safety code/ordinances, and National Pollution Discharge and Elimination System Permit (NPDES) requirements, when applicable;

- Review plans for building construction, plumbing, electrical and mechanical details prior to performing inspections;

- Inspect building and structures, for which building permits have been issued, for compliance with the approved plans and applicable codes and ordinances

- Initiate soil tests where evidence indicates soil instability;

- Inspect for compliance with conditions of approval set forth by the City's Community Development Department;

- Coordinate with various City and County agencies and departments, including but not limited to Los Angeles County Fire Department, Environmental Health Department of the County of Los Angeles, and other governmental agencies providing services and/or having jurisdictions over any aspects of a development project in order to obtain compliance with the above Building & Safety code regulations;

- Enforce conditions of approval associated with discretionary permits regarding Building & Safety regulations, as approved by the City;

- Issue notice(s) of violation when violation(s) of the above referenced codes and regulations occur and notify Code Enforcement;
- At the Consultant's sole expense, provide all vehicles, fuel, maintenance, and other equipment necessary for field personnel to carry out building permit inspections and all required duties;

- Provide special inspections by qualified inspectors and conduct investigations as directed by the City, including field and office research and the preparation of letters and/or documents;

- Prepare daily inspection schedule;

- Input daily inspection information and notice of violations into the City's OpenGov software platform permit tracking system; and

- Provide inspection, investigation, and enforcement for violations to all the above-

referenced Building & Safety codes and regulations, as well as other adopted City ordinances, which relate to Building & Safety issues.

The selected consultant shall provide one (1) in-house Certified Inspector three (3) to four (4) days per week as needed at the discretion of the City Monday through Thursday from 7:30 a.m. to 5:00 p.m., and Friday 7:30 a.m. – 5:00 p.m., City Hall is closed alternating Friday, except City-designated holidays. In special circumstances, after-hours and/or weekend inspections may be required. An inspector shall be available to the City's Executive Management Team and/or other designated staff members outside of regular business hours as needed.

J. Inspector (After Hours)

The selected Consultant shall provide one (1) fully trained and Certified Inspector (after hours) as needed for the City of Artesia as special circumstances dictate to address public safety related Building & Safety matters. The Building Official shall serve as the liaison to City staff for these emergency matters.

K. Solar Permitting

Senate Bill 379 (SB 379) requires an online permit platform that can verify code compliance and issue express solar permits in real-time for eligible residential solar energy systems. The selected consultant will be required to use OpenGov and review all eligible residential solar permits.

L. Plan Check Review Times

The selected Consultant should describe what process is used to ensure that turnaround times are consistently met, and accuracy of work is verified. The proposal should include the following table as part of the proposal:

Project Type		Standard Turnaround Time in Business Days	Expedited Turnaround Time in Business Days
Single-Family Residential			
	New Construction		
	Addition		
	Remodel		
	Second Unit/ADU		
Multi-Family Residential			
	New Construction		
	Addition		
	Remodel		
Commercial/Industrial			
	New Construction		
	Addition		
	Tenant Improvement		

Expedited plan check requests shall be completed upon the request of City management staff.

Additionally, it should be noted that there is extensive coordination between the Cities' Planning team and Building & Safety team. Often, plan check corrections will trigger a new review by the Planning team, and subsequent review by Building & Safety.

M. Staff Position and Rates

For an actual service compensation system, a copy of the firm's current hourly rate schedule shall be provided, which reflects the fully loaded total hourly cost for each related consultant position.

Hourly rates should include, but not be limited to the following consulting services roles:

Position	Hourly Rate
Building Official	
Deputy Official	
Plan Checker	
CASp Inspector	
Building Inspector	

N. Rate and Services Structure for Sub-Consultant(s)

Identify all subcontractors, position and hourly rates that may be considered for this proposal:

Sub-consultant(s)	Position	Hourly Rate

IV. EVALUATION AND SELECTION

Proposals will be evaluated on the basis of the response to all provisions of this RFP. Since this solicitation is an RFP as opposed to a Bid, pricing alone will not constitute the entire selection criteria. The City may use some or all of the following criteria and corresponding percentages in its evaluation and comparison of proposals submitted. The criteria below are not necessarily an all-inclusive list. The City reserves the right to modify the evaluation criteria and points as deemed appropriate prior to the commencement of evaluation.

PROPOSAL EVALUATION CRITERIA	
EVALUATION CRITERIA	**POINTS**
Proposal Submission: • Quality of the proposal • Adherence to the requirements	20

Qualifications: • Expertise of the fields necessary to execute the proposal • Recent relevant experience of team members • Professional qualifications and education of team members	25
Project and Implementation Plan: • Methodology for project approach • Resources, capability, and commitment to complete all tasks	25
Cost	30
Total Points	**100**

The City reserves the right to reject any or all proposals, to request additional information concerning any proposal for purposes of clarification, to accept or negotiate any modification to any proposal following the deadline for receipt of all proposals, and to waive any irregularities if such would serve the best interests of the City as determined by the City. The City may cancel this solicitation at any time. All proposals shall comply with current federal, state, and other laws relative thereto. The City is not liable for any costs incurred by the Proposer before entering into a formal contract. Costs for developing the proposal or any other such expenses incurred by the Proposer in responding to the RFP, are entirely the responsibility of the Proposer, and shall not be reimbursed in any manner by the City. The City reserves the right to give preference to local vendors when evaluating proposals.

Submission of a proposal indicates acceptance by the consultant of the conditions contained in this Request for Proposal and attached agreement unless clearly and specifically noted in the proposal submitted and confirmed in the agreement between the City and the consultant selected.

V. PROPOSAL REQUIREMENTS

The City of Artesia does not require a specific format for proposals. Consultants are encouraged to use a format that best represents their firm's qualifications and style. Creativity is welcome; however, proposals must clearly address and confirm all requirements outlined in this Request for Proposals (RFP). Proposals should be clear, concise, and fully responsive.

The proposal submitted for this project must follow the outline described below and must address all requested information. Total number of pages of the proposal shall not exceed 30:

1. Title Page

2. Table of Contents

3. Cover Letter

   The Cover Letter shall be a maximum of 1-page and addressed to Paul Bollier, Community Development Director, and at minimum, must contain the

following:

a) Identification of consultant, including name, address, and telephone number.

b) Name, title, address, and telephone number of contact person during period of proposal evaluation.

c) Statement to the effect that the proposal shall remain valid for a period of not less than 120 calendar days from the date of submittal.

d) Signature of a person authorized to bind the consultant to the terms of the proposal.

e) California Secretary of State business entity number.

f) If a corporation, the resolution illustrating who can sign contracts.

4. Introduction/Approach

In a brief narrative, describe the proposed solution by setting forth the overall approach and plans to meet the requirements of the RFP. The intent of this narrative is to convey to the City that the consultant understands the objective of the requested service, the nature of the work, and the level of effort necessary to successfully provide the defined services. The narrative must stipulate how the consultant's approach and plans to provide the services are appropriate to the tasks involved.

Provide general information about the consultant, including size of the organization, location of offices, years in business, organizational chart, state of incorporation, names of owners and principal parties, and a statement of qualifications for performing the requested services. Include a statement indicating what differentiates your firm from others.

5. Experience

Provide a maximum 3-page background of the vendor's qualifications and prior experience in providing the requested services. This section must include specific and detailed descriptions of similar projects performed, project results, client name and year completed.

6. Project Overview

Provide a narrative description of the project based on the scope of services presented in the RFP along with a detailed work plan. Include any issues that you believe will require special consideration for this project. Also identify any unique approaches or strengths you may have related to this project.

7. Detailed Work Plan

Respond to all requirements defined in the scope of services. Include the steps needed to complete all tasks and any recommended additions to the list of tasks. Also, document assumptions used in development of the work tasks including assistance needed from City staff and required hardware and software. If any of the requirements cannot be supported, provide a recommendation for an alternative approach.

8. Project Team

   Maximum 2-page resume identifying the project team, including proposed sub-consultants, and provide brief resumes for key staff assigned. Identify the geographic locations of the vendor and key personnel. Any changes to key personnel during the project require City approval.

9. Quality Control

   Provide a maximum of 1-page detailed description and/or examples of the consultant's quality control procedures that ensures all work products delivered to the City (i.e., drafts and final versions) are of high-quality, accurate and have been thoroughly reviewed prior to delivery to the City.

10. Cost Proposal

    Provide a maximum 2-page detailed cost, all-inclusive maximum price, that includes all direct and indirect costs as well as out-of-pocket expenses. Also include a copy of the consultant's hourly rate schedule and a written statement that said hourly rate schedule is part of the consultant's quote for use in invoicing for progress payments and for extra work incurred that is not part of this RFP and a pricing schedule for all services being offered by the consultant.

11. References

    Provide a complete list of other local governmental entities in California utilizing your professional building and safety (B&S) services over the past five (5) years. Provide at least three (3) references, past and present, using the same service being proposed and indicate the scope of services, date, name, email address, and telephone number of the client contact.

12. Required Statements

    a) A written statement by the consultant that all federal laws and regulations shall be adhered to notwithstanding any state or local laws and regulations. In case of conflict between federal, state, or local laws or regulations, the strictest shall be adhered to.

    b) A written statement that the consultant will not discriminate illegally against any

employee or applicant for employment pursuant to applicable law.

c) A written statement that the consultant shall comply with the California Labor Code, pursuant to said regulations entitled: Federal Labor Standards provisions; Federal Prevailing Wage Decision; and State of California Prevailing Wage Rates, respectively.

d) A written statement that the consultant shall comply with the Copeland Anti-kickback Act (18 USC 874 C) and the implementation regulation (29 CFR 3) issued pursuant thereto, and any amendments thereof.

13. Agreement for Professional Services

The City has provided a copy of the Agreement for Professional Services. Please review this agreement and provide the City with a written statement of the consultant's willingness to accept the terms of the agreement. **Please identify each and every term of the agreement which the consultant is unwilling to accept and the reason therefore (Attachment 1).**

All proposals must be submitted by Wednesday, February 11, 2026, by 4:00 PM. Late submissions will not be accepted. Please email one (1) signed PDF copy of the proposal to:

Staff: Paul Bollier, Community Development Director
Email: pbollier@cityofartesia.us

VI. ADMINISTRATIVE ELEMENTS

1. The consultant shall assign a responsible representative and an alternate to perform the assigned tasks. Both staff members shall be identified in the proposal. The consultant's representative will be responsible for all duties from contract negotiations through project completion. If the primary representative is unable to continue with the project, then the alternate representative will become the primary representative. Any other changes in responsible representative must be approved, in advance, by the City. The City will have the right to reject other proposed changes in personnel and may consider any other changes in responsible personnel a breach of contract.

2. The consultant shall provide all necessary personnel, instruments, equipment, and materials to perform the described services.

3. The City reserves the right to accept or reject any or all proposals or to waive any defects or irregularities in the proposals or selection process.

O. Insurance

Within three (3) business days of selection, the consultant must submit a valid Certificate of

Insurance in accordance with City requirements and maintain coverage throughout the contract term. The Consultant must maintain all applicable general liability, errors and omissions liability, workers' compensation insurance, and automobile liability as specified in the Professional Services Agreement included in the RFP **(Attachment 2).**

P. Business License

The successful consultant(s) and any sub-consultants are required to obtain a City of Artesia Business License prior to award of Contract, and to maintain the license for the entire term of the Agreement. The Business License is not a prerequisite for submission of a proposal.

Q. Subcontracting

The Proposer may utilize the services of specialty subconsultants on those parts of the work that, under normal contracting practices, are performed by specialty subconsultants. Unless a specific subconsultant is listed by Proposer, Proposer is representing to City that Proposer has all appropriate licenses, certifications, and registrations to perform the work hereunder.
After submission of his/her proposal, the Proposer shall not award work to any unlisted subconsultant(s) without prior written approval of the City. The Proposer shall be fully responsible to the City for the performance of his/her subconsultants and of persons either directly or indirectly employed by them. Nothing contained herein shall create any contractual relation between any subconsultant and the City.

R. Public Information

All materials received related to this RFP will become public information and be available for inspection after the award of contract. The City reserves the right to retain all proposals submitted, whether or not the proposal was selected or judged to be responsive. All submitted materials become the property of the City and may be used for lawful purposes.

The consultant must allow authorized federal, state, county, and City officials access to relevant books, payroll records, and documents for at least three (3) years following project completion.

S. Compliance

The consultant must comply with all applicable federal, state, and local laws, including California Labor Code prevailing wage requirements. The most stringent regulations will apply in the event of a conflict. The consultant shall not discriminate against any employee or applicant based on race, color, religion, sex, or national origin.

VII. ATTACHMENTS

ATTACHMENT 1 – CITYS STANDARD PROFESSIONAL SERVICE AGREEEMENT (PSA)

[MODEL NON-DESIGN PROFESSIONAL SERVICES - REMOVE THIS TITLE WHEN USED]

PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF ARTESIA AND [ENTITY NAME]

1. PARTIES AND DATE.

This Agreement is made and entered into this _____ day of _____, 20___, by and between the City of Artesia, a municipal corporation, organized under the laws of the State of California ("City") and **[***INSERT NAME OF COMPANY***]**, a **[***INSERT TYPE OF BUSINESS; I.E., CORPORATION (INCLUDE STATE OF INCORPORATION), LIMITED LIABILITY COMPANY, SOLE PROPRIETORSHIP, ETC.***],** with its principal place of business at **[***INSERT ADDRESS***]** ("Consultant"). City and Consultant are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Consultant.

Consultant desires to perform and assume responsibility for the provision of certain professional services required by the City on the terms and conditions set forth in this Agreement. Consultant represents that it is experienced in providing **[***INSERT TYPE***]** services to public clients, is licensed in the State of California, and is familiar with the plans of City.

2.2 Project.

City desires to engage Consultant to render such professional services for the **[***INSERT NAME OF PROJECT, AND CONTRACT NUMBER, IF APPLICABLE***]** project ("Project") as set forth in this Agreement.

3. TERMS.

3.1 Scope of Services and Term.

3.1.1 General Scope of Services. Consultant promises and agrees to furnish to the City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the professional **[***INSERT TYPE***]** consulting services necessary for the Project ("Services"). The Services are more particularly described in Exhibit "A" attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Agreement shall be from **[***INSERT DATE***]** to

SAMPLE

[*INSERT DATE***]**, unless earlier terminated as provided herein. The City shall have the unilateral option, at its sole discretion, to renew this Agreement automatically for no more than two (2) additional one-year terms.Consultant shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines. The Parties may, by mutual, written consent, extend the term of this Agreement if necessary to complete the Services.

3.2 Responsibilities of Consultant.

3.2.1 Independent Contractor; Control and Payment of Subordinates. The Services shall be performed by Consultant or under its supervision. Consultant will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. City retains Consultant on an independent contractor basis and not as an employee. Any personnel performing the Services on behalf of Consultant shall not be employees of City and shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Consultant shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

3.2.2 Schedule of Services. Consultant shall perform the Services in a prompt and timely manner and in accordance with the Schedule of Services set forth in Exhibit "B" attached hereto and incorporated herein by reference. Consultant represents that it has the professional and technical personnel required to perform the Services expeditiously. Upon request of City, Consultant shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.

3.2.3 Conformance to Applicable Requirements. All work prepared by Consultant shall be subject to the approval of City.

3.2.4 Substitution of Key Personnel. Consultant has represented to City that certain key personnel will perform and coordinate the Services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of City. In the event that City and Consultant cannot agree as to the substitution of key personnel, City shall be entitled to terminate this Agreement for cause. The key personnel for performance of this Agreement are as follows: **[***INSERT NAME AND TITLE***].**

3.2.5 City's Representative. The City hereby designates **[***INSERT NAME AND TITLE***]**, or his/her designee, to act as its representative in all matters pertaining to the administration and performance of this Agreement ("City's Representative"). City's Representative shall have the power to act on behalf of the City for review and approval of all products submitted by Consultant but not the authority to enlarge the Scope of Services or change the total compensation due to Consultant under this Agreement. The City Manager shall be authorized to act on City's behalf and to execute all necessary documents which enlarge the Scope of Services or change the Consultant's total compensation subject to the provisions contained in Section 3.3 of this Agreement. Consultant shall not accept direction or orders from any person other than the City Manager, City's Representative or his/her designee.

3.2.6 Consultant's Representative. Consultant hereby designates **[***INSERT NAME**

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AND TITLE*]**, or his/her designee, to act as its representative for the performance of this Agreement ("Consultant's Representative"). Consultant's Representative shall have full authority to represent and act on behalf of the Consultant for all purposes under this Agreement. The Consultant's Representative shall supervise and direct the Services, using his/her best skill and attention, and shall be responsible for all means, methods, techniques, sequences, and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

3.2.7 Coordination of Services. Consultant agrees to work closely with City staff in the performance of Services and shall be available to City's staff, consultants and other staff at all reasonable times.

3.2.8 Standard of Care; Performance of Employees. Consultant shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant warrants that all employees and subconsultants shall have sufficient skill and experience to perform the Services assigned to them. Consultant represents that it, its employees and subconsultants have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, and that such licenses and approvals shall be maintained throughout the term of this Agreement. Consultant shall perform, at its own cost and expense and without reimbursement from the City, any services necessary to correct errors or omissions which are caused by the Consultant's failure to comply with the standard of care provided for herein. Any employee of the Consultant or its sub-consultants who is determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to the City, shall be promptly removed from the Project by the Consultant and shall not be re-employed to perform any of the Services or to work on the Project.

3.2.9 Period of Performance. Consultant shall perform and complete all Services under this Agreement within the term set forth in Section 3.1.2 above ("Performance Time"). Consultant shall also perform the Services in strict accordance with any completion schedule or Project milestones described in Exhibits "A" or "B" attached hereto, or which may be separately agreed upon in writing by the City and Consultant ("Performance Milestones"). Consultant agrees that if the Services are not completed within the aforementioned Performance Time and/or pursuant to any such Performance Milestones developed pursuant to provisions of this Agreement, it is understood, acknowledged and agreed that the City will suffer damage.

3.2.10 Laws and Regulations; Employee/Labor Certification. Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Consultant shall be liable for all violations of such laws and regulations in connection with the Services and this Agreement. All violations of such laws and regulations shall be grounds for the City to terminate the Agreement for cause.

3.2.10.1 Employment Eligibility; Consultant. Consultant certifies that it fully complies with all requirements and restrictions of state and federal law respecting the employment of

SAMPLE

undocumented aliens, including, but not limited to, the Immigration Reform and Control Act of 1986, as may be amended from time to time and shall require all subconsultants and sub-subconsultants to comply with the same. Consultant certifies that it has not committed a violation of any such law within the five (5) years immediately preceding the date of execution of this Agreement, and shall not violate any such law at any time during the term of the Agreement.

3.2.10.2 Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subconsultant, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of City's Minority Business Enterprise program, Affirmative Action Plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.2.10.3 Air Quality. To the extent applicable, Consultant must fully comply with all applicable laws, rules and regulations in furnishing or using equipment and/or providing services, including, but not limited to, emissions limits and permitting requirements imposed by the South Coast Air Quality Management District (SCAQMD) and/or California Air Resources Board (CARB). Consultant shall indemnify City against any fines or penalties imposed by SCAQMD, CARB, or any other governmental or regulatory agency for violations of applicable laws, rules and/or regulations by Consultant, its subconsultants, or others for whom Consultant is responsible under its indemnity obligations provided for in this Agreement.

3.2.10.4 Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed.

3.2.11 Insurance. **[***CITY RISK MANAGER TO REVIEW PRIOR TO EACH USE***]**

3.2.11.1 Time for Compliance. Consultant shall not commence work under this Agreement until it has provided evidence satisfactory to the City that it has secured all insurance required under this section. In addition, Consultant shall not allow any subconsultant to commence work on any subcontract until it has provided evidence satisfactory to the City that the subconsultant has secured all insurance required under this section. Failure to provide and maintain all required insurance shall be grounds for the City to terminate this Agreement for cause.

3.2.11.2 Types of Insurance Required. As a condition precedent to the effectiveness of this Agreement for work to be performed hereunder, and without limiting the indemnity provisions of the Agreement, the Consultant, in partial performance of its obligations under such Agreement, shall procure and maintain in full force and effect during the term of the Agreement the following policies of insurance. If the existing policies do not meet the insurance requirements set forth herein, Consultant agrees to amend, supplement or endorse the policies to do so.

SAMPLE

(A) Commercial General Liability: Commercial General Liability Insurance which affords coverage at least as broad as Insurance Services Office "occurrence" form CG 0001, or the exact equivalent, with limits of not less than $1,000,000 per occurrence and no less than $3,000,000 in the general aggregate. Defense costs shall be paid in addition to the limits. The policy shall contain no endorsements or provisions (1) limiting coverage for contractual liability; (2) excluding coverage for claims or suits by one insured against another (cross-liability); (3) products/completed operations liability; or (4) containing any other exclusion(s) contrary to the terms or purposes of this Agreement.

(B) Automobile Liability Insurance: Automobile Liability Insurance with coverage at least as broad as Insurance Services Office Form CA 0001 covering "Any Auto" (Symbol 1), or the exact equivalent, covering bodily injury and property damage for all activities with limits of not less than $1,000,000 combined limit for each occurrence. **[***NOTE: If Consultant does not own any company vehicles or may not be able to purchase a Business Automobile Insurance Policy, the requirement may be satisfied by providing either of the following:** (1) a Personal Automobile Liability policy for the Consultant's own vehicle stipulating "Automobile Liability Insurance with a limit of not less than $1,000,000 each accident"; or (2) a non-owned auto endorsement to the Commercial General Liability policy if Consultant uses vehicles of others (e.g., vehicles of employees). **ALWAYS DELETE THIS SECTION IF NOT USED.***]**

(C) Workers' Compensation: Workers' Compensation Insurance, as required by the State of California and Employer's Liability Insurance with a limit of not less than $1,000,000 per accident for bodily injury and disease.

(D) Professional Liability (Errors & Omissions): **[***INCLUDE ONLY IF APPLICABLE; DELETE OTHERWISE***]**Professional Liability insurance or Errors & Omissions insurance appropriate to Consultant's profession with limits of not less than $1,000,000. Covered professional services shall specifically include all work to be performed under the Agreement and delete any exclusions that may potentially affect the work to be performed (for example, any exclusions relating to lead, asbestos, pollution, testing, underground storage tanks, laboratory analysis, soil work, etc.). If coverage is written on a claims-made basis, the retroactive date shall precede the effective date of the initial Agreement and continuous coverage will be maintained or an extended reporting period will be exercised for a period of at least five (5) years from termination or expiration of this Agreement.

3.2.11.3 Insurance Endorsements. Required insurance policies shall contain the following provisions, or Consultant shall provide endorsements on forms approved by the City to add the following provisions to the insurance policies:

(A) Commercial General Liability: (1) Additional Insured: The City, its officials, officers, employees, agents, and volunteers shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Agreement. Additional Insured Endorsements shall not (1) be restricted to "ongoing operations"; (2) exclude "contractual liability"; (3) restrict coverage to "sole" liability of Consultant; or (4) contain any other exclusions contrary to the terms or purposes of this Agreement. For all policies of Commercial General Liability insurance, Consultant shall provide endorsements in the form of ISO CG 20 10 10 01 and 20 37 10 01 (or endorsements providing the exact same coverage) to effectuate this requirement. (2) Cancellation: Required insurance

SAMPLE

policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(B) Automobile Liability. (1) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(C) Professional Liability (Errors & Omissions): **[***INCLUDE ONLY IF APPLICABLE; DELETE OTHERWISE***]**(1) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium. (2) Contractual Liability Exclusion Deleted: This insurance shall include contractual liability applicable to this Agreement. The policy must "pay on behalf of" the insured and include a provision establishing the insurer's duty to defend.

(D) Workers' Compensation: (1) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium. (2) Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the City, its officials, officers, employees, agents, and volunteers.

3.2.11.4 Primary and Non-Contributing Insurance. All policies of Commercial General Liability and Automobile Liability insurance shall be primary and any other insurance, deductible, or self-insurance maintained by the City, its officials, officers, employees, agents, or volunteers shall not contribute with this primary insurance. Policies shall contain or be endorsed to contain such provisions.

3.2.11.5 Waiver of Subrogation. All required insurance coverages, except for the professional liability coverage, shall contain or be endorsed to waiver of subrogation in favor of the City, its officials, officers, employees, agents, and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Consultant hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

3.2.11.6 Deductibles and Self-Insured Retentions. Any deductible or self-insured retention must be approved in writing by the City and shall protect the City, its officials, officers, employees, agents, and volunteers in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

3.2.11.7 Evidence of Insurance. The Consultant, concurrently with the execution of the Agreement, and as a condition precedent to the effectiveness thereof, shall deliver either certified copies of the required policies, or original certificates on forms approved by the City, together with all endorsements affecting each policy. Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for approval. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15 days) prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or reduced and not replaced immediately so as to avoid

SAMPLE

a lapse in the required coverage, Consultant shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

3.2.11.8 Acceptability of Insurers. Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and authorized to transact business of insurance in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

3.2.11.9 Enforcement of Agreement Provisions (non estoppel). Consultant acknowledges and agrees that actual or alleged failure on the part of the City to inform Consultant of non-compliance with any requirement imposes no additional obligation on the City nor does it waive any rights hereunder.

3.2.11.10 Requirements Not Limiting. Requirement of specific coverage or minimum limits contained in this Section are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance.

3.2.11.11 Additional Insurance Provisions

(A) The foregoing requirements as to the types and limits of insurance coverage to be maintained by Consultant, and any approval of said insurance by the City, is not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by the Consultant pursuant to this Agreement, including but not limited to, the provisions concerning indemnification.

(B) If at any time during the life of the Agreement, any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Consultant or City will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, City may cancel this Agreement.

(C) The City may require the Consultant to provide complete copies of all insurance policies in effect for the duration of the Project.

(D) Neither the City nor any of its officials, officers, employees, agents or volunteers shall be personally responsible for any liability arising under or by virtue of this Agreement.

(E) The limits set forth herein shall apply separately to each insured against whom claims are made or suits are brought, except with respect to the limits of liability. Further the limits set forth herein shall not be construed to relieve the Consultant from liability in excess of such coverage, nor shall it limit the Consultant's indemnification obligations to the City and shall not preclude the City from taking such other actions available to the City under other provisions of the Agreement or law.

SAMPLE

(F) Consultant shall report to the City, in addition to Consultant's insurer, any and all insurance claims submitted by Consultant in connection with the Services under this Agreement.

3.2.11.12 Insurance for Subconsultants. Consultant shall include all subconsultants engaged in any work for Consultant relating to this Agreement as additional insureds under the Consultant's policies, or the Consultant shall be responsible for causing subconsultants to purchase the appropriate insurance in compliance with the terms of these Insurance Requirements, including adding the City, its officials, officers, employees, agents, and volunteers as additional insureds to the subconsultant's policies. All policies of Commercial General Liability insurance provided by Consultant's subconsultants performing work relating to this Agreement shall be endorsed to name the City, its officials, officers, employees, agents and volunteers as additional insureds using endorsement form ISO CG 20 38 04 13 or an endorsement providing equivalent coverage. Consultant shall not allow any subconsultant to commence work on any subcontract relating to this Agreement until it has received satisfactory evidence of subconsultant's compliance with all insurance requirements under this Agreement, to the extent applicable. The Consultant shall provide satisfactory evidence of compliance with this section upon request of the City.

3.2.12 Water Quality Management and Compliance. Consultant shall keep itself and all subcontractors, staff, and employees fully informed of and in compliance with all local, state and federal laws, rules and regulations that may impact, or be implicated by the performance of the Services including, without limitation, all applicable provisions of the City's ordinances regulating water quality and storm water; the Federal Water Pollution Control Act (33 U.S.C. § 1251, *et seq.*); the California Porter-Cologne Water Quality Control Act (Water Code § 13000 *et seq.*); and any and all regulations, policies, or permits issued pursuant to any such authority. Consultant must additionally comply with the lawful requirements of the City, and any other municipality, drainage district, or other local agency with jurisdiction over the location where the Services are to be conducted, regulating water quality and storm water discharges. City may seek damages from Consultant for delay in completing the Services caused by Consultant's failure to comply with the laws, regulations and policies described in this Section, or any other relevant water quality law, regulation, or policy.

3.3 Fees and Payments.

3.3.1 Compensation. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "C" attached hereto and incorporated herein by reference. The total compensation shall not exceed **[***INSERT AMOUNT WRITTEN OUT***]** ($**[***INSERT NUMBER***]**) without written approval of the City Council or City Manager as applicable. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement. The City Manager will have authority to approve Extra Work within 10% of the total compensation.

3.3.2 Payment of Compensation. Consultant shall submit to City a monthly invoice, no later than the fifteenth (15th) calendar day of each month, which indicates work completed and hours of Services rendered by Consultant during the prior month. The invoice shall describe the amount of Services provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the invoice. City shall, within 30 days of receiving such

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invoice, review the invoice and pay all non-disputed and approved charges. If the City disputes any of Consultant's fees, the City shall give written notice to Consultant within thirty (30) days of receipt of an invoice of any disputed fees set forth therein. Payment shall not constitute acceptance of any Services completed by Consultant. The making of final payment shall not constitute a waiver of any claims by the City for any reason whatsoever.

3.3.3 Reimbursement for Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing by City, or included in Exhibit "C" of this Agreement.

3.3.4 Extra Work. At any time during the term of this Agreement, City may request that Consultant perform Extra Work. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the Project, but which the Parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without written authorization from the City.

3.3.5 Rate Increases. In the event that this Agreement is renewed pursuant to Section 3.1.2, the rate set forth in Exhibit “C” may be adjusted at the time of renewal as set forth in Exhibit “C.”

3.4 Labor Code Requirements.

3.4.1 Prevailing Wages. Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is $1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws. City shall provide Consultant with a copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement. Consultant shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Consultant's principal place of business and at the project site. It is the intent of the parties to effectuate the requirements of sections 1771, 1774, 1775, 1776, 1777.5, 1813, and 1815 of the Labor Code within this Agreement, and Consultant shall therefore comply with such Labor Code sections to the fullest extent required by law. Consultant shall defend, indemnify and hold the City, its officials, officers, employees, agents, and volunteers free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

3.4.2 Registration/DIR Compliance. If the Services are being performed on a public works project of over $25,000 when the project is for construction, alteration, demolition, installation, or repair work, or a public works project of over $15,000 when the project is for maintenance work, in addition to the foregoing, then pursuant to Labor Code sections 1725.5 and 1771.1, the Consultant and all subconsultants must be registered with the Department of Industrial Relations (“DIR”). Consultant shall maintain registration for the duration of the project and require the same of any subconsultants. This project may also be subject to compliance monitoring and enforcement by the DIR. It shall be Consultant’s sole responsibility to comply with all applicable registration and labor compliance requirements, including the submission of payroll records directly to the DIR. Any stop orders issued by

SAMPLE

the DIR against Consultant or any subconsultant that affect Consultant's performance of services, including any delay, shall be Consultant's sole responsibility. Any delay arising out of or resulting from such stop orders shall be considered Consultant caused delay and shall not be compensable by the City. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claim or liability arising out of stop orders issued by the DIR against Consultant or any subconsultant.

3.4.3 Labor Certification. By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.5 Accounting Records.

3.5.1 Maintenance and Inspection. Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of City during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

3.6 General Provisions.

3.6.1 Termination of Agreement.

3.6.1.1 Grounds for Termination. City may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Consultant shall be compensated only for those services which have been adequately rendered to City, and Consultant shall be entitled to no further compensation. Consultant may not terminate this Agreement except for cause.

3.6.1.2 Effect of Termination. If this Agreement is terminated as provided herein, City may require Consultant to provide all finished or unfinished Documents and Data and other information of any kind prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such document and other information within fifteen (15) days of the request.

3.6.1.3 Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, City may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.6.2 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective

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parties may provide in writing for this purpose:

Consultant: **[INSERT BUSINESS NAME]**
[INSERT STREET ADDRESS]
[INSERT CITY STATE ZIP]
ATTN: **[INSERT NAME AND TITLE]**

City: City of Artesia
18747 Clarkdale Avenue
Artesia, California 90701
ATTN: **[INSERT NAME AND TITLE]**

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.6.3 Ownership of Materials and Confidentiality.

3.6.3.1 Documents & Data; Licensing of Intellectual Property. This Agreement creates a non-exclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Consultant under this Agreement ("Documents & Data"). All Documents & Data shall be and remain the property of City, and shall not be used in whole or in substantial part by Consultant on other projects without the City's express written permission. Within thirty (30) days following the completion, suspension, abandonment or termination of this Agreement, Consultant shall provide to City reproducible copies of all Documents & Data, in a form and amount required by City. City reserves the right to select the method of document reproduction and to establish where the reproduction will be accomplished. The reproduction expense shall be borne by City at the actual cost of duplication. In the event of a dispute regarding the amount of compensation to which the Consultant is entitled under the termination provisions of this Agreement, Consultant shall provide all Documents & Data to City upon payment of the undisputed amount. Consultant shall have no right to retain or fail to provide to City any such documents pending resolution of the dispute. In addition, Consultant shall retain copies of all Documents & Data on file for a minimum of fifteen (15) years following completion of the Project, and shall make copies available to City upon the payment of actual reasonable duplication costs. Before destroying the Documents & Data following this retention period, Consultant shall make a reasonable effort to notify City and provide City with the opportunity to obtain the documents.

3.6.3.2 Subconsultants. Consultant shall require all subconsultants to agree in writing that City is granted a non-exclusive and perpetual license for any Documents & Data the subconsultant prepares under this Agreement. Consultant represents and warrants that Consultant has the legal right to license any and all Documents & Data. Consultant makes no such representation and

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warranty in regard to Documents & Data which were prepared by design professionals other than Consultant or its subconsultants, or those provided to Consultant by the City.

3.6.3.3 Right to Use. City shall not be limited in any way in its use or reuse of the Documents and Data or any part of them at any time for purposes of this Project or another project, provided that any such use not within the purposes intended by this Agreement or on a project other than this Project without employing the services of Consultant shall be at City's sole risk. If City uses or reuses the Documents & Data on any project other than this Project, it shall remove the Consultant's seal from the Documents & Data and indemnify and hold harmless Consultant and its officers, directors, agents and employees from claims arising out of the negligent use or re-use of the Documents & Data on such other project. Consultant shall be responsible and liable for its Documents & Data, pursuant to the terms of this Agreement, only with respect to the condition of the Documents & Data at the time they are provided to the City upon completion, suspension, abandonment or termination. Consultant shall not be responsible or liable for any revisions to the Documents & Data made by any party other than Consultant, a party for whom the Consultant is legally responsible or liable, or anyone approved by the Consultant.

3.6.3.4 Indemnification. Consultant shall defend, indemnify and hold the City, its directors, officials, officers, employees, volunteers and agents free and harmless, pursuant to the indemnification provisions of this Agreement, for any alleged infringement of any patent, copyright, trade secret, trade name, trademark, or any other proprietary right of any person or entity in consequence of the use on the Project by City of the Documents & Data, including any method, process, product, or concept specified or depicted.

3.6.3.5 Confidentiality. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents & Data either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant. Such materials shall not, without the prior written consent of City, be used by Consultant for any purposes other than the performance of the Services. Nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or the Project. Nothing furnished to Consultant which is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of City.

3.6.3.6 Confidential Information. The City shall refrain from releasing Consultant's proprietary information ("Proprietary Information") unless the City's legal counsel determines that the release of the Proprietary Information is required by the California Public Records Act or other applicable state or federal law, or order of a court of competent jurisdiction, in which case the City shall notify Consultant of its intention to release Proprietary Information. Consultant shall have five (5) working days after receipt of the Release Notice to give City written notice of Consultant's objection to the City's release of Proprietary Information. Consultant shall indemnify, defend and hold harmless the City, and its officers, directors, employees, and agents from and against all liability, loss, cost or expense (including attorney's fees) arising out of a legal action brought to compel the release of Proprietary Information. City shall not release the Proprietary Information after receipt of the Objection Notice unless either: (1) Consultant fails to fully indemnify, defend (with City's choice of legal counsel), and hold City harmless

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from any legal action brought to compel such release; and/or (2) a final and non-appealable order by a court of competent jurisdiction requires that City release such information.

3.6.4 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.6.5 Indemnification.

3.6.5.1 To the fullest extent permitted by law, Consultant shall defend (with counsel of City's choosing), indemnify and hold the City, its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's Services, the Project or this Agreement, including without limitation the payment of all damages, expert witness fees and attorney's fees and other related costs and expenses except such loss or damage caused by the sole negligence or willful misconduct of the City. Consultant's obligation to indemnify shall survive expiration or termination of this Agreement and shall not be restricted to insurance proceeds, if any, received by Consultant, the City, its officials, officers, employees, agents, or volunteers.

3.6.5.2 If Consultant's obligation to defend, indemnify, and/or hold harmless arises out of Consultant's performance as a "design professional" (as that term is defined under Civil Code section 2782.8), then, and only to the extent required by Civil Code section 2782.8, which is fully incorporated herein, Consultant's indemnification obligation shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, and, upon Consultant obtaining a final adjudication by a court of competent jurisdiction, Consultant's liability for such claim, including the cost to defend, shall not exceed the Consultant's proportionate percentage of fault.

3.6.6 Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements.

3.6.7 Governing Law; Government Code Claim Compliance. This Agreement shall be governed by the laws of the State of California. Venue shall be in Los Angeles County. In addition to any and all contract requirements pertaining to notices of and requests for compensation or payment for extra work, disputed work, claims and/or changed conditions, Consultant must comply with the claim procedures set forth in Government Code sections 900 et seq. prior to filing any lawsuit against the City. Such Government Code claims and any subsequent lawsuit based upon the Government Code claims shall be limited to those matters that remain unresolved after all procedures pertaining to extra work, disputed work, claims, and/or changed conditions have been followed by Consultant. If no such

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Government Code claim is submitted, or if any prerequisite contractual requirements are not otherwise satisfied as specified herein, Consultant shall be barred from bringing and maintaining a valid lawsuit against the City.

3.6.8 Attorney's Fees. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

3.6.9 Time of Essence. Time is of the essence for each and every provision of this Agreement.

3.6.10 City's Right to Employ Other Consultants. City reserves right to employ other consultants in connection with this Project.

3.6.11 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the parties.

3.6.12 Assignment; Subcontracting. Consultant shall not assign, sublet, or transfer this Agreement or any rights under or interest in this Agreement without the written consent of the City, which may be withheld for any reason. Any attempt to so assign or so transfer without such consent shall be void and without legal effect and shall constitute grounds for termination. Consultant shall not subcontract any portion of the Services required by this Agreement, except as expressly stated herein, without prior written approval of City. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

3.6.13 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Consultant include all personnel, employees, agents, and subconsultants of Consultant, except as otherwise specified in this Agreement. All references to City include its elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.

3.6.14 Amendment; Modification. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties. The City Manager shall have the authority to authorize changes to the Agreement that do not change the compensation of the Agreement.

3.6.15 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

SAMPLE

3.6.16 No Third-Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

3.6.17 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.6.18 Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Consultant further agrees to file, or shall cause its employees or subconsultants to file, a Statement of Economic Interest with the City's Filing Officer as required under state law in the performance of the Services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.6.19 Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.6.20 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

3.6.21 Survival. All rights and obligations hereunder that by their nature are to continue after any expiration or termination of this Agreement, including, but not limited to, the indemnification obligations, shall survive any such expiration or termination.

[SIGNATURES ON NEXT PAGE]

SAMPLE

SIGNATURE PAGE TO

PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN THE CITY OF ARTESIA AND [*INSERT NAME***]**

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

CITY OF ARTESIA

By: _____
[***INSERT NAME***]
[***INSERT TITLE***]

[*INSERT NAME OF CONSULTANT*]
[*INSERT NAME OF LEGAL ENTITY*]

By: _____
[***INSERT NAME***]
[***INSERT TITLE***]

Attest:

_____
City Clerk

Approved as to Form:

_____
Best Best & Krieger LLP
City Attorney

SAMPLE

EXHIBIT "A"
SCOPE OF SERVICES

[*INSERT SCOPE]**

SAMPLE

EXHIBIT "A-I"
FEDERALLY REQUIRED PROVISIONS FOR SERVICES

[INSERT FEDERALLY REQUIRED PROVISIONS TRIGGERED BY RECEIPT OF FEDERAL FUNDS FOR THE SERVICES; OTHERWISE ALWAYS DELETE ENTIRE EXHIBIT "A-I"]

SAMPLE

EXHIBIT "B"
SCHEDULE OF SERVICES

[INSERT SCHEDULE]

EXHIBIT "C"
COMPENSATION

[INSERT RATES & AUTHORIZED REIMBURSABLE EXPENSES]

[INSERT THE FOLLOWING PROVISION IF THE AGREEMENT WILL AUTOMATICALLY RENEW: In the event that this Agreement is renewed pursuant to Section 3.1.2, the rates set forth above may be increased or reduced each year at the time of renewal, but any increase shall not exceed the Consumer Price Index, All Urban Consumers, Los Angeles-Riverside-Orange Counties.**]**

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ARTESIA BUILDING AND SAFETY INSPECTION SERVICES RFP RESPONSE QUESTIONS

Date	Question	Response
12/16/26	I see no contract value on this RFP, it is for time and material.	Correct
1/21/26	I have regarding the Building Plan Check and Safety Inspection Services RFP. On page 16, the description for the "Project Team" is a little confusing. It's described as being a maximum 2-page resume while at the end of the sentence it states to include brief resumes for key staff. Is there a typo in that sentence? How many resumes are we allowed to have?	The meaning is to capture a maximum 2 page combined document identifying the proposed project team, sub consultants and key staff assigned to the Building and Safety Services staff positions, not a maximum 2 page document for each position.
1/26/26	We are looking to connect with prime contractors or prequalified firms who may be pursuing this RFQ.	The city will not share the name of potential firms submitting for this RFP at this time. During the response to question deadline of February 4, 2026, all recipients will have access to the response sheet. If any potential consultants wishing to submit a proposal and ask for your contact information to use your firm as a potential subconsultant, the city will share your contact information with any firm who requests it. Provide me an email confirmation authorizing the city to do so.The city will also be adding you to the list of recipients to receive this RFP, the city will email it on 1/27/26.
1/27/26	I was reaching out because I had a question regarding the page limit for RFP Building Plan Check and Safety Inspection Services. Are the title page, table of contents, and resumes included in the overall page count of 30?	Correct, total package not to exceed 30 pages.

Prepared By:
BPR Consulting Group
2930 Inland Empire Boulevard #116
Ontario, CA 91764

BPR
CONSULTING GROUP

Proposal to Provide
Building Plan Check and Safety Inspection Services

Prepared For:
City of Artesia
18747 Clarkdale Ave
Artesia, CA 90701

February 11, 2026

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COVER LETTER

February 11, 2026

Mr. Paul Bollier
Community Development Director
City of Artesia
18747 Clarkdale Ave.
Artesia, CA 90701

RE: Proposal to Provide Building Plan Check and Safety Inspection Services

Dear Mr. Bollier,

Thank you for the opportunity to present this proposal to provide staffing and management services for the City's Building Department and to present our experience providing these same services to nearby Southern California communities. We understand that the City of Artesia is looking to partner with a highly qualified firm with the depth of resources and qualified staff to provide the requested building safety services on an as-needed basis. As our proposal demonstrates, BPR has the knowledge, experience, and staffing resources needed to provide the requested **On-Call Building Official, Plan Check, and Building Inspection Services** immediately, and to support the City's Department of Community Development in an efficient and professional manner. We understand that the selected firm will provide all services under the direction of the Department of Community Development. Our proposed team is ready to assume building department services right away, while working with the present service provider to transition services in a seamless and methodical manner. Our proposal provides a detailed introduction to our firm and an overview of the services BPR Consulting Group (BPR) is proposing to provide on an on-call basis. BPR fully understands the scope of work as outlined in the RFP and is well-equipped to provide the City with the requested building department support services to support the City's goals of being business friendly and responsive to business and resident needs.

BPR CONSULTING GROUP
2930 Inland Empire Blvd. #116
Ontario, CA 91764

CONTACT:
Ron Beehler, SE, CBO
Principal
2930 Inland Empire Blvd. #116
Ontario, CA 91764
P: 916.204.3178

CALIFORNIA SECRETARY OF STATE BUSINESS ENTITY NO:
202118210521

Ron Beehler, SE, CBO will be the primary point of contact through the proposal and agreement process. As a partner of BPR Consulting Group, a limited liability company, Ron is authorized to bind the firm to all commitments made in our proposal. Our proposal remains firm for 120 days following the due date of this submittal, February 11, 2026.

Please feel free to contact me if you have any questions concerning our qualifications or the services we provide. I can be reached at rbeehler@bpr-grp.com or **916.204.3178**. Thank you for taking the time to review our qualifications. We look forward to the opportunity to contribute to and support the community spirit of the City of Artesia.

Sincerely,

Ron Beehler, SE, CBO
BPR CONSULTING GROUP
rbeehler@bpr-grp.com
cell: 916.204.3178

INTRODUCTION/APPROACH

FIRM INTRODUCTION

BPR Consulting Group was founded by a group of experienced veterans of the building safety industry with the sole focus of providing all aspects of building department services including thorough and efficient *building and fire plan check, building inspection, and building official* services on behalf of California communities. Our leadership team ***has worked together for nearly 22 years consecutively including five years as BPR, supporting building departments throughout California*** and collectively possesses ***more than 100 years of experience*** providing building safety services to cities, counties, state agencies and other municipal agencies throughout California and the Western United States. Our focus is to support California building departments in a professional manner by providing efficient, timely and professional building safety services for the communities we serve.

HEADQUARTERS:
BPR Consulting Group
P.O. Box 2404
Granite Bay, CA, 95746

STATE OF INCORPORATION:
California

SOUTHERN CALIFORNIA (LOCAL OFFICE):
2930 Inland Empire Blvd. #116
Ontario, CA 91764

NORTHERN CALIFORNIA OFFICE:
2130 Professional Dr. #150
Roseville, CA 95661

CENTRAL CALIFORNIA OFFICE:
1027 Central Place
Madera, CA 93637

OWNERS | PRINCIPALS:
Ron Beehler, SE, CBO
Roger Peterson, SE
Bill Rodgers, SE, ICC

Our talented staff of experienced building officials, ICC certified plans examiners, California licensed engineers and architects, OSHPD and CASp experts, and ICC certified building inspectors, have extensive experience providing the same building official, plan review, and building inspection services as those being requested by the City of Artesia. BPR's staff members presently provide on-call services for numerous public agencies throughout the State of California including the nearby Southern California communities of Maywood, Bell Gardens, El Monte, Gardena, Pomona, Ontario, Claremont, Rancho Cucamonga, Fontana, San Bernardino, Anaheim, Eastvale, Murrieta, Rosemead, Inglewood, Garden Grove, La Mesa and the Counties of Los Angeles and San Diego, to name a few.

BPR's staff of experienced building safety personnel provide high quality, thorough plan review, building inspection, building official and permit technician services for our clients and their permit applicants. Our qualified professionals, expertise, and experience will enable us to work seamlessly with the Building and Safety Division of the City of Atresia's Community Development Department in maintaining timely plan check, building inspection, building official, and permit technician services in a business friendly, customer focused manner. **Unlike the large national firms, BPR's services are focused on the delivery of high-quality building safety services tailored to your community's specific needs, with the goal of exceeding our clients' expectations by:**

- Providing all services in a **cost-effective** manner.
- Providing a **high level of customer service** for internal and external customers.

- Providing **qualified and experienced personnel** who have the ability to perform thorough plan reviews and inspect all aspects of projects and effectively identify, communicate and explain relevant code requirements to designers, contractors, and owner builders.
- Work **collaboratively** and **supportively** with other City departments.
- Balancing the need to ensure conformance to standards and regulations with the need for **predictability, uniformity, and efficiency**.
- **Adjusting staffing levels** to meet service demands.
- Providing services in a **timely** manner.

Our **Building Safety team of 115+ professionals** consists of the following: California Licensed Structural, Civil, Mechanical, Electrical, and Fire Protection Engineers; ICC Certified Building and Fire Plans Examiners and Certified Access Specialist (CASp) professionals, as well as ICC Certified Building Officials, Permit Technicians, and highly experienced administrative personnel.

Building department services that we provide to municipalities and agencies include:

- Building safety plan review services
- CASp plan review and inspection services
- Permit technician and support services
- Building department management services
- Building inspection services
- Building official services
- Fire prevention plan review and inspection services
- Civil plan review and inspection services
- Planning Services

UNDERSTANDING AND APPROACH

Per the RFP, we understand the building and safety team is to be comprised of one building official, one plan check reviewer and one building inspector, with the scope of work including virtual, on-site and off-site services as needed. We have selected an experienced and well-qualified team of building safety professionals to serve the City of Artesia. BPR maintains adequate staff with similar qualifications to our identified key staff who will be available to provide coverage during vacations or unanticipated absences. Our team selected to serve the City of Artesia will work closely with the City's in-house planning team to ensure projects comply with the California Building Codes, Los Angeles Building Codes, City of Artesia Municipal Code, City of Artesia development standards, and building related conditions of approval. We also understand that the City's goal of supplementing in-house building department staff is to minimize response time and enhance customer service. BPR's experienced and qualified staff selected to serve the City will utilize their knowledge and communication skills to promote the City's goals of being responsive to business and residents' needs and to promote a vibrant business community. Detailed information regarding key personnel is provided in the Project Team section.

ORGANIZATION CHART

The organization chart below illustrates the BPR team, and the key personnel selected to serve the City of Artesia, designated in bold text and with '**'. The balance of the staff shown below is available to support key personnel in the event of illness, vacation, excessive workload, or other unforeseen circumstances, and, along with all key personnel, are committed to providing the City of Artesia with quality, dependable service.

QUALIFICATIONS

PLAN REVIEW SERVICES

Our plans examiners have a thorough understanding of code requirements, are able to read, understand and interpret construction documents, topography and grading plans, energy calculations, geotechnical reports, structural calculations, electrical load calculations, commissioning reports, and other associated design documents. Our plans examination staff have the ability to prepare well-written plan review letters, communicate effectively orally and in writing and work effectively with City staff, project design teams, contractors and permit applicants. Our plans examiners possess knowledge of the most current state and local adopted building standards.

Architectural

BPR's non-structural plans examiners have provided plan review services for a vast array of projects including large residential, commercial, institutional, industrial, retail, and OSHPD 2, 3 and 5 medical office buildings. Many of our plans examiners are CASp certified. Completed plan review projects range from single-story residential projects to complex high-rise commercial buildings and numerous building additions and remodels. We are experienced and familiar with the use and application of the most current editions of the following model codes:

- California Building Standards Code (Title 24) Parts 1 through 6 and 9
- International Building Code (IBC)
- Americans with Disabilities Act Standards for Accessible Design
- ANSI Standards
- NFPA Codes & Standards
- CA Code of Regulations (CCR) Titles 19 and 25
- Jurisdiction-Adopted Amendments or Ordinances
- California Existing Building Code
- California Historical Building Code

Structural

Our structural engineers have extensive experience reviewing and designing building projects subjected to the significant seismic loads necessitated by the geographic location of the City of Artesia. Our structural engineers have reviewed all types of projects including residential, multi-family, commercial, and multi-story projects including mid-rise and high-rise projects, institutional projects, industrial projects, retail buildings, schools, medical office buildings and court facilities.

Our structural engineers have experience designing and reviewing projects constructed with all building materials including the following:

- Wood
- Reinforced Masonry
- Heavy Timber / Timber Frame / CLT
- Reinforced and Prestressed Concrete
- Stressed Skin Panels
- Structural Steel
- Light Gauge Steel Framing
- Straw Bale
- Rammed Earth
- Insulated Concrete Forms, (ICF)

Our engineers have designed or reviewed a wide array of structural lateral force resisting systems including:

- Structural steel moment frames
- Buckling-restrained braced frames
- Masonry shear wall systems
- Concrete shear wall systems

- Eccentric braced frames
- Concentric braced frames
- Concrete moment frames
- Wood shear wall systems
- Cantilevered column systems
- Pre-stressed and post-Tensioned Concrete
- Various proprietary lateral force resisting systems

Our structural engineers and inspectors are experienced with the provisions of most model codes including current versions of:

- CCR Title 24, Part 2, Volumes 2 & 2.5
- International Building Code (IBC)
- AISC 341, 358 and 360
- ASCE 7
- ASCE 41
- AISI Standards for Cold Formed Steel
- ANSI / AF&PA NDS for wood framing
- ACI 318
- ACI 530 / TMS 402/602
- California Historic Building Codes
- California Existing Building Codes
- NEHRP

Mechanical, Plumbing & Electrical

BPR's Mechanical and Electrical Engineers are well versed in the California Mechanical, Plumbing and Electrical Codes. We will review submitted design documents to ensure compliance to the current edition of the following codes:

- California Building Code
- California Residential Code
- California Plumbing Code
- California Mechanical Code
- California Electrical Code
- Jurisdiction-adopted amendments

Energy Compliance

Our engineers and plans examiners are up to date on all California Energy Code requirements as they relate to both new and remodel construction for all project types. Our staff have experience verifying California Energy Code requirements for projects located within all climate zones. The Energy Efficiency Standards for Residential and Non-Residential Buildings were established in 1978 in response to a legislative mandate to reduce California's energy consumption. These standards have been updated since that time to address a multitude of building components, systems and equipment with the goal of having new and updated buildings be more energy efficient, comfortable for building occupants, and less reliant of fossil fuels.

Green Building Standards

BPR's plans examination staff have a working knowledge of the proper incorporation of CALGreen building criteria into project designs and the resulting potential impact of these standards related to building code compliance and the environment. Our plans examiners will review project documents to verify compliance with adopted Green Building Code Standards as required by state law and local amendments and ordinances.

LEED

Developed by the US Green Building Council (USGBC), LEED provides building owners and operators a framework for identifying and implementing measurable green building design methodologies, construction, operations, and building maintenance. LEED certification consists of a variety of rating systems applicable to multiple building types including commercial as well as residential. Ratings reflect a measure of how well a building performs across many sustainability metrics including: energy savings, water efficiency, CO2 emissions reduction, indoor environmental quality, energy usage and the projects impact on the local environment.

Access Compliance & CASp Review

All BPR CASp-certified plan review and inspection professionals are knowledgeable of state and federal accessibility laws and regulations and possess the expertise necessary to promote access to facilities for persons with disabilities. Our staff are experts in the industry, maintaining appropriate certifications demonstrating their expertise, and are experienced providing services for building departments in a seamless manner balanced and in coordination with our client's expectations and needs. We work collaboratively with our clients to address accessibility plan review and inspection related issues as efficiently as possible.

Our plans examiners are fully trained and familiar with California Building Code Accessibility requirements and ADA compliance requirements and are available for plan review and/or inspection services. We offer support to municipalities for compliance enforcement and/or developing transition plans. We can assist our clients in researching and providing interpretations of various specific issues related to access compliance including access compliance obligation, transition plan development, construction costs and phasing, and regulation interpretations.

Flood Zones

BPR's staff of engineers and plans examiners have experience in providing plan reviews for projects located in FEMA designated flood zones and areas prone to flooding. BPR Consulting Group's staff has provided numerous plan reviews for projects located in flood zones using FEMA's Technical Bulletins as well as locally adopted ordinances. Additionally, members of our team have participated in state-sponsored committees to establish guideline and building code requirements for projects planned in areas designated as flood zones.

OSHPD 2, 3 & 5

BPR Consulting Group's staff of plans examiners and building inspectors have extensive experience providing plan review and inspection services for OSHPD 2, 3 and 5 projects. BPR staff members have sucessfully plan reviewed many OSHPD3 hemodyalisys centers, outpatient surgery centers, hyperbolic chamber wound care facilities, and acute psychiatric facilities. BPR maintains an OSHPD certified inspectors on staff specifically to provide inspection services for OSHPD 2, 3, and 5 projects during construction. Our staff is well versed with the

OSHPD 2, 3 and 5 requirements included in the California Building Code. Our inspection staff has recent experience providing inspection services for hemodialysis, outpatient surgery, hyperbolic chamber, medical clinics and acute psychiatric facilities.

Customer Service | Responsiveness

BPR's staff is always available and willing to discuss plan review issues for projects that we have reviewed with Building Division staff, applicants, designers and contractors via in-person or electronic meetings, telephone, or e-mail as required to resolve plan review related issues. We maintain Microsoft Teams, Zoom and GoToMeeting accounts to foster efficient communication with project proponents regardless of their physical location. Voice mails and e-mails will be responded to the same day they are received, if possible, always within 24 hours.

On-Site Consultant Services & Meeting Attendance

Our plan review staff is available for pre-construction or pre-design meetings, field visits, contacts with the design team, and support for field inspection personnel in person or virtually as needed. We utilize the efficiency afforded by the many electronic meeting platforms that have become available in recent years. We find electronic meeting platforms such as Microsoft Teams, Zoom, and others allow for efficient and constructive communication between parties located throughout the United States and are an efficient tool for resolution of challenging issues both during plan review and field inspections. Our staff is available to meet with the City, project applicants and their design teams either in person or via electronic platform to resolve plan review issues efficiently and collaboratively.

Electronic Document Review

BPR's staff are thoroughly experienced providing electronic plan review and will perform electronic plan reviews as requested by the City. Our plans examiners, inspectors, and permit technicians are adept at using the City's permitting software, OpenGov. BPR will comply with the City's established policies and procedures for electronic plan reviews. BPR also maintains an efficient cloud-based, electronic-document submittal system for receiving and sending large electronic document files.

Transporting Plans

For paper submittal documents, we will arrange for all pick-up and delivery of the plan review documents from your office at no additional cost. We utilize specific methods for project document pick-up and delivery with the goal of providing same-day service.

Communicating Plan Review Results

Plan review comments, when necessary, will be type-written and refer to specific details, drawing or supporting document, and reference applicable code sections. BPR will provide a clear, concise, and thorough plan review letter itemized by specific discipline such as life safety, accessibility, structural, plumbing, mechanical, etc., that can be utilized by clients, designers, contractors, and owners to understand the noted deficiencies and make necessary corrections to the project documents. At the completion of each plan review cycle, BPR Consulting Group will return a copy of the plan review comment list to the designated applicant and project representative. If requested, we will coordinate plan review re-checks directly with the designated project applicant. Upon completion of the plan review process, we will return completed plan review documents, in either hard copy or electronic format via OpenGov as needed, bearing BPR's plan review stamps and ready for final approval and permit issuance by the jurisdiction.

BUILDING INSPECTION SERVICES

BPR inspection staff will perform inspection services to verify that the work of construction is in conformance with the approved project construction documents as well as identifying issues of non-compliance with applicable building codes and conditions of approval. Our field inspection services will include inspection of all portions of projects including project sites as applicable. Our building inspectors will write legible and understandable correction notices and field reports, and will be available to answer in-person, emailed, or telephone inquiries. All inspection personnel assigned will be ICC and/or CASp certified as required.

We understand that many municipalities have amended code sections, policies and ordinances that impact the work that is inspected and shown on approved project plans. Our inspection staff will familiarize themselves with local requirements to ensure that the projects we are inspecting are compliant with local and current code requirements. Specifically, our inspectors will ensure compliance with the applicable provisions of the Title 24 California Building Standards Code, Parts 1 through 12, covering structural, fire prevention, life safety, disabled access, energy conservation, green building, plumbing, mechanical and electrical installations in residential, commercial, industrial, existing, and historical buildings.

BPR's ICC/CASp certified inspectors have performed building inspection services on a wide variety of construction projects including master planned developments, single-family production, custom homes, commercial, manufacturing, institutional, assembly, essential service, industrial projects, and historically designated buildings. When necessary for large or fast-paced projects, multiple inspectors can be made available. BPR's inspectors will inspect projects to verify conformance with approved project drawings and specifications which will include review of the permit documents to verify that onsite conditions are consistent with the approved documents for size, setbacks, heights and other applicable requirements. At the completion

of inspections, BPR's inspectors will update database information and complete necessary forms and documents as required to provide seamless service.

Inspector Qualifications & Certifications:. All BPR inspectors are ICC-certified, with many maintaining CASp certification. In addition, BPR employs OSHPD certified inspectors available for inspection of OSHPD designated facilities. Qualified inspectors having experience with inspection of new, existing and historical buildings/sites, building code enforcement, will be assigned as appropriate.

Inspection personnel will have the ability to read, understand and interpret construction plans, truss drawings and calculations, prepare and maintain accurate records and reports, communicate effectively orally and in writing and to work effectively with contractors, permit applicants, homeowners and agency staff. Inspectors will possess knowledge of approved and modern methods, materials, tools and safety used in building inspection and the most current building and fire standards. Our inspectors are familiar with most of the common scheduling and tracking systems utilized by building departments including OpenGov.

BUILDING OFFICIAL SERVICES

BPR staff have provided Building Official services for many California communities. Our Building Official staff possess experience and are knowledgeable of the laws and regulations associated with building department operations and will use this experience and knowledge to promote efficient services for your department. BPR provides full-time or part-time, on-site Building Official services as required. We also can provide on call, as needed, remote Building Official services and/or Building Official services directly in support of specific major development projects within your community. Our Building Officials are keenly aware of the importance an efficient and predictable building department has for the economic vitality of the communities we serve.

WHAT DIFFERENTIATES BPR

Superior, Customized Services:
BPR's staff of experienced and appropriately licensed building safety personnel provide quality, efficient, and thorough building plan review, building inspection and building official services for our clients. Unlike larger national firms, BPR's services are focused solely on supporting California communities in the delivery of high-quality building department services. We tailor our services to your needs, with the goal of exceeding your expectations by:

- Providing a **seamless transistion** of Building Safety services from the current consultant to **BPR**.
- Providing all services in a **cost-effective**, **timely** manner.
- Providing **qualified and experienced personnel** who have the ability to effectively communicate and explain relevant code requirements.
- Providing a **high level of customer service** for internal and external customers.

- Balancing the need to ensure conformance to standards and regulations with the need for **predictability, uniformity, and efficiency**.

Superior Leadership:
Our proposed Project Manager, Mark Berg, CBO, MCP, ICC, has decades of direct experience working with Southern California communities in the provision of Building Safety services. Mark presently manages the delivery of building safety services to our Southern California clients as well as serving as an on-call building official for the City of Bell Gardens. Mark has nearly 30 years of experience working in Southern California communities as a Building Official, Building Inspector and Plans Examiner. A Master Code Professional, Mark has current, relevant knowledge and experience to provide superior project management services for the City of Artesia, guiding the delivery of timely and professional building code enforcement services. Mark brings significant experience in managing the successful transition of building department services from previous consultants in a seamless and coordinated manner.

Superior Staff:

- A team of professionals with high-level experience and skills in successfully providing building and fire plan review and inspection services to the City of Artesia and similar communities.
- Staff with a customer service focus and the knowledge and ability to apply building and fire code provisions, and building department policies and procedures, uniformly and fairly.
- Commitment to cooperation and partnership with other jurisdiction departments and outside agencies.
- Dedicated and knowledgeable licensed plan review engineers, ICC and CASp certified plans examiners for thorough and timely plan review services.
- Extensive experience providing progressive plan review services for major and unique projects.
- The ability to adjust service levels as required to meet your workload needs.

Industry Involvement:
BPR Principal Ron Beehler, has authored the well-received monthly Code Quiz for over nine years for multiple California ICC Chapters. The Code Quiz has become an education component of monthly ICC Chapter meetings throughout California. BPR is now the sponsor of the Code Quiz and uses the quiz as an internal training element for our staff. Current year Code Quizzes may be found on our website, www.BPR-GRP.com

SIMILAR EXPERIENCE

Seamlessly integrating municipal service professionals in support of public agencies is BPR Consulting Group's sole purpose and the basis on which we were founded. We have extensive experience providing all aspects of building safety services in support of building departments, including building official, plan review, building inspection, permit technician, building department management, and office suport and permitting services.

BUILDING PLAN CHECK

Below you will find a small sampling of local projects for which BPR's staff have provided ***plan check services*** similar to those being requested by the City of Artesia.

COUNTY OF LOS ANGELES

New Commercial Building

BPR provided **structural and non-structural building plan review** for this new single story commercial building. The 3,987 s.f. building includes two separate tenant spaces for restaurant use, with exterior terrace sitting area, and a trash/utility room. The building utilizes Type V-A Construction, with Occupancy Group A2.

New Detached 2-Story ADU and Attached JADU

BPR provided **structural and non-structural building plan review** for these two additions to an existing building - a new, detached two-story Accessory Dwelling Unit (ADU) and an attached one-story Junior Accessory Dwelling Unit (JADU). The two-story ADU features three bedrooms, two baths, and a kitchen/dining/living area. The one-story JADU features one bedroom, one bath, and a kitchen/dining/living area. Both units utilize Type V-B Construction with Occupancy Group R-2.

CITY OF BELL GARDENS

Bell Garden Cottages

BPR provided **complete building and grading plan review services** for this new condominium complex featuring (7) three-story buildings and a total of 48 market-rate residential units on a 2.47-acre site. The townhomes range from 1,338 s.f. for a two-bedroom unit up to 1,743 s.f. for three- and four-bedroom units. The project includes 121 parking spaces including two spaces per unit in an enclosed multi-level parking structure. The project includes a community open space, shade structure and BBQ grills. The townhomes utilize Type VB Construction with Occupancy Groups R-3 and U.

CITY OF EL MONTE

In-N-Out Restaurant

BPR provided **complete building plan review services** for this new restaurant which included a drive-through canopy, outdoor seating/patio area, trash enclosure, and site improvements. Plan review services included the review of the building's life safety, structural, mechanical/plumbing/electrical, energy, CALGreen, accessibility and site accessibility components. The7,001 s.f. building utilizes Type V-B Construction with Occupancy Groups A-2 and U.

CITY OF GARDENA

Community Aquatics and Senior Center Project

BPR provided **complete building department and grading plan review services** for this Senior and Aquatics Center Building which consists of a two-story senior center building and a single-story pool equipment building. The Aquatics and Senior Center project included multiple outdoor pools and associated amenities. The building is fully fire sprinklered. Site improvements include landscaping, parking lots with accessible parking and paths of travel, signage, BBQ and picnic area, trash enclosure and perimeter fencing. The buildings utilized Type VB Construction with Occupancy Groups A-3, B and S-1.

Crenshaw 5-Story Apartment Complex

BPR's staff provided **complete building department plan review** services for this new 5-story, 203,055 s.f. apartment complex which sits atop a 3-story podium. The mixed-use podium structure and the apartment units above the podium are fully fire sprinklered. This is the first use of podium style construction within the City of Gardena. The buildings consist of Type I-A and III-A Construction with Occupancy Groups R-2, B and A.

BUILDING INSPECTION and BUILDING OFFICIAL SERVICES

Below you will find a small sampling of local projects for which BPR's staff are currently providing ***building and fire plan review, building inspection, permit technician and/or building official services*** similar to those being requested by the City of Artesia.

CITY OF GARDENA

BPR provides **on-site building official**, **plan review**, **building inspection**, **building department management** and permit technician services for the City of Gardena. BPR implemented building inspection services to eliminate a three-week inspection backlog. We added inspection staff to eliminate the inspection backlog then reduced staff to a level necessary to meet daily inspection service requirements. BPR provides all building

official, building department management, and plan review services to support the building department. Building inspection staff is utilized to meet the inspection demands of the department.

CITY OF BELL GARDENS

BPR provides building department services to the City of Bell Gardens including **on and off-site building official, on-site and remote plan review, building inspection** and permit technician services, utilizing BPR's appropriately licensed, certified and experienced building safety staff. Through BPR's services, the City maintains efficient permitting services for the benefit of the community.

CITY OF MAYWOOD

BPR provides full-service building department services to the City of Maywood including **on and off-site building official, on-site and remote plan review**, **building inspection**, and permit technician, services. BPR provides services for the community utilizing appropriately qualified licensed and certified building safety staff. Through BPR's services, the City maintains efficient plan review and inspection services for the benefit of the community for all ongoing construction projects and permit center needs.

CITY OF POMONA

BPR staff provides **plan review, building inspection**, permit technician and permit technician training services to the City. BPR provides services for the community utilizing appropriately qualified, licensed, and certified plans examination, senior building inspection, and permit technician staff. Through BPR's services, the City is able to maintain efficient services for all ongoing permit center needs.

CITY OF EL MONTE

Following a very successful transition, BPR provides all **building inspection services**, **on-site and remote plan review services, out-sourced plan review services,** and permit technician services for the City of El Monte. BPR provides all inspection services for the City utilizing multiple full-time and ICC certified building inspectors. All in-house and counter plan reviews are performed by BPR's experienced and well qualified in-house plans examiner. All permit technician services for the City are performed by BPR utilizing three full-time ICC certified permit technicians.

CITY OF CLAREMONT

BPR provides building department services to the City of Claremont including **plan review, building inspection** and permit technician services utilizing BPR's appropriately licensed, certified and experienced building safety staff. Through BPR's services, the City maintains efficient plan review, building inspection, and permitting services for the benefit of the community.

CITY OF ONTARIO

BPR staff provides **on-site and remote plan review**, **building inspection** and permit technician services to the City. BPR provides services for the community utilizing appropriately qualified and certified plan review, permit technician and inspection staff. BPR presently provides multiple highly qualified and ICC certified inspection staff to support the city's inspection needs and multiple ICC Certified permit technicians to support the city's permitting services. BPR provides on-site and off-site plan review services for all types of projects including residential, multi-family, commercial and industrial projects including CASp plan review and plan review of on-site improvements and associated grading.

PROJECT OVERVIEW

BPR understands that the City is seeking building official, plan review, and building inspection services and that our task is to sustain or improve turnaround times and service responsiveness while maintaining clear, customer-focused communication with residents, applicants, and stakeholders. We have found that a critical element of providing the requested services is the seamless and successful transition of services. BPR has extensive experience transitioning building department services from other consultants and other public agencies. Our belief is that the transition of services from one firm or agency to the next should be seamless and unapparent to the department's customers. To this end, BPR will implement and adhere to our proven methodical transition process which takes a number of aspects into consideration, including the sensitivities of all parties involved. In a respectful and meticulous manner, BPR will quickly learn Artesia's current regulations, protocols and routines. We will bring proven building department best practices to all aspects of the services we provide and embrace the opportunity to look for ways to enhance the level of service provided by the City to its constituents. This will include evaluation of any systems that may need updating, participation in routine internal and external meetings, project management services, project submittal and inspection scheduling reviews, web-site information review and updates, and any open/outstanding community issues. This is further illustrated in the table below:

BUILDING AND SAFETY TRANSITION PLAN CHECKLIST		
✓	**Systems to Update:**	• Computer log-ons • City email accounts
✓	**Routine Internal Meetings:**	• Staff meetings • Department meetings • Daily, weekly, monthly meetings
✓	**Routine External Meetings:**	• Resident communications • Developer communications
✓	**Project Management:**	• Status of current projects • Accounting of projects with outstanding fees • Location of ALL project files (have all files been transferred from existing consultant to City?) • Monitoring performance of current projects • New projects
✓	**Significant Open Issues:**	• Residents' concern areas • Staff concern areas • City Council concern areas • Development Community concern areas
✓	**Other Areas:**	• Strategic planning • Future funding/budgets of projects • Action item lists
✓	**Review:**	• Online and hard-copy information documents • Status of outreach efforts for innovative permitting programs • Opportunities for streamlining processes using technology

KEY ROLES

Bill Rodgers, SE, ICC will serve as BPR's Principal in Charge. **Mark Berg, CBO, MCP, ICC** will serve as Project Manager/Building Official and will successfully coordinate the transparent transition of services from the county to the City. **Mark Coco, ICC** will serve as Key Building Inspector; **Martha Diaz, PE, ICC** will serve as Key Plan Check Engineer.

BPR's proposed Project Manager / Building Official, Mark Berg, CBO, MCP, ICC will provide as needed, on- and off-site expert building official/administrative services. Mark brings many years of experience providing building official and building department management services in support of multiple Southern California communities. Mark will utilize his extensive, local experience for the benefit of the City of Artesia by providing reasonable building code interpretations and effective department management services. A Master Code Professional and CBO, Mark is qualified and experienced in providing building plan check services in addition to his duties as Building Official. Mark will provide superior communication, guidance, a consistent approach and quality assurance for the City of Artesia's building department.

BPR's proposed Plan Check Reviewer, Martha Diaz, PE, ICC will provide accurate, high quality, timely plan checking services with as-needed backup support of the largest group of qualified plans examiners in the region. Martha brings over 17 years of experience providing structural and non-structural plan review services to Southern California communities. Supporting Martha as needed, BPR's plans examination staff includes California licensed engineers, ICC-certified plans examiners, ans CASp professionals, all of whom possess significant technical capabilities in all areas of plans examination. Their competency is gained from years of experience providing these same services to multiple California building departments. Martha will provide comprehensive plan review services to the city and review submitted project documents for compliance with all applicable Federal, State and local codes and ordinances. Disciplines will include, and are not limited to architectural, structural, accessibility, plumbing, mechanical, electrical, grading, drainage, water quality management, LID, and fire plan check review for buildings and structures for compliance with applicable Federal and State laws, Building & Safety codes, Fire Code, City ordinances, and acceptable engineering practices.

BPR's proposed Building Inspector, Mark Coco, ICC will provide competent, dependable and personable building inspection services, with experienced, local backup as needed. Building inspectors play a vital role in ensuring safe buildings are being approved in the field and that the construction that is approved in in compliance with approved project plans, conditions of approval, state building codes and municipal code requirements. Mark understands the importance of and the responsibilities associated with the building inspections he performs. Always personable and friendly, Mark excels at interacting with contractors, permit applicants, homeowners and agency staff, communicating clearly and establishing a helpful, respectful rapor. Mark is knowledgeable of approved and modern methods, materials, tools and safety used in building inspection and the most current building and fire standards. He is also familiar with most of the common scheduling and tracking systems utilized by building departments, including OpenGov, and will quickly adapt to your systems and requirements.

ADDITIONAL STRENGTHS OF THE BPR TEAM

All of our staff maintain appropriate certifications or professional licenses for the services they provide. We ensure our staff is properly trained and require ongoing training for our staff equal or greater than that required by California Health and Safety Code Section 18949.29. We continually encourage our staff to obtain additional certifications and support ongoing training and education for our staff.

Many opportunities for continuing education for building safety professionals are offered by multiple providers throughout the state and hosted by a variety of providers including California Building Officials, local ICC Chapters, AIA, County Building Officials Association of CA, and others. In addition to participating in these opportunities, **BPR's staff members have developed and presented training classes on behalf of many of these professional organizations on building code-related topics including:**

- Chapter 16 Training in Structural Topics
- CBC Chapter 10, Means of Egress in the 2022 CBC
- CBC Load Path Fundamentals
- CBC Requirements for Wood Framed Building Design
- CBC Requirements for Horizontal Diaphragm and Shear-Wall Design
- Structural and Non-Structural CRC Requirements
- Overview of Wind Load Changes to the CBC
- CRC Wall Bracing Requirements
- Load Path Systems for Building Structures
- Structural Welding and Structural Bolting
- Overview of CPC and CMC Requirements for Building Systems
- Anchorage of Nonstructural Building Components Per ASCE-7
- Simplified Structural Design
- Plan Check 1 and 2
- SAP Training

BPR staff are qualified and available to provide disaster safety assessments of all buildings and conduct emergency inspections in the event of a disaster.

BPR staff have **Post-Disaster Safety Assessment Program (SAP)** certified staff with relevant experience and knowledge in guiding and helping coordinate the efforts of local communities recovering from major disasters. Maintaining ongoing services while also evaluating damaged buildings and working with impacted property owners during a crisis, if not managed properly, can overburden jurisdiction staff. We are up to date with FEMA and OES policies and procedures so we can deliver efficient and accurate damage assessments while also streamlining coordination and providing thorough reporting to multiple agencies.

Because of our experience in organizing and supporting disaster recovery centers, we can implement an immediate and well-organized system of reviewing and approving building permit applications and providing construction inspection for affected citizens.

Additionally, many of our staff members are active members of local professional organizations including local ICC Chapters and have served as officers and in other leadership capacities. Our Project Manager, Mark Berg, CBO, MCP, ICC (pictured above) frequently teaches ICC training classes.

DETAILED WORK PLAN

Per the RFP, we understand and are able to provide the following scope of work.

BUILDING OFFICIAL

BPR will provide one (1) Certified Building Official, as needed, to oversee the City's building and safety services, and serve as a representative of the City for Building & Safety matters. The Building Official will enforce all applicable building codes, oversee permit issuance and inspections, and ensure safe and compliant development within the City. Additionally, the Building Official will provide a high level of Building & Safety expertise and services including, but not limited to:

- BPR's Building Official will function as the City's Building Official, as set forth in the California Building Code, in City-adopted building codes and ordinances, and as specified in Federal and State law.
- BPR's Building Official will issue Certificates of Use and Occupancy for buildings and structures.
- BPR's Building Official will, in coordination with the Community Development Director or his/her designee, manage, oversee, and coordinate building permits and plan check, building inspection, building counter, and building code enforcement services, so that they function as one Building & Safety organization.
- BPR's Building Official will maintain, amend, and develop ordinance and regulations necessary to implement and enforce the latest editions of the California/Los Angeles County Building Codes, including any and all related codes, or other uniform safety codes, laws, or regulations as adopted or amended by the City, deemed necessary to protect the health, safety, and welfare of the public.
- BPR's Building Official will perform plan checks.
- BPR's Building Official will make determinations on the approval and use of alternative materials and methods of construction.
- BPR's Building Official will perform after-hours services, including inspections, upon request by an applicant or for public safety Building & Safety matters.
- BPR's Building Official will prepare Planning Commission and/or City Council reports and recommendations related to Building & Safety matters and attend Planning Commission and/or City Council meetings, as needed.
- BPR's Building Official will assist with complex inspections.
- BPR's Building Official will enforce inspection procedures and outline construction methods as required and assist in the resolution of conflicts between building inspectors and contractors on controversial construction matters.
- BPR's Building Official will prepare Building & Safety code violation cases for submittal to the City Attorney office, when prosecution is necessary regarding code compliance.
- BPR's Building Official will make final interpretations concerning the application of Building & Safety codes.

- BPR's Building Official will monitor the collection of plan check, inspection, and permit fees and other Building & Safety activity level indicators, submit monthly activity reports to the City, and notify the City of any necessary staffing changes to maintain performance standards.
- BPR's Building Official will perform administrative Building & Safety related duties, including developing and implementing office policies and procedures and assuring that files and plans are secured, organized, and kept up to date.
- BPR's Building Official will meet with developers, homeowners, business owners, architects, engineers, and the general public at City Hall or in the field, as needed, to resolve grievances and/or respond to questions and ensure timely project processing in compliance with Federal, State, and City laws and ordinances.
- BPR's Building Official will respond to public inquiries pertaining to Building & Safety matters.
- BPR's Building Official will ensure all consultant Building & Safety activity is entered into the City's OpenGov permit tracking system in an accurate, complete, and timely manner.
- BPR's Building Official will assist with annual budget preparation, as requested.
- BPR's Building Official will be available at the City of Artesia Building & Safety front counter and/or virtually as needed Monday through Thursday from 7:30 a.m. to 5:00 p.m., and Friday 8:00a.m. – 5:00 p.m. BPR Building Official will be available to the City's Executive Management Team and/or other designated staff members outside of business hours as needed.

PLAN CHECKER

BPR will provide one dedicated ICC-certified Plan Checker, on-site and/or virtually, as needed for residential, commercial, industrial, city facilities and public agency sponsored projects. The plan checker will:

- BPR's Plan Checker will perform plan checks for residential, commercial, industrial and City Facilities.
- BPR's Plan Checker will perform architectural, structural, fire, accessibility, plumbing, mechanical, and electrical plan, grading, drainage, water quality management, LID, and fire plan check review for buildings and structures for compliance with applicable Federal and State laws, Building & Safety codes, Fire Code, City ordinances, and acceptable engineering practices.
- BPR's Plan Checker will confirm building use, occupancy, and type of construction, and review construction of buildings and structures to determine satisfaction of safety requirements.
- BPR's Plan Checker will check for compliance with applicable codes adopted by the City, including but not limited to: Uniform Housing Code, California Building, Mechanical, Plumbing, and Electrical Codes, Fire Code, Uniform Solar Energy Code, State Water Board Requirements and any applicable adopted local amendment, State of California codes, or regulations.
- BPR's Plan Checker will review and approve building/structural revisions to plans required during construction.
- BPR's Plan Checker will provide guidance and assistance with any other agency approvals required including but not limited to County of Los Angeles Fire, Sanitation District, Environmental Health, etc.

- BPR's Plan Checker will provide assistance to the public regarding technical questions, including inquiries regarding Building & Safety code and regulations.
- BPR's Plan Checker will calculate building permit and plan check fees, if requested.
- BPR's Plan Checker will coordinate building permit requirements and interface with City Department and other agencies.
- BPR's Plan Checker will provide expedited plan check when requested by the City.
- BPR's Plan Checker will provide entitlement review and establish conditions of approval for grading, engineering planning plan check review.
- BPR's Plan Checker will create a standard plan check for the City, to ensure consistency in plan review.
- BPR's Plan Checker will stamp and sign off plans, if reviewed plans meet all such requirements, and all changes/corrections have been addressed.

BUILDING INSPECTOR

BPR will provide one (1) fully trained and ICC-certified Building & Safety inspector for the City of Artesia. Inspector services shall include:

- BPR's Building Inspector will provide Building inspection services for all construction regulated by all applicable Federal, State and City Building & Safety code/ordinances, and National Pollution Discharge and Elimination System Permit (NPDES) requirements, when applicable.
- BPR's Building Inspector will review plans for building construction, plumbing, electrical and mechanical details prior to performing inspections.
- BPR's Building Inspector will inspect building and structures, for which building permits have been issued, for compliance with the approved plans and applicable codes and ordinances.
- BPR's Building Inspector will initiate soil tests where evidence indicates soil instability.
- BPR's Building Inspector will inspect for compliance with conditions of approval set forth by the City's Community Development Department.
- BPR's Building Inspector will coordinate with various City and County agencies and departments, including but not limited to Los Angeles County Fire Department, Environmental Health Department of the County of Los Angeles, and other governmental agencies providing services and/or having jurisdictions over any aspects of a development project in order to obtain compliance with the above Building & Safety code regulations.
- BPR's Building Inspector will enforce conditions of approval associated with discretionary permits regarding Building & Safety regulations, as approved by the City.
- BPR's Building Inspector will issue notice(s) of violation when violation(s) of the above referenced codes and regulations occur and notify Code Enforcement.
- BPR will, at our sole expense, provide all vehicles, fuel, maintenance, and other equipment necessary for field personnel to carry out building permit inspections and all required duties.

- BPR's Building Inspector will provide special inspections and conduct investigations as directed by the City, including field and office research and the preparation of letters and/or documents.
- BPR's Building Inspector will prepare daily inspection schedule.
- BPR's Building Inspector will input daily inspection information and notice of violations into the City's OpenGov software platform permit tracking system.
- BPR will provide inspection, investigation, and enforcement for violations of all the above-referenced Building & Safety codes and regulations, as well as other adopted City ordinances, which relate to Building & Safety issues.
- BPR will provide one (1) in-house Certified Inspector three (3) to four (4) days per week as needed at the discretion of the City Monday through Thursday from 7:30 a.m. to 5:00 p.m., and Friday 7:30 a.m. – 5:00 p.m.

BUILDING INSPECTOR (AFTER HOURS)

BPR will provide one (1) fully trained and Certified Inspector (after hours) as needed for the City of Artesia as special circumstances dictate to address public safety related Building & Safety matters. The Building Official will serve as the liaison to City staff for these emergency matters.

SOLAR PERMITTING

BPR will utilize OpenGov and review all eligible residential solar permits as required by Senate Bill 379 (SB 379).

PLAN CHECK REVIEW TIMES

Standard Plan Review Completion Timeframes

BPR will complete all **plan reviews** within the timeframes shown in the table below for both commercial and residential projects as our standard business practice. We will accommodate any turnaround schedule agreed to with our clients. BPR is also pleased to provide expedited plan review services when requested.

Project Type	Maximum Turn Around Time (Workdays)	
	Standard Reviews 1st Submittal/Backcheck	Expedited Reviews 1st Submittal/Backcheck
Single-Family Residential		
New Construction	10/5	5/3
Addition	5/5	5/3
Remodel	5/5	5/3
Second Unit / ADU	3/3	3/3
Multi-Family Residential		
New Construction	10/5	5/3
Addition	10/5	5/3
Remodel	10/5	5/3
Commercial/Industrial		
New Construction	10/5	5/3
Addition	10/5	5/3
Tenant Improvement	10/5	5/3
Large, Complex Commercial or Residential Multi-Family Projects	15/10	10/5
Other		
Routine and simple structures (e.g. reroofs, patio covers, fences/walls)	Over the Counter	n/a

PROJECT TEAM

Bill Rodgers, SE

PRINCIPAL | PRINCIPAL IN CHARGE

Bill is a California licensed Civil and Structural Engineer with 31 years of experience in the field of structural engineering, including 22 years of experience as a plan review engineer. Bill has worked closely with building departments across the State of California and has assisted government agencies with numerous projects of varying size and type. His wealth of experience includes managing the delivery of building department services throughout California and Nevada on behalf of public agency clients and performing structural plan review for commercial and residential projects. **Years of Experience**: 31

Mark Berg, CBO, MCP, ICC

PROJECT MANAGER | BUILDING OFFICIAL

Mark is an ICC certified Building Official, Fire Code Official, Plans Examiner, Building Inspector, and Master Code Professional with 35 years of experience performing life-safety, architectural, mechanical, plumbing, electrical, and fire reviews in residential, multi-family and commercial projects. Mark has successfully guided department staff with inspection and plan review of all phases of complex construction projects. He is experienced utilizing building department permit tracking software and managing and performing all common building department responsibilities, including plan review, multi-discipline inspections, plan review and inspection scheduling, field supervision, regulatory compliance, code interpretation, and project acceptance. Mark also possesses exceptional skills in complaint resolution, problem solving, damage assessment, and team building. **Years of Experience**: 35

Martha Diaz, PE, ICC

KEY PLANS EXAMINER

Martha is a California licensed Civil Engineer with over 17 years of experience providing structural and architectural plan review services for Southern California public agencies. Her background includes residential and commercial projects, with expertise in reviewing plans, calculations, and soils reports for building code compliance. Martha has worked extensively with homeowners, architects, contractors, and design professionals to support efficient project delivery. She brings a thorough, code-focused approach and strong customer service skills to every plan review assignment. **Years of Experience:** 18

Mark Coco, ICC

KEY BUILDING INSPECTOR

Mark is an ICC certified Combination Building Inspector with a strong background in residential and commercial construction. He performs inspections across a variety of systems including roofing, electrical, mechanical, and plumbing, ensuring compliance with building codes and safety standards. With hands-on experience in home remodeling and special inspections, Mark is well-versed in construction practices such as framing, drywall, tile, hardware installation, and finish work. He also brings experience in strategic planning, reporting, and team collaboration to support efficient inspection processes. **Years of Experience: 7**

The table below illustrates the licenses and certifications held by the key personnel proposed to serve the City of Artesia. Full resumes are available upon request. Bill is currently focused on managing services for our Southern California clients, CA. Our proposed Building Official, Plans Examiner and Building Inspector are all based in the Los Angeles/San Gabriel Valley area.

Name	Current Licenses and Certifications	License/Cert. Number(s)	Expiration Date
Bill Rodgers, SE	CA Registered Professional Structural Engineer	4198	09/30/2027
Principal	CA Registered Professional Civil Engineer	50673	09/30/2027
Principal-in-Charge	NV Registered Professional Civil Engineer	18427	12/31/2027
	NV Registered Professional Structural Engineer	18427	12/31/2027
	ICC Residential Plans Examiner	10085086	08/31/2028
Mark Berg, ICC, MCP, CBO	ICC Accessibility Inspector/Plans Examiner	859362	12/11/2028
Project Manager	ICC Certified Building Code Official	859362	12/11/2028
Building Official	ICC Building Code Specialist	859362	12/11/2028
Fire Plans Examiner	ICC Building Inspector	859362	12/11/2028
	ICC Building Plans Examiner	859362	12/11/2028
	ICC Certified Building Official	859362	12/11/2028
	ICC Certified Fire Code Official	859362	12/11/2028
	ICC Certified Fire Marshal	859362	12/11/2028
	ICC Combo Dwelling Inspector - Uniform Codes	859362	12/11/2028
	ICC Combination Inspector - Legacy	859362	12/11/2028
	ICC Electrical Inspector	859362	12/11/2028
	ICC Fire Code Specialist	859362	12/11/2028
	ICC Fire Inspector I	859362	12/11/2028
	ICC Fire Inspector II	859362	12/11/2028
	ICC Fire Plans Examiner	859362	12/11/2028
	ICC Master Code Professional	859362	12/11/2028
	ICC Mechanical Inspector UMC	859362	12/11/2028
	ICC Permit Specialist	859362	12/11/2028
	ICC Permit Technician	859362	12/11/2028
	ICC Plumbing Inspector UPC	859362	12/11/2028
	ICC Residential Combination Inspector	859362	12/11/2028
	ICC Residential Energy Inspector/Plans Examiner	859362	12/11/2028
	ICC Residential Plans Examiner	859362	04/08/2027
	Cal OES Safety Assessment Program (SAP)		
Martha Diaz, PE	CA Registered Professional Civil Engineer	81154	9/30/2027
Plan Review Engineer	ICC Residential Plans Examiner	8723293	05/05/2027
Mark Coco, ICC	ICC California Commercial Mechanical Inspector	10546153	09/17/2028
Building Inspector	ICC California Commercial Building Inspector	10546153	03/03/2028
	ICC California Commercial Plumbing Inspector	10546153	07/01/2028
	ICC California Residential Plumbing Inspector	10546153	08/21/2028
	ICC California Residential Mechanical Inspector	10546153	09/23/2028

QUALITY CONTROL

All of BPR Consulting Group's plan review services are closely managed from the moment a project is assigned to completion of our services. Once a project is assigned it is entered into our custom designed plan review database. The project documents are then downloaded and triaged for completeness and to identify if any documents necessary for plan review have not been provided. Upon completion of the triage process, plans examiners are assigned as warranted by the proposed work associated with the specific project. All projects are closely monitored to ensure assigned staff have the time necessary in their schedules to comprehensively review assigned projects to maintain completion schedules.

We assign a dedicated team of plans examiners to serve specific clients so your BPR plan review team will remain consistent throughout the term of the agreement. We believe assigning a dedicated team of plans examiners best serves the needs of our clients; with our firm you will not have randomly assigned plans examiners assigned to each project. All plan review services are closely monitored by our plan review supervisors and managers for consistency, thoroughness, and quality. We utilize a discipline approach to our plan review services, assigning a life safety reviewer, structural reviewer, electrical reviewer, mechanical/plumbing reviewer, grading/utility reviewer and fire reviewer, as appropriate, to each assigned project based on the proposed scope of work. We believe utilizing a discipline approach provides a more comprehensive plan review as each reviewer is a specialist in their discipline. Each plans examiner includes their email address and desk phone number with their plan review comments to facilitate direct and efficient communication between project designers and our professional plans examination staff. Our Plan Review Manager reviews each project for thoroughness and accuracy prior to plan review comments being issued or prior to recommendation of approval for permit purposes.

Upon award of a contract, our proposed Project Manager will schedule a meeting with the City's representative to familiarize the team with the City's current plan review, plan distribution, and inspection process and methods. BPR's staff of engineers and plans examiners are experienced in working with multiple jurisdictions and adjusting their services so that they become an extension of your staff. We utilize a comprehensive "New Client Checklist" that documents specific requirements of each community we serve. Upon selection and before commencement of services, we schedule a meeting with our new clients to review specific plan review and inspection requirements and systems used by our clients so our services can be integrated in a seamless manner.

Our inspection services will be closely managed by our building official who will work with project applicants to resolve all inspection related issues in an efficient, code compliant, and customer focused manner.

COST PROPOSAL

The rate schedule below will be used in invoicing for services rendered, progress payments, and for extra work incurred that is not part of this RFP. This table represents pricing for all services being proposed by BPR.

OFF-SITE FIXED FEE PLAN REVIEW SERVICES	
Initial Off-Site Plan Review and Two Back Check Reviews	65% Plan Review Fees Collected by the City
Plan Review Beyond the Third Review	As Per Hourly Rates Below
Expedited Plan Review (fixed fee or hourly)	150% of the standard fee or rate
HOURLY SERVICES	
Plan Review Services	As Per Hourly Rates Below
Revisions / Deferred Submittals	As Per Hourly Rates Below
Inspection Services	As Per Hourly Rates Below
Permit Technician / Administrative Services	As Per Hourly Rates Below
SCHEDULE OF HOURLY BILLING RATES	
Building Official	$170
Deputy Building Official	165
Licensed Plan Review Engineer or Architect (structural, civil, electrical, mechanical, fire protection)	160
Engineering Plans Examiner	150
ICC Certified Plans Examiner	140
CASp Plans Examiner or Inspector	145
ICC Certified Inspector	115
Permit Technician	75
Permit Technician Trainee/ Building Department Support Staff	55

- **Shipping:** There is no charge for courier or shipping services for plan reviews conducted off site.
- **Overtime:** Inspection services and other hourly services provided within City offices in excess of eight hours per day, nights, and weekends will be charged at 140% of the billing rates indicated above.
- **Mileage Expenses**: Mileage utilized while performing inspection services will be charged at the current Internal Revenue Service (IRS) vehicle mileage rates plus 20%.
- **Minimum Daily Charge**: There will be a minimum 8-hour daily charge for all on-call plan review, inspection, permit technician and support services provided within City offices.
- **Cost Escalation:** On each anniversary of the contract start date, BPR will increase hourly rates based on the change of the non-seasonally adjusted CPI for the applicable region.
- **Hourly Rates:** All hourly rates include salaries, benefits, workers compensation insurance and miscellaneous office expenses.

REFERENCES

City of Gardena | **Greg Tsujiuchi, Community Development Director**
1700 West 162nd Street, Gardena, CA 90247 | 310.217.9526 | GTsujiuchi@cityofgardena.org

Services Provided:

- **Building Official**, **in-house** and **out-sourced plan review, building inspection and permit technician services.** BPR presently provides most of the city's building department services under contract. All new buildings and major tenant improvements and remodel projects are reviewed in our offices in electronic format utilizing Bluebeam. The majority of the daily requested building inspections are performed by BPR's inspection staff.

City of El Monte | Mike Petarra, CBO, Chief Building Official
11333 Valley Blvd, El Monte, CA 91731 | 626.580.2013 | mpetarra@elmonteca.gov

Services Provided:

- BPR Consulting Group presently provides **full building department services** for the City of El Monte including in-house plan review, building inspection, building official and permit technician services as well as remote plan review services. *Dates of Service*: May 2025-present.

City of Ontario | James Caro, Building Official
303 East B Street, Ontario, CA 91764 | 909.395.2172 | JCaro@ontarioca.gov

Services Provided:

- BPR Consulting group presently provides **out-sourced plan review and permit technician services** on behalf of the City's building department. The types of projects reviewed include residential, commercial, industrial, agricultural, and retail projects.

City of Claremont | Joe Caro, Building Official
207 Harvard Avenue, Claremont, CA 91711 | 909.399.5477 | JCaro@claremontca.gov

Services Provided:

- BPR provides building department services to the City of Claremont including **plan review, building inspection, code enforcement, and permit technician services** utilizing BPR's appropriately licensed, certified and experienced building safety staff. Through BPR's services, the City maintains efficient plan review, building inspection, and permitting services for the benefit of the community.

REQUIRED STATEMENTS

a) BPR will adhere to all federal laws and regulations notwithstanding any state or local laws and regulations. In case of conflict between federal, state, or local laws or regulations, the strictest shall be adhered to.

b) BPR will not discriminate illegally against any employee or applicant for employment pursuant to applicable law.

c) BPR will comply with the California Labor Code, pursuant to said regulations entitled: Federal Labor Standards provisions; Federal Prevailing Wage Decision; and State of California Prevailing Wage Rates, respectively.

d) BPR will comply with the Copeland Anti-kickback Act (18 USC 874 C) and the implementation regulation (29 CFR 3) issued pursuant thereto, and any amendments thereof.

Department	Account ID	Description	FY 2025-26 Budget	Proposed FY 2025-26 Adjustment	$ Change	% Change
GENERAL FUND DEPARTMENTS						
4300 - Building & Safety						
	100-4300-6015	Building Inspection Plan Cks	$174,847	$381,847	$207,000	118%
		Subtotal Increases			*$207,000*	
		Subtotal Decreases			*$0*	
		Total Net Change			$207,000	

CITY COUNCIL AGENDA REPORT

MEETING DATE: March 09, 2026 **ITEM NO: 9H.**

TO: Mayor and Members of the City Council

SUBJECT: 2025 General Plan Annual Progress Report and Annual Housing Element Progress Report

FROM: Steven Valdez, Planning Manager
Devan Wells, Assistant Planner

REVIEWED AND APPROVED BY:
Paul Bollier, Community Development Director
Melissa Burke, Deputy City Manager
HongDao Nguyen, City Attorney
Abel Avalos, City Manager

RECOMMENDATION:
Staff recommends that the City Council, by motion, approve the General Plan Annual Progress Report Inclusive of the Annual Housing Element Progress Report for Calendar Year 2025, and direct staff to file the reports with the State of California Office of Planning and Research (OPR) and the California Department of Housing and Community Development (HCD).

BACKGROUND:
The City Council adopted the City of Artesia ("City") General Plan in 2010, which was subsequently certified by HCD in 2010. The current General Plan covers the planning period from November 2010 through November 2030. The General Plan is a state-mandated document overseeing a city's planning for diverse areas such as housing production, mobility, the environment, along with social and economic goals and progress, across a specific period of time. Accordingly, each unique planning area is deemed an element. The City's last Housing Element was adopted by the City Council and certified by HCD in 2013. That report, known as the Fifth Cycle element, covered the planning period from 2013 through 2021. The City is in the process of adopting a Housing Element covering the planning period from 2021 to 2029, which is known as the Sixth Cycle element. The City Council approved the Sixth Cycle Housing Element on February 9, 2026 and is awaiting a determination of certification from HCD.

California Government Code Section 65400 requires that every city prepare a General Plan Annual Progress Report. The annual report provides a means to review the General Plan, determine if changes need to be made in the plan or its implementation, and provides information on the measurable outcomes and actions associated with the implementation of the plan. As such, the report must be approved by the City Council and filed with OPR and HCD each year by April 1. The information contained within this report will summarize key Planning efforts in the Calendar Year 2025, as well as find how they relate to goals set forth in the City's General Plan. The State of California uses the information submitted by the City to identify statewide trends in the land use decision-making process, and analyzes how local planning and development activities relate to statewide planning goals and policies. California Government Code Section 65400 requires that the City Council consider the General Plan Annual Progress Reports at a public meeting where members of the public can provide oral testimony and written comments prior to filing the reports with OPR and HCD.

ANALYSIS:

Pursuant to Government Code Section 65400, Planning staff have prepared a General Plan Annual Progress Report for the calendar year 2025. The Report complies with current progress report guidelines from OPR. The draft General Plan Annual Progress Report for Calendar Year 2025 highlights the City's advancements in achieving the goals and objectives described in the City of Artesia General Plan 2030. The key highlights are referenced in the context of the goals and objectives set forth in the General Plan. To date, notable achievements included in the draft report are:

1. *Continue to monitor maintenance standards in neighborhoods to maintain high standards of appearance and stability in the neighborhood (Policy Action LU 2.2.1).*

   During Calendar Year 2025, the City continued to monitor required maintenance standards as outlined by the Artesia Municipal Code (AMC). The City opened 798 Code Enforcement cases and successfully abated 722 cases. The City continues to proactively utilize the Artesia Housing Conditions Survey as the basis for identifying target areas that require priority attention. Additionally, the City continues to respond to reports of Municipal Code violations and health, safety and welfare hazards. Elsewhere, unpermitted construction, business uses, landscaping care and maintenance, along with development activity identified by Code Enforcement staff, served as the basis for the enforcement of the City's high standards for appearance in its residential neighborhoods. Additionally, for the first time, the City adopted a vacant property ordinance. The new ordinance establishes standards for the appearance, maintenance, and upkeep of approximately 32 vacant properties in the City.

2. *Encourage alternate modes of transportation, including rail, vanpooling, carpooling, pedestrian walkways, bicycling and Transportation Demand Management plans and programs (Policy Action CIR 4.2.4).*

   During Calendar Year 2025, the City of Artesia approved the Downtown Specific Plan (DTSP) and Mixed-Use Ordinance (MU-O). The policies, plans, and actions of the DTSP and MU-O were designed to facilitate increased urban development and to transform the City's around the future metro train line. In implementing this, the City is encouraging alternate modes of transportation, including mass transit, carpooling, vanpooling, and pedestrian activity, by centralizing assets and rezoning much of the City's core commercial area. By retooling development standards and concentrating future development along corridors accessible to alternative modes of transportation, including ride share and carpool uses, the City is increasing the feasibility of and infrastructure designed for transportation by rail, carpooling, bicycle, and on foot.

3. *Amend the Zoning Code to implement mixed-use zoning districts that provide development standards for mixed-use development, which should address minimum density and intensity requirements; allowable uses; horizontal and/or vertical mix of uses; building heights; and parking standards.*

During Calendar Year 2025, the City approved the Artesia Downtown Specific Plan (ADSP) and Mixed-Use Ordinance (MU-O). Collectively, the specific plan and ordinance will allow for greater levels of transit-oriented development (TOD) and a broader assortment of urban uses permitted in the City. The ADSP aims to guide future development and will allow for greater levels of residential and mixed-use development in the City core, whereas the MU-O expands the geographic footprint of areas in the City zoned for mixed-use and affordable housing.

The ADSP and MU-O will execute these goals primarily through, but not limited to, the following project components: a General Plan amendment, rezoning of the subject areas, increase in the dwelling units permitted, development standards in the areas with increased dwelling units that encourage more functionally urban designs, as well as the overall promotion of mixed-use development. Additionally, changes to land use and zoning designations will accommodate targeted growth and provide greater consistency in design and development standards. These substantial zoning changes, together with the use of the State Density Bonus Law (Government Code §§65915-65918), have resulted in several large-scaled housing and mixed use development projects proposed in the City's history.

4. *Encourage new development and redevelopment to provide parks, plazas or open space areas (Policy Action OS 1.2.2)*

During Calendar Year 2025, the City continued to prioritize new park, plazas, and open space areas. Of note, the City was awarded the gold level of the Gateway Cities Energy Action Award (GCEAA) for the third year straight, with this year's award in part based on improvements to park and recreation facilities. Addressing park inequity among Artesia residents and improving park quality has been a key factor behind realized and ongoing improvements at the City's parks. Notable recent accomplishments and improvements include the comprehensive renovation of the Albert O. Little Community Center, a new roof and outdoor exercise equipment for the AJ Padelford Park community center, and the new Youth Activities after-school program. In addition, the City completed the Historic District Recreation Trail tree and landscape plantings. Addtionally, plans were approved by the City Council for the Botanical Garden located at 11462 178th Street, which will provide walking trails, passive open space, exhibitions on local flora, and areas for public gatherings.

5. *Informational Manuals/Handouts (Action HE 5.1a)*

Planning staff worked to inform City residents and stakeholders on a variety of ongoing and future planning initiatives. Through open houses, the dissemination of fliers and newsletters, as well as dedicated pages on the City website, and Notices of Availability and Determination through the California Environmental Quality Act (CEQA), the Planning Division utilized a number of means to ensure that informational manuals and handouts reached the applicable target audience. Other informational efforts include the publication of the Quarterly Artesian, the launch of the monthly e-newsletter, active social media pages, and an annual report summarizing key development and events in the City.

6. *Explore opportunities to encourage growth in sectors that provide fiscal revenue (Policy Action ED 2.1.2).*

As mentioned above, the adoption and implementation of the Artesia Downtown Specific Plan (ADSP) and Mixed-Use Ordinance (MU-O) are designed to incentivize and encourage further development and economic activity in the City's core. In expanding the geographic footprint for urban, mixed uses, as well as increasing flexibility in the types of land uses permitted, the City expects growth opportunities in the commercial business and residential sectors and tax bases, respectively.

7. *Increase the extremely low, very low, low and moderate-income housing stock (Policy H 1.2).*

A total of 49 building permits of all types were approved in Calendar Year 2025. This represents a deep and unwavering commitment to housing production, which has resulted in year-over-year increases to the City's stock of moderate (also known as workforce housing) housing totals. Apart from this, the City has partnered with affordable housing partners to better facilitate the future production of affordable housing.

A total of 38 accessory dwelling units (ADUs) were approved during Calendar Year 2025. This represents a significant lifeline for many Artesia homeowners and residents alike. For some, the construction and renting of an ADU allows for important additional income to be made while also providing new housing opportunities in the City. In recent years, ADUs have represented the single-largest type of residences approved in the City.

8. *Rezone underperforming commercial properties in order to effectively transition them to more viable land uses. (Policy Action LU 3.1.1)*

   The adoption and implementation of the Mixed-Use Ordinance (MU-O) will encourage mixed-use real estate development along retail corridors where development has lagged or has otherwise not seen recent momentum. In facilitating this change, the City is investing in its long-term future by incentivizing development in areas where commercial development has slowed. Presently, there are four active Planning entitlements that are taking advantage of new rezoning and zoning overlays.

   Recently adopted and implemented specific plans, including the Arkansas Street Specific Plan, Artesia Boulevard Corridor Specific Plan, and the Downtown Specific Plan, along with the Mixed-Use Corridor, have aided considerably in the rezoning of under-performing commercial properties.

9. *Ensure mixed-use developments are integrated with surrounding uses to become part of the neighborhood by utilizing cohesive architecture, lively streetscapes, interesting urban spaces and attractive landscaping*

   Projects subject to a discretionary review and approval process must have their design approved by City Staff, as well as the Planning Commission. Design Review at the City of Artesia seeks to assess proposed projects in a discretionary and holistic manner, so as to ensure compatibility with the site context and surroundings. Where applicable, staff mandate project-specific open space requirements, together with the use of design materials that are harmonious and in rhythm with the surrounding community.

10. *Encourage production of Accessory Dwelling Units (Action HE 1.2d)*

    During Calendar Year 2025, the City approved a total of 38 accessory dwelling units, also known as ADUs. This number is useful in realizing the objective of expanding the number of extremely low, very low-, and moderate-income housing in the City. ADU's in the City are considered moderate income non-deed-restricted housing, and thus represent a significant portion of the moderate-incoming housing recently approved. Furthermore, where possible, the City has updated its ADU ordinance to achieve compliance and conformity with changing State directives and guidelines.

<u>Annual Housing Element Progress Report</u>

Staff and consultants worked together with HCD on the review and ultimate submission of the Housing Element Update. Following months of review and hard work finalizing the Housing Element, a final, updated draft was submitted to the HCD for their review on February 10, 2026. Subsequently, HCD has confirmed receipt of the submittal, and will soon begin reviewing it.

In compliance with Government Code Section 65400, staff has prepared the Annual Housing Element Progress Report for Calendar Year 2025, which is included as part of the General Plan Progress Report. Staff prepared the report using the forms and tables prepared and required by HCD. The draft Annual Housing Element Progress Report includes information related to the construction of affordable housing, rehabilitated homes, and the Regional Housing Needs Assessment (RHNA) requirements. RHNA prescribes the number of additional housing units that will need to be constructed at different income levels in the City to accommodate anticipated population growth. The 2021-2029 RHNA obligations, also known as the Sixth Cycle, as prepared by the Southern California Association of Governments (SCAG), establish the planning period goal of approximately 1,069 units for the City. These 1,069 units are subsequently divided into the following four (4) household income categories, along with their respective unit count:

Very-Low Income	312 units
Low Income	168 units
Moderate Income	128 units
Above-Moderate Income	461 units
Total	1,069 units

During 2025, the City finaled 11 new residential units at the above-moderate income level. Of these new residential units, ten (10) units were finaled in the City's different multi-family zoning districts. However, the City has not issued any building permits for new residential construction of very-low, low, or moderate multifamily income units during this planning period. That said, the production of moderate-income accessory dwelling units remains robust, as described above. As such, the City continues to encourage and promote the development of affordable housing, including seeking established affordable housing partners and consolidating City-owned parcels, so to meet the goals of the Housing Sub-Element and SCAG RHNA allocation.

FISCAL IMPACT:

There is no financial impact to the General Fund associated with the approval and submission of this Report. By filing the Report with OPR and HCD, the City will be in compliance with Government Code Section 65400.

RECOMMENDED COUNCIL ACTION:

Staff recommends that the City Council, by motion, approve the General Plan Annual Progress Report, inclusive of the Annual Housing Element Progress Report for Calendar Year 2025, and direct staff to file the reports with the State of California Office of Planning and Research (OPR) and the California Department of Housing and Community Development (HCD).

Attachments

General Plan and Housing Element APR.pdf

CITY OF ARTESIA

GENERAL PLAN ANNUAL PROGRESS REPORT
CALENDAR YEAR 2025

Prepared by:
The City of Artesia Community Development Department

Date of Annual Report

The Artesia City Council will review the 2025 General Plan Annual Report at its regularly scheduled March 9, 2026 meeting.

Purpose of the Annual Report

California Government Code Section 65400 requires the City of Artesia to file an annual report addressing the status of the General Plan, and its progress toward the goals and objectives set forth in the General Plan. The annual report will be provided to the City Council, the Governor's Office of Planning and Research (OPR), and the California Department of Housing and Community Development (HCD). The annual report provides a means to review the General Plan, as well as to determine if changes need to be made in the plan or its implementation. Additionally, the report provides information on the measurable outcomes and actions associated with the implementation of the plan. This annual report addresses and summarizes Calendar Year 2025-specific actions and progress towards the broader goals stipulated in the General Plan.

Purpose of the General Plan

The Artesia General Plan was adopted by the City Council on November 8, 2010. The purpose of the Plan is to guide the growth and development of Artesia through the year 2030. As such, the document provides goals and policies which will assist the City in achieving its economic, environmental, and community development objectives. The General Plan is comprised of four (4) elements. These four elements include Community Development and Design; Community Resources and Wellness; Community Culture and Economy; and Sustainability.

Based on the goals and recommendations set forth in the General Plan, the City Council, Planning Commission, and other organizations, may take a series of steps toward achieving the larger goals of the City. The development decisions of the City are focused through the implementation of programs contained in the General Plan.

The Artesia General Plan is a public document and is available for the public to view. Copies are available for review at the Artesia Library and Artesia City Hall. Additionally,

a digital copy is available on the official City website at the following location: http://www.cityofartesia.us/258/General-Plan-Update

Status of the General Plan – Community Development and Design Element

The Community Development and Design Element within the Artesia General Plan contains the following sub-elements: (1) Land Use; (2) Housing; (3) Circulation and Mobility; and (4) Community Facilities and Infrastructure.

1. Land Use Sub-Element
   The Land Use Sub-Element establishes policies for determining where certain land uses, such as residential, commercial, and industrial, are most desirable. This sub-element defines the physical areas in the City serving the needs of residents, businesses, and visitors. This sub-element is continually updated to reflect ongoing changes to the City's zoning and land use structure, including the adoption of specific plans.

   a) *Maintain standards for circulation, noise, setbacks, buffer areas, landscaping and architecture to ensure compatibility between different uses (Policy Action LU 2.1.1)*

      During Calendar Year 2025, the City continued to enforce standards and requirements for noise, setbacks, landscaping and architecture, as outlined in the Artesia Municipal Code. Through the development review process, projects are carefully reviewed and individually assessed on the basis of their developmental characteristics, including compatibility with neighboring properties and land uses.

   b) *Continue to monitor maintenance standards in neighborhoods to maintain high standards of appearance* and *stability in the neighborhood (Policy Action LU 2.2.1).*

      During Calendar Year 2025, the City continued to monitor required maintenance standards as outlined by the Artesia Municipal Code (AMC). The City opened 798 Code Enforcement cases and successfully abated 722 cases. The City continues to proactively utilize the Artesia Housing Conditions Survey as the basis for identifying target areas that require priority attention. Additionally, the City continues to respond to reports of Municipal Code violations and health and safety hazards. Elsewhere, unpermitted construction, business uses, landscaping care and maintenance, along with development activity identified by Code Enforcement staff, served as the basis for the enforcement of the City's high standards for appearance in its residential neighborhoods. Additionally, for the first time, the City adopted a vacant property ordinance. The new ordinance establishes standards for the appearance, maintenance, and upkeep of approximately 32 vacant properties

in the City.

2. Housing Sub-Element

Pursuant to Government Code Section 65400, the City is required to prepare an annual report on the status and progress in implementing the City's Housing Element. This is to be done using forms and definitions adopted by the California Department of Housing and Community Development (HCD). The completed forms and State-provided spreadsheet for Calendar Year 2025 are attached as **"Attachment 1"** to this report.

The Housing Sub-Element identifies goals, objectives, policies and action programs that address the housing needs of Artesia. There are a number of City plans and programs which work to implement the goals and policies of the Housing Sub-Element. Specifically, the Housing Element addresses active and future housing production in the City, including by income level, zoning, and in accordance with regionwide housing objectives.

a) *Continue to monitor maintenance standards in neighborhoods to maintain high standards of appearance and stability in the neighborhood (Policy Action LU 2.2.1).*

During Calendar Year 2025, the City continued to monitor required maintenance standards as outlined by the Artesia Municipal Code (AMC). The City opened 798 Code Enforcement cases and successfully abated 722 cases. The City continues to proactively utilize the Artesia Housing Conditions Survey as the basis for identifying target areas that require priority attention. Additionally, the City continues to respond to reports of Municipal Code violations and health and safety hazards. Elsewhere, unpermitted construction, business uses, landscaping care and maintenance, along with development activity identified by Code Enforcement staff, served as the basis for the enforcement of the City's high standards for appearance in its residential neighborhoods. Additionally, for the first time, the City adopted a vacant property ordinance. The new ordinance establishes standards for the appearance, maintenance, and upkeep of approximately 32 vacant properties in the City.

b) *Encourage alternate modes of transportation, including rail, vanpooling, carpooling, pedestrian walkways, bicycling and Transportation Demand Management plans and programs (Policy Action CIR 4.2.4).*

During Calendar Year 2025, the City of Artesia approved the Downtown Specific Plan (DTSP) and Mixed-Use Ordinance (MU-O). The policies, plans, and actions of the DTSP and MU-O were designed to facilitate increased urban development in and to transform the City's core. In implementing this, the City is encouraging alternate modes of transportation, including mass transit, carpooling, vanpooling, and pedestrian activity, by centralizing assets

and rezoning much of the core city area. By retooling development standards and concentrating future development along corridors accessible to alternative modes of transportation, including ride share and carpool uses, the City is increasing the feasibility of and infrastructure designed for transportation by rail, carpooling, bicycle, and on foot. Additionally, the bicycle lanes on 166th Street were restriped, allowing for greater visibility and ease of use.

c) *Amend the Zoning Code to implement mixed-use zoning districts that provide development standards for mixed-use development, which should address minimum density and intensity requirements; allowable uses; horizontal and/or vertical mix of uses; building heights; and parking standards.*

During Calendar Year 2025, the City approved the Artesia Downtown Specific Plan (DTSP) and Mixed-Use Ordinance (MU-O). Collectively, the specific plan and ordinance will allow for greater levels of transit-oriented development (TOD) and a broader assortment of urban uses permitted in the City. The DTSP aims to guide future development and will allow for greater levels of residential and mixed-use development in the City core, whereas the MU-O expands the geographic footprint of areas in the City zoned for mixed-use and affordable housing.

The DTSP and MU-O will execute these goals primarily through, but not limited to, the following Project components: a General Plan amendment, rezoning of the subject areas, increase in the dwelling units permitted and where said units may be permitted, development standards that encourage more functionally urban designs, as well as the overall promotion of mixed-use development. Additionally, changes to land use and zoning designations will accommodate targeted growth and provide greater consistency to the aforementioned design and development standards. These substantial zoning changes, together with the use of the State Density Bonus Law (Government Code §§65915-65918), have resulted in several of the largest-scaled urban development projects proposed in the City's history.

d) *Encourage new development and redevelopment to provide parks, plazas or open space areas (Policy Action OS 1.2.2).*

During Calendar Year 2025, the City continued to prioritize new park, plazas, and open space areas. Of note, the City was awarded the gold level of the Gateway Cities Energy Action Award (GCEAA) for the third year straight. Addressing park inequity among Artesia residents and improving park quality has been a key factor behind realized and ongoing improvements at the City's parks. Notable recent accomplishments and improvements include the comprehensive renovation of the Albert O. Little Community Center, a new roof for the A.J Padelford Park community center, and the new Youth

Activities after-school program. In addition, the City completed the Historic District Recreation Trail tree and landscape arrangements. Elsewhere, plans were approved by the City Council for the Botanical Garden, which provides walking trails, passive open space, exhibitions on local flora, and areas for community events, at a site located at 11462 178th Street.

e) *Informational Manuals/Handouts (Action HE 5.1a)*

Planning staff worked to inform City residents and stakeholders on a variety of ongoing and future planning initiatives. Through open houses, the dissemination of fliers and newsletters, as well as dedicated pages on the City website, and Notices of Availability and Determination through the California Environmental Quality Act (CEQA), the Planning Division utilized a number of methods to ensure that informational manuals and handouts reached the applicable target audience.

f) *Explore opportunities to encourage growth in sectors that provide fiscal revenue (Policy Action ED 2.1.2).*

As mentioned above, the adoption and implementation of the Artesia Downtown Specific Plan (ADSP) and Mixed-Use Ordinance (MU-O) are designed to incentivize and encourage further development and economic activity in the City's core. In expanding the geographic footprint for urban, mixed uses, as well as increasing flexibility in the types of land uses permitted, the City expects growth opportunities in the commercial business and residential sectors and tax bases, respectively.

g) *Increase the extremely low, very low, low and moderate-income housing stock (Policy H 1.2).*

A total of 49 building permits of all types were approved in Calendar Year 2025. This represents a deep and unwavering commitment to housing production, which has resulted in year-over-year increases to the City's stock of moderate (also known as workforce housing) housing totals. Apart from this, the City has partnered with affordable housing partners to better facilitate the future production of affordable housing.

In particular, 38 accessory dwelling units, also known as ADUs, were approved during Calendar Year 2025. This represents a significant lifeline for many Artesia homeowners and residents alike. For some, the construction and renting of an ADU allows for important additional income to be made, bolstering their chances of remaining in the City. In recent years, ADUs have represented the single-largest type of residences approved in the City.

h) *Rezone underperforming commercial properties in order to effectively transition them to more viable land uses. (Policy Action LU 3.1.1)*

The adoption and implementation of the Mixed-Use Ordinance (MU-O) will encourage mixed-use real estate development along retail corridors where development has lagged or has otherwise not seen recent momentum. In facilitating this change, the City is investing in its long-term future by incentivizing development in areas where commercial development has slowed. Several proposed or envisioned Planning entitlements on Artesia Boulevard are in review, not only taking advantage of recent rezoning and zoning overlay changes are in review, but speaking to the viability of the proposed new land uses.

Recently adopted and implemented specific plans, including the Arkansas Street Specific Plan, Artesia Boulevard Corridor Specific Plan, and the Downtown Specific Plan, along with the Mixed-Use Corridor, have aided considerably in the rezoning of underperforming commercial properties.

i) Ensure mixed-use developments are integrated with surrounding uses to become part of the neighborhood by utilizing cohesive architecture, lively streetscapes, interesting urban spaces and attractive landscaping

Projects subject to a discretionary review and approval process must have their design approved by Planning staff as well as the Planning Commission. Design Review at the City of Artesia seeks to assess proposed projects in a discretionary and holistic manner, so as to ensure compatibility with the site context and surroundings. Where applicable, staff mandate project-specific open space requirements, together with the use of design materials that are harmonious and in rhythm with the surrounding community.

j) Encourage production of Accessory Dwelling Units (Action HE 1.2d)

During Calendar Year 2025, the City approved a total of 38 accessory dwelling units, also known as ADUs. This number is useful in realizing the objective of expanding the number of extremely low, very low-, and moderate-income housing in the City. ADU in the City are considered moderate income non-deed-restricted housing and thus represent a significant portion of the moderate-incoming housing recently approved. Furthermore, where possible, the City has updated its ADU ordinance to achieve compliance and conformity with changing State directives and guidelines.

In compliance with Government Code Section 65400, staff has prepared the Annual Housing Element Progress Report for Calendar Year 2025 (**"Attachment 1"**), which is included as part of the General Plan Progress Report. Staff prepared the Report using the forms and tables prepared and required by HCD. The draft Annual Housing Element Progress Report includes information related to the construction of affordable housing, rehabilitated homes, and the Regional Housing Needs Assessment (RHNA) requirements. RHNA prescribes the

number of additional housing units that will need to be constructed at different income levels in the City to accommodate anticipated population growth. The 2021-2029 RHNA obligations, also known as the Sixth Cycle, as prepared by the Southern California Association of Governments (SCAG), establish the planning period goal of approximately 1,069 units for the City. These 1,069 units are subsequently divided into the following four (4) household income categories, along with their respective unit count:

Very-Low Income	312 units
Low Income	168 units
Moderate Income	128 units
Above-Moderate Income	461 units
Total	1,069 units

During 2025, the City finaled 11 new residential units at the above-moderate income level. Of these ten (10) new residential units were finaled in the City's different multi-family zoning districts. However, the City has not issued any building permits for new residential construction of very-low, low, or moderate multifamily income units during this planning period. That said, the production of moderate-income accessory dwelling units remains robust, as described above. The City continues to encourage and promote the development of affordable housing to meet the goals of the Housing Sub-Element and SCAG RHNA allocation.

3. Circulation and Mobility Sub-Element

The City's Circulation and Mobility Sub-Element addresses the physical transportation system. These include, but are not limited to, streets, highways, roadways, bicycle routes, and sidewalks; as well as various modes of transportation. Transportation modes include automobiles, buses, trucks, rail, bicycles, rideshare, and walking.

a) Actively pursue Federal, State, and regional funds for local and regional roadway, bikeway, pedestrian walkway and other transportation improvements (Policy Action CIR 1.1.4).

During Calendar Year 2025, the City continued to pursue grants from multiple funding sources, including Safe Streets for All and the United States Department of Transportation (USDOT). Recently, the City was awarded grant funding from two (2) sources to be used on improvements to the City's roadways and pedestrian walkways. The first grant, in the amount of $209,430, from the California State Highway Safety Improvement Program, is to fund roadway surface improvements and the installation of enhanced crosswalks. The second grant is in the amount of $6,000,000 from Former Congresswoman Michelle Steel and the California State Community Project Funded Congressional Directed Spending Program to fund roadway improvements throughout the City.

b) *Encourage mixed-use developments that combine residential and/or commercial or recreational uses, thereby improving convenience and reducing trip generation. (Policy Action CIR 4.1.1)*

During Calendar Year 2025, the City adopted the Artesia Downtown Specific Plan, which established land-use and development standards consistent with the goals of transit-oriented development. Downtown Artesia will be the terminus location for the future Southeast Gateway Line (SGL) light rail train, to be operated by the Los Angeles County Metropolitan Transportation Authority. The SGL will provide one-seat service from Artesia to Downtown Los Angeles, ultimately connecting the City to the greater Metro rail network. It is the City's belief that this investment will promote tourism and investment in the City and allow residents to access regional education, employment, and service centers across the region.

c) *Encourage alternate modes of transportation, including rail, vanpooling, carpooling, pedestrian walkways, bicycling and Transportation Demand Management plans and programs (Policy Action CIR 4.2.4).*

Advanced utility relocation work continued along the future Metro Southeast Gateway light rail line. The light rail project, which will span 14.5 miles, will connect Downtown Los Angeles and Artesia. Downtown Artesia will be the rail line's terminus, and the station will be located in Downtown Artesia. The light rail line is anticipated to open for service in 2035.

During Calendar Year 2025, the City, under contract with Precision Concrete, remediated a total of 4,723 square feet of sidewalks as part of the FY 24-25 Citywide Sidewalk Improvement Project. The improvements bring sidewalks into ADA compliance, reduce liability along pedestrian walkways, and encourage walking as a safe mode of transportation.

d) *Improved aesthetic quality and maintenance of arterial highways and local roadways (Community Goal CIR 2).*

During Calendar Year 2025, the City updated its Pavement Management Plan. Also during this period, the City conducted 380,769 square feet of street resurfacing on nine (9) local roads in the City of Artesia in accordance with the plan. The rehabilitation project also included the reconstruction of damaged or dilapidated curb and gutters, curb ramps, as well as sidewalk panels in the project area.

Collectively, the rehabilitations encouraged alternate modes of transportation by improving pedestrian walkways in the project area. The project's scope of work included eliminating major sidewalk hazards, installing enhanced crosswalks, and constructing ADA compliant curb ramps.

Street improvements during Calendar Year 2025 include projects along 195th

Street from Ely Avenue to Flora Vista Street, and Flora Vista Street from Norwalk Boulevard to 195th Street. Additionally, at Pioneer Boulevard and 175th Street, a street repair to fix uplifted asphalt resulted in 636 square feet of improved street surface.

e) *Maintain and replace street trees as needed to achieve their aesthetic purpose and avoid damage to streets and sidewalks (Policy Action CIR 2.1.5).*

During Calendar Year 2025, the City, under contract with West Coast Arborists, pruned and maintained 980 mature trees citywide. This work was performed in accordance with the City's regularly scheduled maintenance. Additionally, the City's Maintenance Department pruned and maintained approximately 65 younger trees that were not covered under contract with West Coast Arborists. A total of 25 trees were removed, either because they posed an immediate threat to public safety or removal was necessary to avoid further significant damage to streets and sidewalks.

f) *Explore development of City shuttle system using fuel-efficient/alternative fuel vehicles (Policy Action CIR 5.1.1).*

During Calendar Year 2025, the City continued operating a free electric bus service, Artesia Transit. The bus, which runs on a fixed route within the City, is free for Artesia residents and visitors. The City expanded this operational service of the bus from Thursday-Saturday to Tuesday-Saturday. The total ridership in 2025 was 4,836 riders.

g) *Work with Caltrans to review, monitor and improve as necessary on-/off-ramps at the 91 freeway (Policy Action CIR 6.1.1).*

During Calendar Year 2025, the City continued to work with Caltrans and Metro on their efforts to expand and maintain State Route 91 within the City limits. As part of its proposed State Route 91 (SR-91) improvements, Caltrans is proposing major improvements to on-/off- ramps located at Pioneer Boulevard and State Route 91. Presently, the expansion project is in the final planning phase.

Additionally, Caltrans is working on a major $34 million sign rehabilitation and safety improvement project along a 14.7-mile stretch of SR-91 in Los Angeles between Gardena and the Orange County Line. As proposed, work will include upgrading bridge railings, replacing guardrails, improving lighting, restoring landscaping, and enhancing worker and motorist safety.

4. <u>Community Facilities and Infrastructure Sub-Element</u>
The Community Facilities and Infrastructure Sub-Element provides official policy direction for the use, maintenance and location of general sanitary sewer, solid waste, drainage, potable water facilities, and natural groundwater recharge areas

in conformance with the General Plan's Land Use Sub-Element.

a) *Conduct a community needs assessment to determine where service gaps exist in community facilities and where particular types of programs could best meet neighborhood needs. (Policy Action CFI 1.2.1).*

   During Calendar Year 2025, the City completed an Americans with Disabilities Act (ADA) self-evaluation, so as to comply with Title 2 of the ADA. This evaluation identified needed improvements and will inform future investments in accessibility upgrades. To this effect, the planned replacement of the bathrooms at Artesia Park are designed to achieve compliance with the ADA.

   The City also entered into a contract in 2025 which will provide short surveys for residents to take and provide feedback for community offerings and programs. In 2025, the City worked to recruit residents to sign up to take the surveys in order to launch the first survey in January 2026.

b) *Support sustainable wastewater services that respect and improve the natural environment (Policy Action CFI 3.1.3).*

   During the 2025 Calendar Year, the City continued to support and expand upon its sustainable wastewater services. Central to this was the implementation of programs such as the National Pollutant Discharge Elimination System permit program, the Lower San Gabriel River Watershed Management Program, Low-Impact Development (LID) Ordinance (Municipal Code Title 6 Section 7.10), and Los Angeles County's Safe Clean Water Program. The City continues to search for opportunities to support stormwater reuse and improvements to the natural environment.

c) *Continue to participate in the National Pollutant Discharge Elimination System permit program (Policy Action CFI 3.1.4).*

   During the 2025 Calendar Year, the City continued its implementation or the National Pollutant Discharge Elimination System permit program. Conformance with this is mandatory for contractors and developments working in the City.

d) *Review the use of natural features such as bioswales, wildlife ponds, and wetlands for flood control and water quality treatment in conjunction with new development or redevelopment projects (Policy Action CFI 3.1.5).*

   During the 2025 Calendar Year, the City continued to actively review the use of natural features for flood control and water quality treatment in conjunction with new development or redevelopment projects. This review is mandated by the City's implementation of the Lower San Gabriel River Watershed Management Program, the Low-Impact Development (LID) Ordinance, and

Los Angeles County's Safe Clean Water Program. Moving forward, the City will continue to conduct these reviews and administer the aforementioned programs, particularly in conjunction with new development in the City.

e) *Provide public education information and outreach materials regarding proper materials handling practices to assist residents and businesses in complying with surface water quality regulations and to increase awareness of potential impacts to the environment resulting from improper containment for disposal practices (Policy Action CFI 3.1.6).*

During the 2025 Calendar Year, the City provided public information and outreach materials regarding the handling of safe materials, and the potential impacts to the environment that may arise from improper disposal practices. This information is available to both residents and business owners, and is provided through the City's National Pollutant Discharge Elimination System (NPDES) Program. Contractors and developers are regularly informed of such procedures during the permit issuance process, and such information is regularly made open to the public. Additionally, the City received Measure W funds. Accordingly, the program funds were used to increase awareness and improve the efficiency of City programs.

Status of the General Plan – Community Resources and Wellness Element

The Community Resources and Wellness Element within the Artesia General Plan contains the following sub-elements: (1) Air Quality and Climate Change; (2) Open Space and Conservation; (3) Community Safety; and (4) Noise.

1. Air Quality and Climate Change Sub-Element
As adopted, the Air Quality and Climate Change Sub-Element is intended to protect the public's health and welfare by implementing the measures that allow the South Coast Air Basin to attain Federal and State air quality standards. The policies listed below highlight the City's ongoing efforts to protect and promote public health through air quality measures.

a) *Promote and participate in cooperative efforts with agencies and communities in the South Coast Air Basin to achieve clean air (Policy Action AQ 1.1.1).*

During Calendar Year 2025, the City continued to cooperate in efforts with agencies and communities in the South Coast Air Basin to achieve cleaner air in the region. The City regularly coordinated with the Air Quality Management District (AQMD) on the demolition of structures, along with the abatement and removal of hazardous materials. Additionally, new restaurants and businesses are required to complete an AQMD form to determine if any relevant permits may be necessary.

b) *Support programs that reduce emissions from building materials and methods that generate excessive pollutants through incentives and/or regulations*

(Policy Action AQ 1.3.2).

During Calendar Year 2025, the City continued to implement the Construction and Demolition Debris Program. The Program requires that sixty-five percent (65%) of nonhazardous construction and demolition waste be recycled and/or salvaged for reuse. The City continues to support programs that reduce emissions and waste from building materials. Contractors and developers working in the City are notified of such waste recycling and diversion initiatives during the permit issuance process.

c) *Explore options for a city-wide compost program for food waste (Policy Action SUS 2.2.2.).*

During Calendar Year 2025, the City implemented SB 1383, which stipulates mandatory recycling for organic materials. The City held several educational programs in 2025 following the program ‘s implementation. The City also distributed countertop composting pails to residents to assist with program compliance.

d) *Continue preventative maintenance and repair of City Vehicles and equipment, and investigate the possibility of converting vehicle fleet to clean fuel vehicles (Policy Action AQ 2.1.7)*

The 2025 Calendar Year was the first full year in which the City utilized Enterprise Fleet Management. The goal of the City’s contracting with Enterprise Fleet Management is to provide preventative maintenance and management services for all City-owned vehicles.

Elsewhere, the City replaced one (1) aging vehicle in the Public Works Department. The new vehicle has increased vehicle reliability and efficiency, while reducing repair-related expenditures.

e) *Consider alternative work schedules for City employees to reduce employee driving (Policy Action QA 2.1.3).*

During the 2025 Calendar Year, the City continued its voluntary Hybrid and Remote Work Policy. The policy allows eligible employees the opportunity to work from home for a maximum of two (2) days per week, thereby reducing the need to drive to work every day, while also providing alternatives to driving.

2. <u>Open Space and Conservation Sub-Element</u>

The Open Space and Conservation Sub-Element provides official direction regarding the conservation and utilization of natural resources in the City. It also outlines strategies and actions to preserve and enhance open space areas in the City and meet the recreational needs of its residents.

a) *Encourage new development and redevelopment to provide parks, plazas or*

open space areas (Policy Action OS 1.2.2)

During Calendar Year 2025, the City completed improvements on the Historical District Recreational Trail. Said improvements included the installation of plants and trees, along with trail beautification and maintenance. The trails were first opened for public use during Calendar Year 2020. Improvements to the Historical District Recreational Trails will be amended in the future to accommodate the arrival of Metro to Artesia.

During Calendar Year 2025, the City continued to work on the plans and development for the Botanical Garden. In 2025, the City demolished the vacant structures on the property, completed a tree inventory, as well as completed all necessary environmental analyses. The City Council approved the design for the Botanical Garden and the project entered into plan check in 2025.

During Calendar Year 2025, the City prioritized the renovation of existing facilities. To this effect, the City repainted the exterior buildings at Artesia Park, replaced the flooring at the Albert O. Little Community Center, and renovated the roof at the North Artesia Community Center, located at A.J. Padelford Park. Also at A.J. Padelford Park, new outdoor exercise equipment was installed near the playground.

b) *Consider land acquisition of vacant lots, abandoned properties, and unused rail right of way for neighborhood parks, pocket parks, and linear parks within existing neighborhoods (Policy Action OS 1.2.3).*

During Calendar Year 2025, the City acquired one (1) additional parcel to expand A.J. Padelford Park and applied for additional grant funds to acquire more parcels. The City developed the previously-acquired property by installing irrigation and grass and opened to the public in 2024. Lot consolidation efforts to expand the A.J. Padelford Park are ongoing.

3. <u>Community Safety Sub-Element</u>

The Community Safety Sub-Element provides comprehensive policies to prepare for and protect against fires, floods, and other major disasters. Its aim is to reduce the potential risk of loss of life, injuries, property damage, and economic and social dislocation resulting from hazards such as fires, floods, earthquakes, and landslides.

a) *Encourage cooperative agreements between the Sheriff's Department and local organizations such as schools and business groups. (Policy Action SAF 1.1.3)*

During Calendar Year 2025, the City co-sponsored with the Los Angeles County Department of Animal Care and Control for the "Vet in the Park Day" event at Artesia Park. This event provided free services such as pet exams,

vaccines, microchipping, and deworming medications. Also, spay and neuter services were provided to qualified animals, as well as pet licensing. This event promoted the health, safety, and welfare of people and animals.

Additionally, the City partnered with a private security company to provide added visibility in neighborhoods at night. These efforts supplement both the Sheriff's work in the City, as well as that of the Code Enforcement Division and Public Works Department by assisting in identifying graffiti, bulky item dumping and other vandalism.

b) *Adopt and require compliance with the most current versions of State or County building codes, or other relevant codes (Policy Action SAF 2.1.2).*

During Calendar Year 2025, the City continued to utilize the current Los Angeles County Building codes, which incorporated the new 2025 California Building Code. The City of Artesia continues to require compliance with the current versions of State and County building codes. The most-current code cycle, the year 2025 California Building Code, was adopted in February 2026.

c) *Continue to contract with the Los Angeles County Sheriff's Department to provide quality police protection for the City's population and regularly communicate to ensure needs are met (Policy Action SAF 5.1.1).*

During Calendar Year 2025, the City continued to contract with the Los Angeles County Sheriff's Department to provide quality police protection for the City's population. In 2025, the City Council continued funding the Sheriff's contract to include a dedicated Sergeant to serve Artesia's residents and increase police protection for the City's residents. Calendar Year 2025 efforts build upon this. Additionally, the City's purchased and installed an additional four (four) license plate readers, which added to the existing stock, for a total of fifteen (15), actively assist the City in criminal investigations and crime prevention.

Sheriffs regularly attend and engage with the community at City events, including the International Street Fair and Diversity Festival, Dog Day Afternoon, the annual Spring Eggstravaganza & Public Safety Expo, National Night Out, BBQ with the Sheriff's at the park, and semiannually "coffee with a cop" events in the community.

d) *Continue to contract with the County of Los Angeles Public Works Department for building safety review services (Policy Action SAF 6.2.2).*

During Calendar Year 2025, the City continued to contract with the County of Los Angeles Public Works Department for building safety review services. Building inspections, plans review, and permit issuance are several of the services offered by our contract staff.

e) *Ensure that adequately trained staff is available to provide essential emergency public services (Policy Action SAF 7.1.1).*

During Calendar Year 2025, the City continued to adhere to the City's Local Hazard Mitigation Plan (LHMP) and Emergency Operations Plan (EOP) and began the process to update the LHMP and EOP. Regular meetings take place to ensure compliance and an elevated state of preparedness in the face of natural disasters.

In 2025, the City rolled out and implemented a robust emergency management training program to train Emergency Operations Center (EOC) staff in their roles, how to work between section areas, and implemented a mock emergency in conjunction with the statewide Great Shake Out event in October. The City's Safety Committee was key in implementing the mock event, and meets quarterly during the year to ensure safety for staff and the public at city facilities.

4. Noise Sub-Element

The Noise Sub-Element identifies noise sources in the City, evaluates the potential for noise conflicts and problems, and identifies ways to reduce existing and potential noise impacts.

a) *Enforce noise standards, as contained in the City's Noise Ordinance (Policy Action N 1.1.1).*

During Calendar Year 2025, the City continued to enforce noise standards through the City's Code Enforcement Department. Violators of the City's Noise Ordinance were cited and required to adhere to the City's permissible exterior sound limits. The City will continue to enforce noise standards through the City's Code Enforcement Department.

b) *Implement noise mitigation by placing conditions of approval on development projects, and require a clear description of mitigation on subdivision maps, site plans, and building plans for inspection purposes (Policy Action N 1.1.3).*

During Calendar Year 2025, the City continued to implement and enforce discretionary conditions of approval on restaurant development projects that include outdoor seating, except for within the greater downtown area. With relation to noise mitigation, a key condition is that noise levels allowed for any outdoor music are to be limited, so as to maintain a safe and healthy environment for the community. The City continues to work with, and listen to, community members, as it works towards implementing additional noise mitigation measures.

Status of the General Plan – Community Culture and Economy Element

The Community Culture and Economy Element within the Artesia General Plan contains

the following sub-elements: (1) Cultural and Historical Sub-Element; (2) Economic Development.

1. Cultural and Historical Sub-Element
   The Cultural and Historical Sub-Element provides comprehensive policies to guide the preservation, protection, restoration and rehabilitation of cultural and historic resources in the City.

   a) *Promote events and activities highlighting cultural and historic resources, and integrate cultural and historic aspects into City-sponsored events and programs (Policy Action CHR 2.1.1).*

      During Calendar Year 2025, the City sponsored celebrations and activities as part of its annual events program. The City's largest annual event, the International Street Fair and Diversity Festival, showcased the cultural diversity of the City with live performances, arts and craft vendors, and international food vendors.

      In 2025, the City initiated a program to ensure City employees learned the history of Artesia by arranging tour of the City's museums in partnership with the Artesia Historical Society. The City also continued its partnership with the Artesia Historical Society by maintaining the museum's properties and funding utility services so that the Historical Society can conduct school tours with the ABC Unified School District.

2. Economic Development Sub-Element
   The Economic Development Sub-Element presents policies to support a diverse, innovative, competitive, entrepreneurial, and sustainable local economy. These policies are designed to realize the City's economic goals, achieve an elevated standard of living in the City, and to foster and harness economic growth. Collectively, these increase tax revenues, the standard of living and attractiveness of the City, and overall quality of life.

   a) *Support a business-friendly environment for businesses to locate in Artesia and existing businesses to flourish (Policy Action ED 1.2.3).*

      During Calendar Year 2025, the City worked diligently to create a pro-business environment for City businesses and stakeholders. In 2025, the City hired a new position to be the official point of contact for business license inquiries and assistance. This effort ensures that businesses are not required to work with multiple departments as their applications make the way from the online portal to zone verification, and plan check by centralizing the point of contact. This liaison also provides new business information to the Artesia Chamber of Commerce for assistance with grant openings, membership and promotional opportunities.

      Also, during Calendar Year 2025 the City continued to participate in the

Gateway Cities Regional Fiber Network project. When constructed, the project will boast 120 miles of high-speed broadband fiber throughout the Gateway Cities region. Which may eventually provide capacity to expand to business districts.

b) *Support a business-friendly environment for businesses to locate in Artesia and existing businesses to flourish (Policy Action ED 1.2.3).*

The City continues to assist businesses through assistance with business license review, with the help of the new full-time staff member for business licenses, and expedited support online in the City's HDL business license software. Other notable achievements include the launching of an Enhanced Infrastructure Financing District (EIFD), as well as beginning the process with a consultant to work on the creation of Business Improvement District (BID) for Downtown Artesia.

c) *Continue to promote resident access to job training, skill enhancement and educational excellence (Policy Action ED 1.3.2).*

During Calendar Year 2025, the City continued to work with the Southeast Los Angeles County Workforce Development Board. The Board has partnered with Artesia to provide services including resume assistance, job training, business development, and skills enhancement. These services are free to the community.

Additionally, the City continued to work with Youth @Work Program with the Southeast Los Angeles County Workforce Development Board. In Calendar Year 2025, a total of 25 youth participated in this program This program is designed with the intent of providing job training at City facilities to youth workers.

d) *Maintain a responsible balance of revenue and expenditures (Community Policy Action ED 2.1).*

During Calendar Year 2025, the City closed the 2024-2025 Fiscal Year with a balanced budget that included a surplus of $205,585.

e) *Monitor fiscal health of the community and prioritize capital improvement investments based on the anticipated revenue stream (Community Policy Action ED 2.1.1).*

During Calendar Year 2025, the City adopted an updated Five-Year Capital Improvement Plan. As part of the City's annual budget process, this Plan identifies revenue and ties it to community priorities for infrastructure projects.

f) *Explore opportunities to encourage growth in sectors that provide fiscal revenue (Policy Action ED 2.1.2).*

During Calendar Year 2025, the City adopted the Artesia Downtown Specific Plan (ADSP) and Mixed-Use Overlay Zone (MU-O). These new overlay districts will help to increase the opportunity for mixed use development, funding, and will encourage new businesses to operate in Artesia. In significantly expanding the permissible geographic footage for new businesses and residences, the City is making a steadfast commitment and investment to broaden its projected fiscal revenue.

Status of the General Plan – Sustainability Element

The Sustainability Element defines "sustainability" as development that meets the needs of the present without compromising the ability of future generations to meet their own needs. Sustainability requires that the social and economic decisions made by the City, its residents and business owners allow our economy and community to thrive without destroying the natural resources that support our way of life. Through balancing long-term economic, social, and developmental objectives, the Sustainability Element charts the City's course for progress towards this objective.

1. *Prioritize the reduction of the amount of paper waste in municipal operations wherever possible (Policy Action SUS 2.1.4).*

   During Calendar Year 2025, the City continued to utilize comprehensive case management software that facilitates electronic filing, submittal, note-taking, and client correspondence. The Planning Department and Code Enforcement Department have experienced a significant reduction of paper waste since the software's implementation.

   The City also worked on the soft launch and implementation of the OpenGov permit portal software. Following the full implementation of OpenGov, all project submittals and permit issuance will be done digitally.

   During Calendar Year 2025, the City continued the use of AgendaLink for the digital production of agenda packets for the City Council, City Commissions, and other appointed bodies agendas. Similarly, the City Clerk's Office has experienced a significant reduction of paper waste this the software's implementation.

   In Calendar Year 2025, the City continued to scan and archive paper files and completed the digitization of all employee files. This initiative streamlines record-keeping, enhances data accessibility, and ensures compliance with retention and privacy regulations, as well as reducing paper waste and physical storage needs.

2. *Explore options for a city-wide compost program for food waste (Policy Action SUS 2.2.2.).*

   During Calendar Year 2025, the City continued to follow California Assembly Bill 341 and 1826, which require the City to administer both a commercial solid waste recycling program and a commercial organic waste recycling program.

Furthermore, City continued to implement mandatory organics sorting and recycling, as part of compliance with SB 1383. Pursuant to this, the City continued to provide educational programs and countertop composting pails to assist with program awareness and compliance.

3. *Prioritize the creation and implementation of a Construction and Demolition Debris ordinance to divert a minimum of 65% of waste, and monitor construction projects to ensure compliance. Develop a protocol to monitor progress and continuously improve diversion rate requirement (Policy Action SUS 2.3.1).*

   During Calendar Year 2025, the City continued to implement the Construction and Demolition Debris Program. The Program requires that sixty-five percent (65%) of nonhazardous construction and demolition waste be recycled and/or salvaged for reuse. The City continues to support programs that reduce emissions and waste from building materials.

4. *Promote access to food for a healthy diet, locally and organically grown, if possible, in City facilities and schools. (Policy Action 6.1.2)*

   During Calendar Year 2025, the City provided 499 meals to youth under the age of 18 as part of its Summer Food Service Program. This program provides free meals during the summer months when school is not in session, and school lunches are not available.

5. *Promote the benefits of a healthy lifestyle and education and develop an education program for the community on the benefits of eating locally grown, organic foods. (Policy Action SUS 6.1.4).*

   During Calendar Year 2025, the City hosted the second Artesia 5K Run and Wellness Fair to promotes the benefits of an active and healthy lifestyle, as well as fosters a sense of community spirit.

   Additionally, in 2025, the City initiated the Youth Activities League Afterschool Program (YAL). Through this program, youth participated in a unit surrounding gardening, growing their own vegetables and learning about farm to table benefits.

Attachment 1

Annual Housing Element Progress Report for Calendar Year 2025

Please Start Here

General Information	
Jurisidiction Name	Artesia
Reporting Calendar Year	2025
Contact Information	
First Name	Devan
Last Name	Wells
Title	Assistant Planner
Email	dwells@cityofartesia.us
Phone	5628656262
Mailing Address	
Street Address	18747 Clarkdale Avenue
City	Artesia
Zipcode	90701

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

Click here to download APR Instructions

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

v_01_30_26

Optional: This runs a macro which checks to ensure all required fields are filled out. The macro will create two files saved in the same directory this APR file is saved in. One file will be a copy of the APR with highlighted cells which require information. The other file will be list of the problematic cells, along with a description of the nature of the error.

with the table split across 4 tabs, each of which can fit onto a single page for easier printing. Running this macro will remove the comments on the column headers, which contain the instructions. Do not save the APR file after running in order to preserve comments once it is reopened.

Optional: This macro identifies dates entered that occurred outside of the reporting year. RHNA credit is only given for building permits issued during the reporting year.

Link to the online system: https://hcd.my.site.com/hcdconnect

Toggles formatting that turns cells green/yellow/red based on data validation rules.

Submittal Instructions

Please save your file as Jurisdictionname2025 (no spaces). Example: the City of San Luis Obispo would save their file as SanLuisObispo2025

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

1. **Online Annual Progress Reporting System - Please see the link to the online system to the left.** This allows you to upload the completed APR form into directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*

2. **Email -** If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a scanned or PDF copy of the tables.

Jurisdiction	Artesia	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	10/15/2021 - 10/15/2029

Building Permits Issued by Affordability Summary		
Income Level		**Current Year**
Acutely Low	Deed Restricted	0
	Non-Deed Restricted	0
Extremely Low	Deed Restricted	0
	Non-Deed Restricted	0
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	11
	Non-Deed Restricted	28
Above Moderate		11
Total Units		**50**

Units by Structure Type	**Entitled**	**Permitted**	**Completed**
Single-family Attached	0	0	0
Single-family Detached	1	1	0
2 to 4 units per structure	0	4	0
5+ units per structure	0	6	0
Accessory Dwelling Unit	23	39	11
Mobile/Manufactured Home	0	0	0
Total	**24**	**50**	**11**

Infill Housing Developments and Infill Units Permitted	**# of Projects**	**Units**
Indicated as Infill	34	50
Not Indicated as Infill	0	0

Housing Applications Summary	
Total Housing Applications Submitted:	0
Number of Proposed Units in All Applications Received:	0
Total Housing Units Approved:	0
Total Housing Units Disapproved:	0

Use of SB 423 Streamlining Provisions - Applications	
Number of SB 423 Streamlining Applications	0
Number of SB 423 Streamlining Applications Approved	0

Units Constructed - SB 423 Streamlining Permits			
Income	Rental	Ownership	Total
Acutely Low	0	0	0
Extremely Low	0	0	0
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	**0**	**0**	**0**

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 423 (2023)	0	0

Ministerial and Discretionary Applications	# of	Units
Ministerial	0	30
Discretionary	0	60

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	0
Number of Units in Applications Submitted Requesting a Density Bonus	0
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	4
Sites Rezoned to Accommodate the RHNA	322

Jurisdiction	Artesia	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes												Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Historic Sites	Density Bo Applica
1					2	3	4					5							6	7	8	9	10	11
Prior APN+	**Current APN**	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID**	**Unit Category** (SFA,SFD,2 to 4,5+,ADU,MH)	**Tenure R=Renter O=Owner**	**Date Application Submitted (see instructions)**	**Acutely Low-Income Deed Restricted**	**Acutely Low-Income Non Deed Restricted**	**Extremely Low Income Deed Restricted**	**Extremely Low Income Non Deed Restricted**	**Very Low-Income Deed Restricted**	**Very Low-Income Non Deed Restricted**	**Low-Income Deed Restricted**	**Low-Income Non Deed Restricted**	**Moderate-Income Deed Restricted**	**Moderate-Income Non Deed Restricted**	**Above Moderate-Income**	**Total PROPOSED Units by Project**	**Total APPROVED Units by project**	**Total DISAPPROVED Units by Project**	**Please select state streamlining provision/s the application was submitted pursuant to.**	**Is this project located on a site with an associated historical designation as outlined in Government Code Section 65400(a)(2)(N) and reported on Table L?**	**Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?**
Summary Row: Start Data Entry Below								0	0	0	0	0	0	0	0	0	0	0	0	0				
	7040-017-008 7040-017-002 7040-07-001	SEC of 183rd Street and Arline		Case No.2025-18	5+	R	2/20/2026							6		2		22	30			NONE	No	No
	7035-021-043	11540 Artesia Boulevard		Preliminary Review	5+	R	2/20/2026											40	40			NONE	No	No
	7054-005-054	NEC of Norwalk Boulevard and Hibbert Street		Preliminary Review	5+	R	2/20/2026									2		13	15			NONE	No	Yes
	7035-013-016	17821 Alburtis Avenue		Case No. 2026-03	5+	R	2/5/2026									1		4	5			NONE	No	No
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Jurisdiction	Artesia
Reporting Year	2025 (Jan. 1 - Dec. 31)
Planning Period	6th Cycle 10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in gray contain autocalculation formulas

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier					Unit Types		Affordability by Household Incomes - Completed Entitlement												
1					2	3	4												8
Prior APN*	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2-4,5+,ADU,MH)	Tenure R=Renter O=Owner	Acutely Low Income Deed Restricted	Acutely Low Income Non Deed Restricted	Extremely Low Income Deed Restricted	Extremely Low Income Non Deed Restricted	Very Low Income Deed Restricted	Very Low Income Non Deed Restricted	Low Income Deed Restricted	Low Income Non Deed Restricted	Moderate Income Deed Restricted	Moderate Income Non Deed Restricted	Above Moderate Income	Entitlement Date Approved
Summary Row: Start Data Entry Below																			
	7020-015-027	13422 Hoover Avenue		A-1430	ADU	R											1	10/24/2024	
	7020-015-028	13502 Beaudon Avenue		A-2460	ADU	R											1	2/5/2025	
	7030-005-066	11562 186th Street		A-1430	ADU	R											2	8/22/2025	
	7030-006-018	18701 Studebaker Street		A-2460	ADU	R											1	2/6/2025	
	7030-024-016	11000 Artesia Boulevard		A-2460	ADU	R											1	2/6/2025	
	7040-007-003	18409 Grayland Avenue		A-2394	ADU	R											1	8/26/2024	
	7033-024-028	18601 Elaine Avenue		A-2790	ADU	R									1			11/24/2025	
	7011-007-009	11945 186th Street		A-2340	ADU	R									1			8/26/2024	
	7040-007-026	18405 Grayland Avenue		A-2394	ADU	R											1	8/26/2024	
	7020-015-020	13504 Beaudon Street		A-2790	ADU	R									1			1/15/2025	
	7020-011-002	18450 Dorthi Avenue		A-2550	ADU	R									1			5/1/2025	
	7030-006-014	12346 Carver Lane		A-2587	ADU	R									1			3/6/2025	
	7040-027-007	12018 185th Street		A-2430	ADU	R									1			5/1/2025	
	7033-024-027	18600 Elaine Avenue		A-2790	ADU	R											1	8/26/2024	
	7014-004-007	11134 185th Street		A-2498	ADU	R											1	2/26/2025	
	7033-026-001	17904 Elaine Avenue		A-2804	ADU	R											1		
	7020-009-002	13507 Roseton Avenue		A-3058	ADU	R											1		
	7040-014-012	18501 Stone Avenue		A-2445	ADU	R											1	2/10/2025	
	7040-007-024	18415 Grayland Avenue		A-2394	ADU	R									1			8/26/2024	
	7020-021-015	18618 Hoover Avenue		A-2550	ADU	R									1			3/26/2025	
	7034-009-014	12346 Carver Lane		A-2587	ADU	R									1			3/21/2025	
	7030-006-014	12350 Carver Lane		A-2587	ADU	R										1		3/21/2025	
	7040-007-001	18413 Elaine Avenue		A-2394	ADU	R										1		5/14/2025	
	7020-020-007	18617 Hoover Avenue		A-2550	ADU	R									1			11/17/2025	
	7036-006-021	11625 186th Street	BLDG-1210819	ADU	R											1		12/17/2025	
	7040-014-026	18527 Stone Avenue		A-2561	ADU	R										1		12/26/2024	
	7020-021-016	18614 Hoover Avenue		A-2550	ADU	R									1			3/26/2025	
	7020-007-040	13612 Roseton Avenue		A-2344	ATU	O											1	4/21/2025	
	7011-007-009	11945 186th Street		A-2346	ADU	R										1		4/16/2025	
	7036-006-020	11621 186th Street		A-2748	ADU	R									1	1		11/20/2025	
	7040-031-026	12050 186th Street		A-2449	ADU	R									1			2/5/2025	
	7014-004-006	11140 185th Street		A-2498	ADU	R											1	8/18/2025	
	7014-003-025	11709 Alderwood Street		A-1503	I +	O											39	11/20/2023	39
	7040-027-026	11969 187th Street		A-2471	ADU	R											1	7/17/2025	

Project Identifier					Affordability by Household Incomes - Building Permits												
1					7											9	
Prior APN*	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID	Acutely Low Income Deed Restricted	Acutely Low Income Non Deed Restricted	Extremely Low Income Deed Restricted	Extremely Low Income Non Deed Restricted	Very Low Income Deed Restricted	Very Low Income Non Deed Restricted	Low Income Deed Restricted	Low Income Non Deed Restricted	Moderate Income Deed Restricted	Moderate Income Non Deed Restricted	Above Moderate Income	Building Permits Date Issued	# of Units Issued Building Permits
Summary Row: Start Data Entry Below																	
	7020-015-027	13422 Hoover Avenue		A-1430												11/18/2025	2
	7020-015-028	13502 Beaudon Avenue		A-2460												2/3/2025	1
	7030-005-066	11562 186th Street		A-1430												4/28/2025	2
	7030-006-018	18701 Studebaker Street		A-2460												2/6/2025	1
	7030-024-016	11000 Artesia Boulevard		A-2460												2/6/2025	1
	7040-007-003	18409 Grayland Avenue		A-2394												9/2/2025	1
	7033-024-028	18601 Elaine Avenue		A-2790												4/1/2025	1
	7011-007-009	11945 186th Street		A-2340												12/12/2025	1
	7040-007-026	18405 Grayland Avenue		A-2394												12/10/2025	1
	7020-015-020	13504 Beaudon Street		A-2790												7/11/2025	1
	7020-011-002	18450 Dorthi Avenue		A-2550												6/26/2025	2
	7030-006-014	12346 Carver Lane		A-2587												6/26/2025	2
	7040-027-007	12018 185th Street		A-2430												9/25/2025	2
	7033-024-027	18600 Elaine Avenue		A-2790												8/18/2025	1
	7014-004-007	11134 185th Street		A-2498												8/18/2025	1
	7033-026-001	17904 Elaine Avenue		A-2804												5/29/2025	1
	7020-009-002	13507 Roseton Avenue		A-3058												12/10/2025	1
	7040-014-012	18501 Stone Avenue		A-2445												6/5/2025	1
	7040-007-024	18415 Grayland Avenue		A-2394												9/26/2025	1
	7020-021-015	18618 Hoover Avenue		A-2550												1/24/2025	1
	7034-009-014	12346 Carver Lane		A-2587												9/29/2025	1
	7030-006-014	12350 Carver Lane		A-2587												9/29/2025	1
	7040-007-001	18413 Elaine Avenue		A-2394												11/17/2025	1
	7020-020-007	18617 Hoover Avenue		A-2550												12/12/2025	1
	7036-006-021	11625 186th Street	BLDG-1210819	ADU												12/12/2025	1
	7040-014-026	18527 Stone Avenue		A-2561												4/4/2025	1
	7020-021-016	18614 Hoover Avenue		A-2550												3/26/2025	1
	7020-007-040	13612 Roseton Avenue		A-2344												9/29/2025	1
	7011-007-009	11945 186th Street		A-2346												4/17/2025	1
	7036-006-020	11621 186th Street		A-2748												12/12/2025	2
	7040-031-026	12050 186th Street		A-2449												2/5/2025	1
	7014-004-006	11140 185th Street		A-2498												8/18/2025	1
	7014-003-025	11709 Alderwood Street		A-1503												11/20/2023	39
	7040-027-026	11969 187th Street		A-2471												5/7/2025	1

Project Identifier					Affordability by Household Incomes - Certificates of Occupancy																
1					10												11	12	13	14	15
Prior APN*	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID	Acutely Low Income Deed Restricted	Acutely Low Income Non Deed Restricted	Extremely Low Income Deed Restricted	Extremely Low Income Non Deed Restricted	Very Low Income Deed Restricted	Very Low Income Non Deed Restricted	Low Income Deed Restricted	Low Income Non Deed Restricted	Moderate Income Deed Restricted	Moderate Income Non Deed Restricted	Above Moderate Income	Certificates of Occupancy or other forms of readiness Date Issued	# of Units Issued Certificates of Occupancy or other forms of readiness	Streamlining Please select the state-streamlined project the project was APPROVED pursuant to. (tray select multiple)	Historic Sites Is this project located on a site with an associated historical designation as listed on the Governor's Code Section 65852.2(j)(N and reported on Table L7	Infill Infill Units? YNF	Housing with Financial Assistance and/or Deed Restrictions Assistance Programs for Each Development (only select multiple - see instructions)
Summary Row: Start Data Entry Below																					
	7020-015-027	13422 Hoover Avenue		A-1430													0	NONE	No	Y	
	7020-015-028	13502 Beaudon Avenue		A-2460													0	NONE	No	Y	
	7030-005-066	11562 186th Street		A-1430													0	NONE	No	Y	
	7030-006-018	18701 Studebaker Street		A-2460													0	NONE	No	Y	
	7030-024-016	11000 Artesia Boulevard		A-2460													0	NONE	No	Y	
	7040-007-003	18409 Grayland Avenue		A-2394													0	NONE	No	Y	
	7033-024-028	18601 Elaine Avenue		A-2790													0	NONE	No	Y	
	7011-007-009	11945 186th Street		A-2340													0	NONE	No	Y	
	7040-007-026	18405 Grayland Avenue		A-2394													0	NONE	No	Y	
	7020-015-020	13504 Beaudon Street		A-2790													0	NONE	No	Y	
	7020-011-002	18450 Dorthi Avenue		A-2550													0	NONE	No	Y	
	7030-006-014	12346 Carver Lane		A-2587													0	NONE	No	Y	
	7040-027-007	12018 185th Street		A-2430													0	NONE	No	Y	
	7033-024-027	18600 Elaine Avenue		A-2790													0	NONE	No	Y	
	7014-004-007	11134 185th Street		A-2498													0	NONE	No	Y	
	7033-026-001	17904 Elaine Avenue		A-2804													0	NONE	No	Y	
	7020-009-002	13507 Roseton Avenue		A-3058													0	NONE	No	Y	
	7040-014-012	18501 Stone Avenue		A-2445													0	NONE	No	Y	
	7040-007-024	18415 Grayland Avenue		A-2394													0	NONE	No	Y	
	7020-021-015	18618 Hoover Avenue		A-2550													0	NONE	No	Y	
	7034-009-014	12346 Carver Lane		A-2587													0	NONE	No	Y	
	7030-006-014	12350 Carver Lane		A-2587													0	NONE	No	Y	
	7040-007-001	18413 Elaine Avenue		A-2394													0	NONE	No	Y	
	7020-020-007	18617 Hoover Avenue		A-2550													0	NONE	No	Y	
	7036-006-021	11625 186th Street	BLDG-1210819	ADU													0	NONE	No	Y	
	7040-014-026	18527 Stone Avenue		A-2561													0	NONE	No	Y	
	7020-021-016	18614 Hoover Avenue		A-2550													0	NONE	No	Y	
	7020-007-040	13612 Roseton Avenue		A-2344													0	NONE	No	Y	
	7011-007-009	11945 186th Street		A-2346													0	NONE	No	Y	
	7036-006-020	11621 186th Street		A-2748													0	NONE	No	Y	
	7040-031-026	12050 186th Street		A-2449													0	NONE	No	Y	
	7014-004-006	11140 185th Street		A-2498													0	NONE	No	Y	
	7014-003-025	11709 Alderwood Street		A-1503													0	NONE	No	Y	
	7040-027-026	11969 187th Street		A-2471													0	NONE	No	Y	

Project Identifier					Housing without Financial Assistance or Deed Restrictions	Term of Affordability or Deed Restriction	Demolished/Destroyed Units			Density Bonus				Notes
1					18	19	20			21	22	23	24	25
Prior APN*	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID	For units affordable without financial assistance or deed restrictions, explain how the locality determined the units were affordable (see instructions)	Term of Affordability or Deed Restriction (years) (If affordable is perpetuity enter 1000)	Number of Demolished/Destroyed Units	Demolished/Destroyed Units Owner or Renter	Demolished/Destroyed Units Owner or Renter	Total Density Bonus Applied to the Project Percentage increase in Total Allowable Units or Total Maximum Allowable Residential Gross Floor Area)	Number of Other Incentives, Concessions, Waivers, or Other Modifications Applied to the Project (Including Parking Waivers or Parking Reductions)	List the incentives, concessions, waivers, and modifications (including Parking Waivers or Parking Modifications)	Did the project reserve a reduction or waiver of parking standards? (YN)	Notes*
Summary Row: Start Data Entry Below														
	7020-015-027	13422 Hoover Avenue		A-1430										
	7020-015-028	13502 Beaudon Avenue		A-2460										
	7030-005-066	11562 186th Street		A-1430										
	7030-006-018	18701 Studebaker Street		A-2460										
	7030-024-016	11000 Artesia Boulevard		A-2460										
	7040-007-003	18409 Grayland Avenue		A-2394										
	7033-024-028	18601 Elaine Avenue		A-2790										
	7011-007-009	11945 186th Street		A-2340										
	7040-007-026	18405 Grayland Avenue		A-2394										
	7020-015-020	13504 Beaudon Street		A-2790										
	7020-011-002	18450 Dorthi Avenue		A-2550										
	7030-006-014	12346 Carver Lane		A-2587										
	7040-027-007	12018 185th Street		A-2430										
	7033-024-027	18600 Elaine Avenue		A-2790										
	7014-004-007	11134 185th Street		A-2498										
	7033-026-001	17904 Elaine Avenue		A-2804										
	7020-009-002	13507 Roseton Avenue		A-3058										
	7040-014-012	18501 Stone Avenue		A-2445										
	7040-007-024	18415 Grayland Avenue		A-2394										
	7020-021-015	18618 Hoover Avenue		A-2550										
	7034-009-014	12346 Carver Lane		A-2587										
	7030-006-014	12350 Carver Lane		A-2587										
	7040-007-001	18413 Elaine Avenue		A-2394										
	7020-020-007	18617 Hoover Avenue		A-2550										
	7036-006-021	11625 186th Street	BLDG-1210819	ADU										
	7040-014-026	18527 Stone Avenue		A-2561										
	7020-021-016	18614 Hoover Avenue		A-2550										
	7020-007-040	13612 Roseton Avenue		A-2344										
	7011-007-009	11945 186th Street		A-2346										
	7036-006-020	11621 186th Street		A-2748										
	7040-031-026	12050 186th Street		A-2449										
	7014-004-006	11140 185th Street		A-2498										
	7014-003-025	11709 Alderwood Street		A-1503										
	7040-027-026	11969 187th Street		A-2471										

Jurisdiction	Artesia	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

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This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.

Please contact HCD if your data is different than the material supplied here

Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability

		1	Projection Period	2									3	4
Income Level		**RHNA Allocation by Income Level**	**Projection Period - 06/30/2021-10/14/2021**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total Units to Date (all years)**	**Total Remaining RHNA by Income Level**
Acutely Low	Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Extremely Low	Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Very Low	Deed Restricted	312	-	-	-	-	-	-	-	-	-	-	-	312
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Low	Deed Restricted	168	-	-	-	-	-	-	-	-	-	-	-	168
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Moderate	Deed Restricted	128	-	-	-	-	-	11	-	-	-	-	60	68
	Non-Deed Restricted		-	-	-	-	21	28	-	-	-	-		
Above Moderate		461	8	3	6	-	64	11	-	-	-	-	92	369
Total RHNA		1,069												
Total Units			8	3	6	-	85	50	-	-	-	-	152	917

*For years prior to 2025, Acutely Low-Income units are reported within the Extremely Low-Income category

*For jurisdictions that received RHNA determinations for the current cycle prior to the passage of AB 3093 (September 19, 2024):
- You were not allocated Acutely Low-Income and Extremely Low-Income RHNA targets, therefore the allocations in Field 1 are listed as "0"
  - If you wish to set your own targets in these income categories for informational purposes, contact HCD staff at apr@hcd.ca.gov.
- All Acutely Low-Income and Extremely Low-Income units reported during the cycle are counted towards Very-Low Income RHNA progress

*For years prior to 2025, data on deed-restricted vs. non-deed restricted Extremely Low-Income units is approximated from whether the projects reported any deed-restricted Very Low-Income Units. If you wish to edit this historical data for accuracy or have any questions about the data, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

Jurisdiction	Artesia	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

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Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table C

Sites Identified or Rezoned to Accommodate Shortfall Housing Need and No Net-Loss Law

Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Rezone Type	Sites Description							
1				2	3				4	5	6	7	8		9	10	11
APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Rezone Type	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start Data Entry Below					399	230	321	684							8052		
7011-004-055	11826 168TH ST		A-MUO-1	7/14/2025			1	2	Unaccommodat	0.15	PBC	MU-O	40	100	15	Non-Vacant	
7011-004-076	11820 168TH ST		A-MUO-2	7/14/2025			1	2	Unaccommodat	0.19	PBC	MU-O	40	100	20	Non-Vacant	
7011-005-005	11814 167TH ST		A-MUO-3	7/14/2025			1	2	Unaccommodat	0.13	PBC	MU-O	40	100	13	Vacant	
7011-005-006	PIONEER/167TH		A-MUO-4	7/14/2025			1	2	Unaccommodat	0.07	PBC	MU-O	40	100	7	Vacant	
7011-005-007	11818 167TH ST		A-MUO-5	7/14/2025			1	2	Unaccommodat	0.07	PBC	MU-O	40	100	7	Non-Vacant	
7011-005-008	11822 167TH ST		A-MUO-6	7/14/2025			1	2	Unaccommodat	0.07	PBC	MU-O	40	100	7	Non-Vacant	
7011-005-009	11824 167TH ST		A-MUO-7	7/14/2025			1	2	Unaccommodat	0.07	PBC	MU-O	40	100	7	Non-Vacant	
7011-005-010	11828 167TH ST		A-MUO-8	7/14/2025			1	2	Unaccommodat	0.19	PBC	MU-O	40	100	20	Non-Vacant	
7011-005-026	11829 168TH ST		A-MUO-9	7/14/2025			1	2	Unaccommodat	0.07	PBC	MU-O	40	100	7	Non-Vacant	
7011-005-044	16706 PIONEER BLVD		A-MUO-10	7/14/2025			1	2	Unaccommodat	0.11	PBC	MU-O	40	100	11	Non-Vacant	
7011-005-903	11825 168TH ST		A-MUO-11	7/14/2025			1	2	Unaccommodat	0.19	PBC	MU-O	40	100	20	Non-Vacant	

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Jurisdiction	Artesia	
Reporting Year	2025	(Jan. 1 - Dec. 31)

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4	5	6	7	8	9
Name of Program	**Objective**	**Projected Completion Date in Housing Element**	**Applicable Cycle**	**Status of Program Implementation**	**Program Implementation Details**	**Quantified Outcomes: Category**	**Quantified Outcomes: Count**	**Supporting Documents**
Policy HE 1.1	Track advancements in Affirmatively Furthering Fair Housing especially with regard to identified meaningful actions. Implementation will facilitate City efforts to address access for special needs households.	Ongoing	6th Cycle	List Started	The City will begin tracking housing special needs housing by establishing a list of properties.	Units	**TBD**	
Policy HE 1.2	To increase the extremely-low-, very-low-, low- and moderate-income housing stock.	2/10/2026	6th Cycle	Continuous	The City will monitor available County, SCAG, State, and Federal funds and pursue funds based on the City's eligibility. Participation in SCAG will supplement City goals and actions in this regard. These resources will be utilized to improve and conserve housing stock by funding rehabilitation programs for ownership, rental, and mobile home parks. - Action 1.2a: Maximize External Funding Resources	Units	48	
Policy HE 1.2d	To remove barriers surrounding and increase the production of Accessory Dwelling Units.	6/12/2025	6th Cycle	Continuous	The City regularly updates its ADU Ordinance to achieve compliance with State legislation and current law. ADUs provide an opportunity to produce housing that is affordable to extremely low-income households while maintaining the character of single-family neighborhoods. The City amended ADU regulations in 2020 consistent with State law. The City will review annually for changes to State law and update City ADU regulations as necessary to ensure consistency with current law. To support the construction of additional ADUs, the City will: - Commit to creating and implementing a system to monitor the affordability level of new ADUs. - Create standard plans so that locals may reduce the cost of construction by having approved plans ready to implement. - Generate handouts and online materials to support ADU Construction - ADUs that provide rentals with long-term affordability covenants for very-low and lowincome housing units shall have City fees waived. - Covenants shall be in place for 35 year	Units	37	

Policy HE 1.3:	To encourage mixed-use (residential/commercial) development in existing commercial areas.	6/12/2025	6th Cycle	Completed	The Mixed-Use Ordinance (MU-O)was adopted and implemented on June 12, 2025. Project goals include, but are not limited to: - Support lower income and special needs households by incentivizing their inclusion. - Increase the opportunities for a variety of housing types to be implemented. - New patterns for more socially and economically inclusive housing that reduce segregated living patterns to work towards truly integrated and balanced living patterns. - Mixed Use Overlay: AB 101 (2019) added a requirement that low barrier navigation centers meeting specified standards be allowed by-right in areas zoned for Housing Sub-Element Artesia General Plan H - 23 mixed use and in non-residential zones permitting multi-family uses pursuant to Government Code §65660 et seq	Units		https://ceqanet.lci.ca.gov/Project/2010041003
Policy HE 1.4	The objective of this policy is to provide housing opportunities for special needs groups (elderly, female head of households, persons with disabilities, homeless, and large households).	4/1/2025	6th Cycle	Completed	Actions specfically related to this policy include the following: - Action 1.4a: Expedited Processing for Special Needs Housing - Action 1.4b: Technical Assistance for Special Needs Housing Development - Action 1.4c: Variety of Housing Types (Currently allowed only in the M-1 zone subject to the same standards as emergency shelters. However, shelters will also be permitted in the Mixed-Use Overlay) - Action 1.4d: Emergency Shelters and Low Barrier Navigation Centers	Persons		https://cityofartesia.us/DocumentCenter/View/8411/ARTESIA---DRAFT-Mixed-Use-Overlay-Ordinance---published
Policy HE 4.2	The objective of this policy is to support local, non-profit agencies near Artesia that serve the homeless.	Annually and Ongoing; Code Updates ongoing	6th Cycle	Continuous	As adopted, this objective is to be realized through: - Action 4.2a Coordination with Homeless Service Providers	Persons		
Action HE 5.1b	Annual Housing Report		6th Cycle	Continuous	In compliance with State law, the City shall submit annual progress reports to HCD. The reports will describe housing approvals and the City's progress in implementing the Housing Element policy program. As part of this annual review, the City shall track the number of units built on parcels including in the City's sites inventory and to determine the remaining site capacity by income category. The program and City effort will ensure that the no net loss provision will be addressed and will help hold the City accountable if an Opportunity Site in the Housing Opportunity Areas is developed at a density below what is planned.	Other		

Policy HE 5.2	Streamlining and removing of barriers to housing production	2/10/2026	6th Cycle	Continuous	As adopted, the objective of Policy will be realized through the following:, - Action 5.2c: Remove Constraints to Housing Entitlement and Construction. Ministerial approvals for Multifamily Housing providing at least 40% low-income housing, and 1. Any project ministerial from CEQA 2. Properties with 100% low or very low-income units Reducing the timeframe and design review applicability for ceterain projects	Units		
AB 686 Compliance	In compliance with AB 686, the City has completed the following fair housing/AFFH outreach and analyses and included meaningful actions to address gaps in fair housing needs.	Annually and Ongoing; Code Updates ongoin	6th Cycle	Completed	The City held a series of public meetings during the Housing Element update, including the fair housing assessment, in an effort to include all demographic segments of the community and persons with special needs. Each meeting was publicized on the City's website, published in local newspapers, and meeting notices were also sent directly to persons and organizations with interest and/or expertise in affordable housing and supportive services. Interested parties had the opportunity to interact with City staff throughout the Housing Element update process and provide direct feedback regarding fair housing issues.	Persons		The City also created a dedicated web page for the Housing Element update (https://ca-artesia2.civicplus.com/258/General-Plan-Update) and provided opportunities for interested persons to participate in public meetings remotely, which made it possible for those with disabilities limiting their travel to participate in the Housing Element update process regardless of their ability to physically attend the meetings.
Adoption of Specific Plans	To develop, adopt, and implement specific plans with the goal of promoting housing and mixed-use development in the City.	7/16/2025	6th Cycle	Completed	The Artesia Downtown Specfiic Plan (ADSP) was adopted on July 16, 2025 Specific plans are authorized by State law (Government Code §65450, et seq.) and typically replace many of the general standards that apply to conventional zoning districts. Sites that are subject to a Specific Plan and the Mixed-Use Overlay may develop with either set of development standards, unless the sites are incorporating housing. If a site is to develop housing it must utilize the MUO density and required unit count by income. Developments that propose residential uses shall incorporate the units by income group identified in the Sites Inventory/Appendix B. Artesia has adopted several specific plans that allow residential uses: - Artesia LIVE Specific Plan, adopted in 2016, is intended to facilitate development of a 7- story mixed-use project located on a 0.82-acre site at the southeast corner of Pioneer Boulevard and 176th Street. This specific plan allows 54 residential condominiums (approximately 67 units/acre), hotel rooms, and commercial space. The site could also be	Other	1,981	https://ceqanet.lci.ca.gov/Project/2024020999

Action HE 2.1a	Maintain and improve existing housing stock, such as protecting manufactured housing land uses.	12/31/2026	6th Cycle	In Progress	The City will implement a mobile home park/manufactured home zoning district to protect existing and any potential multi-unit manufactured housing community from changing land uses. Mobile home parks can provide valuable affordable housing opportunities, and the land use has specifically been identified by the State to require protections and assistance. Manufactured housing parks shall be rezoned to the new Mobile Home Park/Manufactured Home District.	Other		
Action HE 3.1b	To encourage and facilitate Transit Oriented Development (TOD) in the City	12/31/2025	6th Cycle	Completed	The regional transit planning efforts have located a future metro station in Artesia. With the arrival of the metro on the horizon, the City shall implement a TOD by way of the Artesia Downtown Specific Plan (ADSP). Accodingly, the Downtown Specific Plan was finalized and adopted in 2025. The TOD options shall feature: Reduce parking requirements or establish ministerial procedures to provide an exception for projects serving low-income households and seniors and for transit-oriented development.	Units		
Action HE 5.2c	Remove Constraints to Housing Entitlement and Construction	12/31/2026	6th Cycle	In Progress	To reduce the time and cost of housing permit processing and encourage construction of affordable housing projects, the City shall review existing development application requirements, approval procedures, and required development fees and if any of these requirements are found to pose an unwarranted constraint to housing development, the City shall amend regulations and/or procedures to eliminate such constraints by October 2025. The following is the list of constraints to be removed: Four or fewer unit developments shall be ministerial City wide. - Residential development, including at least 40% of lower income units, shall be ministerially reviewed. - Projects that are ministerial in CEQA shall be reviewed ministerially.A reasonable accommodation procedure to reduce parking for seniors and people with disabilities will be created. - Remove the requirement for CUP for single-family houses with 5 or more bedrooms to be removed. This will help a variety of housing types and large families. - Remove CUP requirement for a residential care facilities such as group homes, based on State law. - M-R Zoning District height increased from two to three story maximum. -M-R will no longer have lot coverage requirements	Other		
Action HE 5.2d	Ministerial Design Review Process	12/31/2026	6th Cycle	In Progress	The City has determined that a ministerial review process shall be implemented to manage both City housing goals and State mandated development potentials. The process will be published online and available at the City to facilitate new housing development.	Other		

Action HE 5.2a	Development Review Process Handouts	12/31/2026	6th Cycle	In Progress	To assist the public in understanding the application and approval process, the City shall continue to distribute “The Development Review Process” handout to applicants. The City shall modify the handout as needed to reflect changes in the application process, timelines, or requirements. The document will also be available online.	Persons		
Action HE 5.2b	Pre-Application Coordination with Developers		6th Cycle		Continue to meet with prospective developers prior to formal submittal of a building permit application. The City will inform the applicant of the City’s requirements as they apply to the proposed development project, review the procedures outlined in the Municipal Code, explore possible alternatives or modification of the project, and identify any necessary technical studies or other required information relating to future entitlement review. The City offers pre-application meetings over the counter and in person. These are available upon request typically within days. For large projects, such as substantial housing developments, the City requests applicants participate in the Development Review Commission to garner local citizenry and commission feedback about proposed projects. These commission review meetings can take a few weeks to plan and notice but are available on request. The City shall actively pursue opportunities with an active outreach program for our pre-application services, with a public newsletter. The meetings are available weekly on request by scheduling time with City Planning Staff. Staff is also engaged in on going outreach for the AFFH, the HE, and to highlight development potential in the community.	Persons		
Action HE 2.1e	Neighborhood Improvements		6th Cycle	Continuous	Allocate funding to pursue citywide residential street improvement, park improvement, and other community facility improvement projects.	Other		
Action HE 2.1d	Anti-Displacement Strategies		6th Cycle	Continuous	Analyze and evaluate renter protections, including anti-displacement measures. Where possible, partner with the County to implement anti-displacement measures. Strategies may include but are not limited to housing rehabilitation such as lead-based paint remediation, site acquisition for affordable rental housing opportunities, rent stabilization or tenant relocation assistance ordinance, or new homebuyer assistance programs.	Other		
Action 4.4a	Public Outreach		6th Cycle	Completed	Three months prior to end of each fiscal year, review the outcome of past workshops and provide recommendations to the City Council, and adopt measures prior to adoption of the annual budget.	Persons		

Jurisdiction	Artesia	
Reporting Period	2025	(Jan. 1 - Dec. 31)
Planning	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table E

Commercial Development Bonus Approved pursuant to GC Section 65915.7

Project Identifier				Units Constructed as Part of Agreement				Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
1				2				3	4
APN	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID+**	**Very Low Income**	**Low Income**	**Moderate Income**	**Above Moderate Income**	**Description of Commercial Development Bonus**	**Commercial Development Bonus Date Approved**
Summary Row: Start Data Entry Below									

Jurisdiction	Artesia	
Reporting Period	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F

Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA+ Listed for Informational Purposes Only				Units that Count Towards RHNA + Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1+. For detailed reporting requirements, see the chcklist here:
	Extremely Low-Income+	Very Low-Income+	Low-Income+	TOTAL UNITS+	Extremely Low-Income+	Very Low-Income+	Low-Income+	TOTAL UNITS+	https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	Artesia	
Reporting Period	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F2
Above Moderate Income Units Converted to Moderate Income Pursuant to Government Code section 65400.2

For up to 25 percent of a jurisdiction's moderate-income regional housing need allocation, the planning agency may include the number of units in an existing multifamily building that were converted to deed-restricted rental housing for moderate-income households by the imposition of affordability covenants and restrictions for the unit. Before adding information to this table, please ensure housing developments meet the requirements described in Government Code 65400.2(b).

Project Identifier					Unit Types		Affordability by Household Incomes After Conversion							Units credited toward Moderate Income RHNA		Notes
1					2	3	4							5		6
Prior APN+	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID	Unit Category (2 to 4,5+)	Tenure R=Renter	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total Moderate Income Units Converted from Above Moderate	Date Converted	Notes
Summary Row: Start Data Entry Below							0	0	0	0	0	0	0	0		

Jurisdiction	Artesia	
Reporting Period	2025	(Jan. 1 - Dec. 31)
Period	6th Cycle	10/15/2021 - 10/15/2029

element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting year.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table G

Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of

Project Identifier						
1				2	3	4
APN	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID+**	**Realistic Capacity Identified in the Housing Element**	**Entity to whom the site transferred**	**Intended Use for Site**
Summary Row: Start Data Entry Below						

Jurisdiction	Artesia	
Reporting Period	2025	(Jan. 1 - Dec. 31)

NOTE: This table must contain an inventory of ALL surplus/excess lands the reporting jurisdiction owns

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Table H Locally Owned Surplus Sites						
Parcel Identifier				Designation	Size	Notes
1	2	3	4	5	6	7
APN	Street Address/Intersection	Existing Use	Number of Units	Surplus Designation	Parcel Size (in acres)	Notes
Summary Row: Start Data Entry Below						

Jurisdiction	Artesia	
Reporting Period	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

NOTE: STUDENT HOUSING WITH DENSITY BONUS ONLY. This table only needs to be completed if there were student housing projects WITH a density bonus approved pursuant to Government Code65915(b)(1)(F)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note:

Cells in gre

Table J

Student housing development for lower income students for which was granted a density bonus pursuant to subparagraph (F) of paragraph (1) of subdivision (b) of S

Project Identifier				Project Type	Date	Units (Beds/Student Capacity) Approved						
1				2	3	4						
APN	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID+**	**Unit Category** (SH - Student Housing)	**Date**	**Very Low-Income Deed Restricted**	**Very Low-Income Non Deed Restricted**	**Low- Income Deed Restricted**	**Low- Income Non Deed Restricted**	**Moderate-Income Deed Restricted**	**Moderate-Income Non Deed Restricted**	**Above Moderate-Income**
Summary Row: Start Data Entry Below												

Jurisdiction	Artesia	
Reporting Period	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Table K
Tenant Preference Policy

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.

Does the Jurisdiction have a local tenant preference policy?	No
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage containing authorizing local ordinance and supporting materials.	
Notes	

Jurisdiction	Artesia	
Reporting Period	2025	(Jan. 1 - Dec. 31)

NOTE: This table needs to be completed with any sites within your jurisdiction that were newly added to a National, State, or Local register of historic places within the reporting year. If none, leave blank.

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Table L
Historical Resources

Parcel Identifier		Designation				Size	Notes
1		2				3	4
APN	**Street Address/Intersection**	**Date of Designation**	**Designation Level**	**Historic Site Period**	**Areas of Significance**	**Parcel Size (in acres)**	**Notes**
Summary Row:							

Jurisdiction	Artesia	
Reporting Year	2025	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Local Early Action Planning (LEAP) Reporting
(CCR Title 25 §6202)

Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.

Total Award Amount	$ -

Total award amount is auto-populated based on amounts entered in rows 15-26.

Task	$ Amount Awarded	$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		**Current Year**
Acutely Low	Deed Restricted	0
	Non-Deed Restricted	0
Extremely Low	Deed Restricted	0
	Non-Deed Restricted	0
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	10
	Non-Deed Restricted	13
Above Moderate		1
Total Units		**24**

Building Permits Issued by Affordability Summary		
Income Level		**Current Year**
Acutely Low	Deed Restricted	0
	Non-Deed Restricted	0
Extremely Low	Deed Restricted	0
	Non-Deed Restricted	0
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	11
	Non-Deed Restricted	28

Above Moderate		11
Total Units		**50**

Certificate of Occupancy Issued by Affordability Summary		
Income Level		**Current Year**
Acutely Low	Deed Restricted	0
	Non-Deed Restricted	0
Extremely Low	Deed Restricted	0
	Non-Deed Restricted	0
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	2
	Non-Deed Restricted	9
Above Moderate		0
Total Units		**11**

CITY COUNCIL AGENDA REPORT

MEETING DATE: March 9, 2026 **ITEM NO: 9I.**

TO: Mayor and Members of the City Council

SUBJECT: Award of Landscape Maintenance Service Agreement with Brightview Landscape Services for City-Wide Landscape Maintenance in City Right-of-Way and Public Facilities

FROM: Ernesto Sanchez, Public Works Manager

REVIEWED AND APPROVED BY:

Melissa Burke, Deputy City Manager
Jamie Murguia, Finance Manager
HongDao Nguyen, City Attorney
Abel Avalos, City Manager

RECOMMENDATION:

Staff recommends that the City Council, by motion, approve and authorize the City Manager to execute on their behalf, a five-year Landscape Maintenance Service Agreement with Brightview Landscape Services, Inc. with a not-to-exceed amount of $1,100,617.20 for City-Wide Landscape Maintenance Services and make a determination that this action is exempt from CEQA.

BACKGROUND:

The City of Artesia ("City") has an existing landscaping maintenance agreement with Mariposa Landscaping Inc. ("Mariposa") for City-wide landscape maintenance services. The current contract includes weekly landscape maintenance on medians on Norwalk Boulevard, Artesia Boulevard, South Street, the Corby Public Parking Lot, Artesia City Hall, Albert O. Little Community Center, Artesia Library, and the Artesia Botanical Garden. The contract includes a base annual cost of $106,836.00 and the City expends, on average, $98,957.00 a year in Extra Work that is not included in the base contract. The existing contract with Mariposa was executed in 2020 and is now expired. Mariposa has been providing services on a month-to-month basis since July 1, 2025.

Staff released a Request for Proposals (RFP) on December 15, 2025 which included the scope of work that Mariposa is currently completing, as well as new specifications and routine maintenance at various locations that Staff believes will address service gaps and deficiencies in the current contract. While Mariposa has the capacity the service these locations on an as-needed basis as Extra Work, Staff believes they should be included in the base scope of work to ensure regular upkeep. They include:

- Weekly inspection and reporting of dead plants at all locations;
- Weekly irrigation monitoring and maintenance at all locations;
- Weekly landscape services at the Historical Trail;
- Quarterly weed abatement at City-owned vacant lots in north Artesia;
- Weekly landscape services at downtown planters and medians;
- Monthly vine pruning in north Artesia;
- Quarterly landscape services at City water tower; and
- Weekly landscape services at 1 Stop Flooring site.

The RFP closed on January 21, 2026, and Staff received a total of ten (10) proposals from qualified landscaping contractors. They include Four Seasons Landscaping, Nieves Landscape, SLA Inc., Greenfield Landscaping, Orozco Landscape, Mariposa, SEPCO Earthscape, Master Landscapes, Landscape West, and Brightview Landscape Services ("Brightview").

ANALYSIS:
A review panel consisting of the Special Projects Manager, Administrative Analyst and the Public Works Manager evaluated all ten (10) proposals based on the following evaluation and scoring criteria:

Evaluation Criteria	Points
Proposal Submission: Quality of the proposal and adherence to the requirements.	15
Qualifications: Expertise of the fields necessary to execute the proposal, recent relevant experience of team members, professional qualifications, and education of team members, and references.	35
Project and Implementation Plan: Methodology for project approach and resources, capability, and commitment to complete all tasks.	30
Cost	20
Total Points	**100**

Proposals submitted by Brightview, Landscape West, and Mariposa all scored above ninety percent (90%), and these companies were invited to interview with the review panel between February 25, 2026 and March 2, 2026. Following the interviews, the review panel concluded that Brightview had the best qualifications and proposed the best implantation plan to maintain and improve the health and appearance of the landscape in the City's right-of-way and public facilities. Brightview's notable qualities include:

- Proactive Quality Control: Brightview proposes to schedule weekly operations meetings, monthly site walk-throughs, and quarterly performance reviews with City Staff and commits to immediately initiating work orders for irrigation repairs and the replacement of plant materials. Additionally, Brightview will provide a monthly Quality Site Assessment to the City which will include a detailed record of all work performed during that month, photos documenting plant health, and the results of all scheduled inspections.
- Sustainable Maintenance Operations: Brightview is knowledgeable and committed to helping the City reach its recycled organic material procurement requirements under Senate Bill 1383. Additionally, Brightview is actively upgrading maintenance equipment to be at net zero-emissions. Approximately twenty percent (20%) of the equipment proposed to be used in Artesia is already at net zero-emissions.
- Detailed Implementation Plan: Brightview proposes a four (4) phase implementation plan.
    1. Phase No. 1 would include asset verification, irrigation assessments, and plant health evaluations. This phase would also include confirming crew members, assignments, and service schedules.
    2. Phase No. 2 would address deferred maintenance, correct irrigation inefficiencies, enhance weed control and improve the appearance levels of the landscaping and plant health.
    3. Phase No. 3 would focus on long term water efficiency, plant longevity and cost control. Additionally, irrigation programming would be fine tuned to reduce water waste.
    4. Phase No. 4 would focus on preserving the value of landscape investments, and proactively addressing aging infrastructure.
- High Client Retention Rate: Brightview has a 97 percent retention rate with clients and currently has landscape maintenance contracts with the City of Cerritos, City of La Mirada, City of Costa Mesa, and the

Anaheim Resort District, which includes Downtown Disney and the Anaheim Convention Center. Their references confirm that Brightview is reliable, responsive, and resourceful.

Maintenance service agreements are not subject to formal bid procedures set forth in the Artesia Municipal Code and or by California State Contract Code. Additionally, the City is not required to award an agreement to the lowest bidder. In reviewing all ten (10) proposals, Staff determined that the median proposed cost was $236,094.88. Brightview's proposed annual cost is below the median, but is higher than Mariposa and Landscape West proposed costs.

1. Brightview Landscape Services - $145,123.44
2. Mariposa Landscapes- $129,792.94
3. Landscape West - $107,150.00

Based on the totality of their proposal, Brightview distinguished themselves as the preferred bidder. Staff recommends that the City Council award a maintenance agreement to Brightview for landscaping services with the specifications and locations outlined in the proposed Landscape Maintenance Service Agreement. The proposed maintenance agreement would be effective for five (5) years commencing on April 1, 2026 and include the ability to renew the agreement for one (1) additional year. The City would reserve the right to terminate this agreement at any time without cause. Brightview proposes an annual fee of $145,123.44, which does not account for unexpected and necessary Extra Work. Staff used an estimate of $220,123.44 annually to account for both the annual fee ($145,123.44) and any Extra Work ($75,000) that may occur in any given year.

CEQA COMPLIANCE:

The Public Works Department has determined that the proposed project is exempt from review under California Environmental Quality Act (CEQA) pursuant to Guideline Section 15301 as a Class 1 project and under Section 15304 as a Class 4 project. These exemptions provide for the maintenance and repair of existing public facilities, equipment or topographical features involving negligible or no expansion of existing or former use, and minor alterations in the condition of land and/or vegetation, which do not involve removal of healthy, mature or scenic trees.

FISCAL IMPACT:

The proposed Landscape Maintenance Service Agreement includes a not-to-exceed amount of $1,100,617.20 (approximately $220,123.44, annually). The proposed cost is approximately $14,330 more than is currently being expended on average under the current contract. Landscape maintenance is funded through Proposition C, where applicable, and various Department General Funds. Staff proposes to continue using a combination of available Proposition C and General Funds.

RECOMMENDED COUNCIL ACTION:

Staff recommends that the City Council, by motion, approve and authorize the City Manager to execute on their behalf, a five-year Landscape Maintenance Service Agreement with Brightview Landscape Services, Inc. with a not-to-exceed amount of $1,100,617.20 for City-Wide Landscape Maintenance Services and make a determination that this action is exempt from CEQA.

Attachments

3-4-2026 Brightview Maintenance Agreement.pdf

CITY OF ARTESIA
LANDSCAPE MAINTENANCE SERVICES AGREEMENT

1. PARTIES AND DATE.

This Agreement is made and entered into this 9th day of March, 2026 by and between the City of Artesia, a California municipal corporation organized under the laws of the State of California ("City") and Brightview Landscape Services Inc., a Corporation, with its principal place of business at 1300 N Lakeview Avenue, Anaheim, California, 92806 ("Contractor"). City and Contractor are sometimes individually referred to as "Party" and collectively as "Parties" in this Agreement.

2. RECITALS.

2.1 Contractor.

Contractor desires to perform and assume responsibility for the provision of certain maintenance services required by the City on the terms and conditions set forth in this Agreement. Contractor represents that it is experienced in providing landscape maintenance services to public clients, that it and its employees or subcontractors have all necessary licenses and permits to perform the Services in the State of California, and that is familiar with the plans of City. Contractor shall not subcontract any portion of the work required by this Agreement, except as expressly stated herein, without prior written approval of City. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

2.2 Project.

City desires to engage Contractor to render such services for City-Wide Landscape Maintenance Services in City Right-of-Ways and Public Facilities ("Project") as set forth in this Agreement. Contractor to begin rendering services on April 1, 2026.

3. TERMS.

3.1 Scope of Services and Term.

3.1.1 General Scope of Services. Contractor promises and agrees to furnish to the City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the professional landscape maintenance services necessary for the Project ("Services"). The Services are more particularly described in Exhibit "A" attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Agreement shall be from April 1, 2026 to March 31, 2031, unless earlier terminated as provided herein. The City shall have the unilateral option, at its sole discretion, to renew this Agreement automatically for no more than one additional one-year terms. Contractor shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines. The Parties may, by mutual, written consent, extend the term of this Agreement if necessary to complete the Services.

3.2 Responsibilities of Contractor.

3.2.1 Control and Payment of Subordinates; Independent Contractor. The Services shall be performed by Contractor or under its supervision. Contractor will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. City retains Contractor on an independent contractor basis and not as an employee. Contractor retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Contractor shall also not be employees of City and shall at all times be under Contractor's exclusive direction and control. Contractor shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Contractor shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

3.2.2 Schedule of Services. Contractor shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the Schedule of Services set forth in Exhibit "B" attached hereto and incorporated herein by reference. Contractor represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Contractor's conformance with the Schedule, City shall respond to Contractor's submittals in a timely manner. Upon request of City, Contractor shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.

3.2.3 Conformance to Applicable Requirements. All work prepared by Contractor shall be subject to the approval of City.

3.2.4 City's Representative. The City hereby designates Public Works Manager, or his or her designee, to act as its representative for the performance of this Agreement ("City's Representative"). City's Representative shall have the power to act on behalf of the City for all purposes under this Agreement. Contractor shall not accept direction or orders from any person other than the City's Representative or his or her designee.

3.2.5 Contractor's Representative. Contractor hereby designates Account Manager, or his or her designee, to act as its representative for the performance of this Agreement ("Contractor's Representative"). Contractor's Representative shall have full authority to represent and act on behalf of the Contractor for all purposes under this Agreement. The Contractor's Representative shall supervise and direct the Services, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

3.2.6 Coordination of Services. Contractor agrees to work closely with City staff in the performance of Services and shall be available to City's staff, consultants and other staff at all reasonable times.

3.2.7 Standard of Care; Performance of Employees. Contractor shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Contractor represents and maintains that it is skilled in the professional calling necessary to perform the Services. Contractor warrants that all employees and subcontractors shall have sufficient skill and experience to perform the Services assigned to them. Finally,

Contractor represents that it, its employees and subcontractors have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, including a City Business License, and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Contractor shall perform, at its own cost and expense and without reimbursement from the City, any services necessary to correct errors or omissions which are caused by the Contractor's failure to comply with the standard of care provided for herein. Any employee of the Contractor or its sub-contractors who is determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to the City, shall be promptly removed from the Project by the Contractor and shall not be re-employed to perform any of the Services or to work on the Project.

3.2.8 Period of Performance. Contractor shall perform and complete all Services under this Agreement within the term set forth in Section 3.1.2 above ("Performance Time"). Contractor shall perform the Services in strict accordance with any completion schedule or Project milestones described in Exhibits "A" or "B" attached hereto, or which may be provided separately in writing to the Contractor. Contractor agrees that if the Services are not completed within the aforementioned Performance Time and/or pursuant to any such completion schedule or Project milestones developed pursuant to provisions of this Agreement, it is understood, acknowledged and agreed that the City will suffer damage.

3.2.9 Disputes. Should any dispute arise respecting the true value of any work done, of any work omitted, or of any extra work which Contractor may be required to do, or respecting the size of any payment to Contractor during the performance of this Contract, Contractor shall continue to perform the Work while said dispute is decided by the City. If Contractor disputes the City's decision, Contractor shall have such remedies as may be provided by law.

3.2.10 Laws and Regulations; Employee/Labor Certifications. Contractor shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Contractor shall be liable for all violations of such laws and regulations in connection with Services. If the Contractor performs any work knowing it to be contrary to such laws, rules and regulations and without giving written notice to the City, Contractor shall be solely responsible for all costs arising therefrom. City is a public entity of the State of California subject to certain provisions of the Health & Safety Code, Government Code, Public Contract Code, and Labor Code of the State. It is stipulated and agreed that all provisions of the law applicable to the public contracts of a municipality are a part of this Agreement to the same extent as though set forth herein and will be complied with. These include but are not limited to the payment of prevailing wages, the stipulation that eight (8) hours' labor shall constitute a legal day's work and that no worker shall be permitted to work in excess of eight (8) hours during any one calendar day except as permitted by law. Contractor shall defend, indemnify and hold City, its officials, directors, officers, employees and agents free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.2.10.1 Employment Eligibility; Contractor. By executing this Agreement, Contractor verifies that it fully complies with all requirements and restrictions of state and federal law respecting the employment of undocumented aliens, including, but not limited to, the Immigration Reform and Control Act of 1986, as may be amended from time to time. Such

requirements and restrictions include, but are not limited to, examination and retention of documentation confirming the identity and immigration status of each employee of the Contractor. Contractor also verifies that it has not committed a violation of any such law within the five (5) years immediately preceding the date of execution of this Agreement, and shall not violate any such law at any time during the term of the Agreement. Contractor shall avoid any violation of any such law during the term of this Agreement by participating in an electronic verification of work authorization program operated by the United States Department of Homeland Security, by participating in an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, or by some other legally acceptable method. Contractor shall maintain records of each such verification, and shall make them available to the City or its representatives for inspection and copy at any time during normal business hours. The City shall not be responsible for any costs or expenses related to Contractor's compliance with the requirements provided for in Section 3.2.10 or any of its sub-sections.

3.2.10.2 Employment Eligibility; Subcontractors, Sub-subcontractors and Consultants. To the same extent and under the same conditions as Contractor, Contractor shall require all of its subcontractors, sub-subcontractors and consultants performing any work relating to the Project or this Agreement to make the same verifications and comply with all requirements and restrictions provided for in Section 3.2.10.1.

3.2.10.3 Employment Eligibility; Failure to Comply. Each person executing this Agreement on behalf of Contractor verifies that they are a duly authorized officer of Contractor, and understands that any of the following shall be grounds for the City to terminate the Agreement for cause: (1) failure of Contractor or its subcontractors, sub-subcontractors or consultants to meet any of the requirements provided for in Sections 3.2.10.1 or 3.2.10.2; (2) any misrepresentation or material omission concerning compliance with such requirements (including in those verifications provided to the Contractor under Section 3.2.10.2); or (3) failure to immediately remove from the Project any person found not to be in compliance with such requirements.

3.2.10.4 Labor Certification. By its signature hereunder, Contractor certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.2.10.5 Equal Opportunity Employment. Contractor represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Contractor shall also comply with all relevant provisions of City's Minority Business Enterprise program, Affirmative Action Plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.2.10.6 Air Quality. Contractor must fully comply with all applicable laws, rules and regulations in furnishing or using equipment and/or providing services, including, but not limited to, emissions limits and permitting requirements imposed by the California Air Resources Board (CARB). Contractor shall specifically be aware of the CARB limits and requirements' application to "portable equipment", which definition is considered by CARB to

include any item of equipment with a fuel-powered engine. Contractor shall indemnify City against any fines or penalties imposed by CARB or any other governmental or regulatory agency for violations of applicable laws, rules and/or regulations by Contractor, its subcontractors, or others for whom Contractor is responsible under its indemnity obligations provided for in this Agreement.

3.2.10.7 Water Quality.

(A) Management and Compliance. To the extent applicable, Contractor's Services must account for, and fully comply with, all local, state and federal laws, rules and regulations that may impact water quality compliance, including, without limitation, all applicable provisions of the Federal Water Pollution Control Act (33 U.S.C. §§ 1300); the California Porter-Cologne Water Quality Control Act (Cal Water Code §§ 13000-14950); laws, rules and regulations of the Environmental Protection Agency, the State Water Resources Control Board and the Los Angeles Regional Water Quality Control Board; the City's ordinances regulating discharges of storm water; and any and all regulations, policies, or permits issued pursuant to any such authority regulating the discharge of pollutants, as that term is used in the Porter-Cologne Water Quality Control Act, to any ground or surface water in the State.

(B) Liability for Non-Compliance. Failure to comply with the laws, regulations and policies described in this Section is a violation of law that may subject Contractor or City to penalties, fines, or additional regulatory requirements. Contractor shall defend, indemnify and hold the City, its directors, officials, officers, employees, volunteers and agents free and harmless, pursuant to the indemnification provisions of this Agreement, from and against any and all fines, penalties, claims or other regulatory requirements imposed as a result of Contractor's non-compliance with the laws, regulations and policies described in this Section, unless such non-compliance is the result of the sole established negligence, willful misconduct or active negligence of the City, its officials, officers, agents, employees or authorized volunteers.

(C) Training. In addition to any other standard of care requirements set forth in this Agreement, Contractor warrants that all employees and subcontractors shall have sufficient skill and experience to perform the Services assigned to them without impacting water quality in violation of the laws, regulations and policies described in this Section. Contractor further warrants that it, its employees and subcontractors will receive adequate training, as determined by City, regarding the requirements of the laws, regulations and policies described in this Section as they may relate to the Services provided under this Agreement. Upon request, City will provide Contractor with a list of training programs that meet the requirements of this paragraph.

3.2.11 Insurance.

3.2.11.1 Time for Compliance. Contractor shall not commence Work under this Agreement until it has provided evidence satisfactory to the City that it has secured all insurance required under this Section. In addition, Contractor shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to the City that the subcontractor has secured all insurance required under this Section.

3.2.11.2 Minimum Requirements. Contractor shall, at its expense, procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement by the Contractor, its agents, representatives, employees or subcontractors. Contractor shall also require all of its subcontractors to procure and maintain the same insurance

for the duration of the Agreement. Such insurance shall meet at least the following minimum levels of coverage:

(A) Minimum Scope of Insurance. Coverage shall be at least as broad as the latest version of the following: (1) *General Liability*: Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001); (2) *Automobile Liability*: Insurance Services Office Business Auto Coverage form number CA 0001, code 1 (any auto); and (3) *Workers' Compensation and Employer's Liability*: Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance. The policy shall not contain any exclusion contrary to the Agreement, including but not limited to endorsements or provisions limiting coverage for (1) contractual liability (including but not limited to ISO CG 24 26 or 21 29); or (2) cross liability for claims or suits by one insured against another.

(B) Minimum Limits of Insurance. Contractor shall maintain limits no less than: (1) *General Liability:* not less than $2,000,000 per occurrence for bodily injury, personal injury and property damage and no less than $5,000,000 in the general aggregate. If Commercial General Liability Insurance or other form with general aggregate limit is used including, but not limited to, form CG 2503, either the general aggregate limit shall apply separately to this Agreement/location or the general aggregate limit shall be twice the required occurrence limit; (2) *Automobile Liability:* $1,000,000 per accident for bodily injury and property damage; and (3) *Workers' Compensation and Employer's Liability:* Workers' Compensation limits as required by the Labor Code of the State of California. Employer's Liability limits of $1,000,000 per accident for bodily injury or disease. Defense costs shall be paid in addition to the limits.

(C) Notices; Cancellation or Reduction of Coverage. At least fifteen (15) days prior to the expiration of any such policy, evidence showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or materially reduced, Contractor shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, the City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by the City will be promptly reimbursed by Contractor or the City may withhold amounts sufficient to pay premium from Contractor payments. In the alternative, the City may suspend or terminate this Agreement.

(D) Additional Insured. The City of Artesia, its directors, officials, officers, employees, agents, and volunteers shall be named as additional insureds on Contractor's and its subcontractors' policies of commercial general liability and automobile liability insurance using the endorsements and forms specified herein or exact equivalents.

3.2.11.3 Insurance Endorsements. The insurance policies shall contain the following provisions, or Contractor shall provide endorsements on forms supplied or approved by the City to add the following provisions to the insurance policies:

(A) General Liability. The general liability policy shall include or be endorsed (amended) to state that: (1) using ISO CG forms 20 10 and 20 37, or endorsements providing the exact same coverage, the City of Artesia, its directors, officials, officers, employees, agents, and volunteers shall be covered as additional insured with respect to the Services or ongoing and complete operations performed by or on behalf of the Contractor, including materials, parts or equipment furnished in connection with such work; and (2) using ISO form 20 01, or

endorsements providing the exact same coverage, the insurance coverage shall be primary insurance as respects the City, its directors, officials, officers, employees, agents, and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Contractor's scheduled underlying coverage. Any excess insurance shall contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of the City, before the City's own primary insurance or self-insurance shall be called upon to protect it as a named insured. Any insurance or self-insurance maintained by the City, its directors, officials, officers, employees, agents, and volunteers shall be excess of the Contractor's insurance and shall not be called upon to contribute with it in any way. Notwithstanding the minimum limits set forth in Section 3.2.11.2(B), any available insurance proceeds in excess of the specified minimum limits of coverage shall be available to the parties required to be named as additional insureds pursuant to this Section 3.2.11.3(A).

(B) Automobile Liability. The automobile liability policy shall include or be endorsed (amended) to state that: (1) the City, its directors, officials, officers, employees, agents, and volunteers shall be covered as additional insureds with respect to the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by the Contractor or for which the Contractor is responsible; and (2) the insurance coverage shall be primary insurance as respects the City, its directors, officials, officers, employees, agents, and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Contractor's scheduled underlying coverage. Any insurance or self-insurance maintained by the City, its directors, officials, officers, employees, agents, and volunteers shall be excess of the Contractor's insurance and shall not be called upon to contribute with it in any way. Notwithstanding the minimum limits set forth in Section 3.2.11.2(B), any available insurance proceeds in excess of the specified minimum limits of coverage shall be available to the parties required to be named as additional insureds pursuant to this Section 3.2.11.3(B).

(C) Workers' Compensation and Employer's Liability Coverage. The insurer shall agree to waive all rights of subrogation against the City, its directors, officials, officers, employees, agents, and volunteers for losses paid under the terms of the insurance policy which arise from work performed by the Contractor.

(D) All Coverages. Each insurance policy required by this Agreement shall be endorsed to state that: (A) coverage shall not be suspended, voided, reduced or canceled except after thirty (30) days (10 days for nonpayment of premium) prior written notice by certified mail, return receipt requested, has been given to the City; and (B) any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to the City, its directors, officials, officers, employees, agents, and volunteers. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the City, its officials, officers, employees, agents and volunteers, or any other additional insureds.

3.2.11.4 Separation of Insureds; No Special Limitations; Waiver of Subrogation. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the City, its directors, officials, officers, employees, agents, and volunteers. All policies shall waive any right of subrogation of the insurer against the City, its officials, officers, employees, agents, and volunteers, or any other additional insureds, or shall specifically allow Contractor or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Contractor hereby waives its own right of recovery against City, its officials, officers, employees, agents, and volunteers, or any other additional

insureds, and shall require similar written express waivers and insurance clauses from each of its subcontractors.

3.2.11.5 Deductibles and Self-Insurance Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. Contractor shall guarantee that, at the option of the City, either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its directors, officials, officers, employees, agents, and volunteers; or (2) the Contractor shall procure a bond guaranteeing payment of losses and related investigation costs, claims and administrative and defense expenses.

3.2.11.6 Subcontractor Insurance Requirements. Contractor shall not allow any subcontractors to commence work on any subcontract relating to the work under the Agreement until they have provided evidence satisfactory to the City that they have secured all insurance required under this Section. If requested by Contractor, the City may approve different scopes or minimum limits of insurance for particular subcontractors. The Contractor and the City shall be named as additional insureds on all subcontractors' policies of Commercial General Liability using ISO form 20 38, or coverage at least as broad.

3.2.11.7 Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating no less than A:VIII, licensed to do business in California, and satisfactory to the City.

3.2.11.8 Verification of Coverage. Contractor shall furnish City with original certificates of insurance and endorsements effecting coverage required by this Agreement on forms satisfactory to the City. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms provided by the City if requested. All certificates and endorsements must be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, at any time.

3.2.11.9 Reporting of Claims. Contractor shall report to the City, in addition to Contractor's insurer, any and all insurance claims submitted by Contractor in connection with the Services under this Agreement.

3.2.12 Safety. Contractor shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Contractor shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions as applicable shall include, but shall not be limited to: (A) adequate life protection and lifesaving equipment and procedures; (B) instructions in accident prevention for all employees and subcontractors, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

3.2.13 Bonds.

3.2.13.1 Performance Bond. If required by law or otherwise specifically requested by City in Exhibit "C" attached hereto and incorporated herein by reference, Contractor

shall execute and provide to City concurrently with this Agreement a Performance Bond in the amount of the total, not-to-exceed compensation indicated in this Agreement, and in a form provided or approved by the City. If such bond is required, no payment will be made to Contractor until it has been received and approved by the City.

3.2.13.2 Payment Bond. If required by law or otherwise specifically requested by City in Exhibit "C" attached hereto and incorporated herein by reference, Contractor shall execute and provide to City concurrently with this Agreement a Payment Bond in the amount of the total, not-to-exceed compensation indicated in this Agreement, and in a form provided or approved by the City. If such bond is required, no payment will be made to Contractor until it has been received and approved by the City.

3.2.13.3 Bond Provisions. Should, in City's sole opinion, any bond become insufficient or any surety be found to be unsatisfactory, Contractor shall renew or replace the affected bond within 10 days of receiving notice from City. In the event the surety or Contractor intends to reduce or cancel any required bond, at least thirty (30) days prior written notice shall be given to the City, and Contractor shall post acceptable replacement bonds at least ten (10) days prior to expiration of the original bonds. No further payments shall be deemed due or will be made under this Agreement until any replacement bonds required by this Section are accepted by the City. To the extent, if any, that the total compensation is increased in accordance with the Agreement, the Contractor shall, upon request of the City, cause the amount of the bonds to be increased accordingly and shall promptly deliver satisfactory evidence of such increase to the City. To the extent available, the bonds shall further provide that no change or alteration of the Agreement (including, without limitation, an increase in the total compensation, as referred to above), extensions of time, or modifications of the time, terms, or conditions of payment to the Contractor, will release the surety. If the Contractor fails to furnish any required bond, the City may terminate this Agreement for cause.

3.2.13.4 Surety Qualifications. Only bonds executed by an admitted surety insurer, as defined in Code of Civil Procedure Section 995.120, shall be accepted. The surety must be a California-admitted surety with a current A.M. Best's rating no less than A:VIII and satisfactory to the City. If a California-admitted surety insurer issuing bonds does not meet these requirements, the insurer will be considered qualified if it is in conformance with Section 995.660 of the California Code of Civil Procedure, and proof of such is provided to the City.

3.2.14 Accounting Records. Contractor shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Contractor shall allow a representative of City during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Contractor shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

3.2.15 Work Sites.

3.2.15.1 Inspection Of Site. Contractor shall visit sites where Services are to be performed and shall become acquainted with all conditions affecting the Services prior to commencing the Services. Contractor shall make such examinations as it deems necessary to determine the condition of the work sites, its accessibility to materials, workmen and equipment, and to determine Contractor's ability to protect existing surface and subsurface

improvements. No claim for allowances–time or money–will be allowed as to such matters after commencement of the Services.

3.2.15.2 Field Measurements. Contractor shall make field measurements, verify field conditions and shall carefully compare such field measurements and conditions and other information known to Contractor with the Contract Documents, including any plans, specifications, or scope of work before commencing Services. Errors, inconsistencies or omissions discovered shall be reported to the City immediately and prior to performing any Services or altering the condition.

3.2.15.3 Hazardous Materials and Differing Conditions. Except as set forth in the Special Conditions or Specifications, should Contractor encounter material reasonably believed to be polychlorinated biphenyl (PCB) or other toxic wastes, hazardous substance and hazardous materials as defined in California state or federal law at the Site which have not been rendered harmless, the Contractor shall immediately stop work at the affected area and shall report the condition to the City in writing. The City shall contract for any services required to directly remove and/or abate PCBs, hazardous substances, other toxic wastes and hazardous materials, and shall not require the Contractor to subcontract for such services. The Services in the affected area shall not thereafter be resumed except by written agreement of the City and Contractor.

3.2.16 Loss and Damage. Contractor shall be responsible for all loss and damage which may arise out of the nature of the Services agreed to herein, or from the action of the elements, or from any unforeseen difficulties which may arise or be encountered in the prosecution of the Services until the same is fully completed and accepted by City.

3.2.17 Warranty. Contractor warrants all Services under the Contract (which for purposes of this Section shall be deemed to include unauthorized work which has not been removed and any non-conforming materials incorporated into the work) to be of good quality and free from any defective or faulty material and workmanship. Contractor agrees that for a period of one year (or the period of time specified elsewhere in the Contract or in any guarantee or warranty provided by any manufacturer or supplier of equipment or materials incorporated into the work, whichever is later) after the date of final acceptance, Contractor shall within ten (10) days after being notified in writing by the City of any defect in the Services or non-conformance of the Services to the Contract, commence and prosecute with due diligence all Services necessary to fulfill the terms of the warranty at its sole cost and expense. Contractor shall act sooner as requested by the City in response to an emergency. In addition, Contractor shall, at its sole cost and expense, repair and replace any portions of the work (or work of other contractors) damaged by its defective Services or which becomes damaged in the course of repairing or replacing defective work. For any work so corrected, Contractor's obligation hereunder to correct defective work shall be reinstated for an additional one year period, commencing with the date of acceptance of such corrected work. Contractor shall perform such tests as the City may require to verify that any corrective actions, including, without limitation, redesign, repairs, and replacements comply with the requirements of the Contract. All costs associated with such corrective actions and testing, including the removal, replacement, and reinstitution of equipment and materials necessary to gain access, shall be the sole responsibility of the Contractor. All warranties and guarantees of subcontractors, suppliers and manufacturers with respect to any portion of the work, whether express or implied, are deemed to be obtained by Contractor for the benefit of the City, regardless of whether or not such warranties and guarantees have been transferred or assigned to the City by separate agreement and Contractor agrees to enforce such warranties and guarantees, if necessary, on behalf of the City. In the event that Contractor fails

to perform its obligations under this Section, or under any other warranty or guaranty under this Contract, to the reasonable satisfaction of the City, the City shall have the right to correct and replace any defective or non-conforming work and any work damaged by such work or the replacement or correction thereof at Contractor's sole expense. Contractor shall be obligated to fully reimburse the City for any expenses incurred hereunder upon demand.

3.3 Fees and Payments.

3.3.1 Compensation. Contractor shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "C" attached hereto and incorporated herein by reference. The total compensation shall not exceed ONE MILLION ONE HUNRED THOUSAND SIX HUNDRED SEVENTEEN DOLLARS AND TWENTY CENTS ($1,100,617.20) with an annual not to exceed amount of TWO HUNDRED TWENTY THOUSAND ONE HUNDRED TWENTY THREE DOLLARS AND FORTY FOUR CENTS ($220,123.44) without written approval of the City Council or City Manager as applicable. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

3.3.2 Payment of Compensation. Contractor shall submit to City a monthly itemized statement which indicates work completed and hours of Services rendered by Contractor. The statement shall describe the amount of Services and supplies provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement. City shall, within 45 days of receiving such statement, review the statement and pay all approved charges thereon.

3.3.3 Deductions. City may deduct or withhold, as applicable, from each progress payment an amount necessary to protect City from loss because of: (1) stop payment notices as allowed by state law; (2) unsatisfactory prosecution of the Services by Contractor; (3) sums representing expenses, losses, or damages as determined by the City, incurred by the City for which Contractor is liable under the Agreement; and (4) any other sums which the City is entitled to recover from Contractor under the terms of the Agreement or pursuant to state law, including Section 1727 of the California Labor Code. The failure by the City to deduct any of these sums from a progress payment shall not constitute a waiver of the City's right to such sums.

3.3.4 Reimbursement for Expenses. Contractor shall not be reimbursed for any expenses unless authorized in writing by City.

3.3.5 Extra Work. At any time during the term of this Agreement, City may request that Contractor perform Extra Work. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the Project, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Contractor shall not perform, nor be compensated for, Extra Work without written authorization from City's Representative.

3.3.6 Prevailing Wages. Contractor is aware of the requirements of California Labor Code Section 1720, *et seq.*, and 1770, *et seq.*, as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is $1,000 or more, Contractor agrees to fully comply with such Prevailing Wage Laws. City shall

provide Contractor with a copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement. Contractor shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Contractor's principal place of business and at the project site. Contractor shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. It shall be mandatory upon the Contractor and all subcontractors to comply with all California Labor Code provisions, which include but are not limited to prevailing wages (Labor Code Sections 1771, 1774 and 1775), employment of apprentices (Labor Code Section 1777.5), certified payroll records (Labor Code Sections 1771.4 and 1776), hours of labor (Labor Code Sections 1813 and 1815) and debarment of contractors and subcontractors (Labor Code Section 1777.1). The requirement to submit certified payroll records directly to the Labor Commissioner under Labor Code section 1771.4 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Section 1771.4.

3.3.7 Registration/DIR Compliance. If the Services are being performed as part of an applicable "public works" or "maintenance" project, and if the total compensation is $15,000 or more, then pursuant to Labor Code Sections 1725.5 and 1771.1, the Contractor and all subcontractors performing such Services must be registered with the Department of Industrial Relations. Contractor shall maintain registration for the duration of the Project and require the same of any subcontractors, as applicable. This Project may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Contractor's sole responsibility to comply with all applicable registration and labor compliance requirements. Notwithstanding the foregoing, the contractor registration requirements mandated by Labor Code Sections 1725.5 and 1771.1 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Sections 1725.5 and 1771.1. Any stop orders issued by the Department of Industrial Relations against Contractor or any subcontractor that affect Contractor's performance of Services, including any delay, shall be Contractor's sole responsibility. Any delay arising out of or resulting from such stop orders shall be considered Contractor caused delay and shall not be compensable by the City. Contractor shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claim or liability arising out of stop orders issued by the Department of Industrial Relations against Contractor or any subcontractor.

3.4 Termination of Agreement.

3.4.1 Grounds for Termination. City may, by written notice to Contractor, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Contractor of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Contractor shall be compensated only for those services which have been adequately rendered to City, and Contractor shall be entitled to no further compensation. Contractor may not terminate this Agreement except for cause.

3.4.2 Effect of Termination. If this Agreement is terminated as provided herein, City may require Contractor to provide all finished or unfinished Documents and Data and other information of any kind prepared by Contractor in connection with the performance of Services under this Agreement. Contractor shall be required to provide such document and other information within fifteen (15) days of the request.

3.4.3 Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, City may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.5 General Provisions.

3.5.1 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

Contractor:

BrightView Landscape Services, Inc.
1300 N Lakeview Ave.
Anaheim, CA 92806
Attn: Jose Samaniego, Account Manager

City:

City of Artesia
18747 Clarkdale Avenue
Artesia, CA 90701
Attn: Ernesto Sanchez, Public Works Manager

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.5.2 Indemnification.

3.5.2.1 Scope of Indemnity. To the fullest extent permitted by law, Contractor shall defend, indemnify and hold the City, its officials, employees, agents and authorized volunteers free and harmless from any and all claims, demands, causes of action, suits, actions, proceedings, costs, expenses, liability, judgments, awards, decrees, settlements, loss, damage or injury of any kind, in law or equity, regardless of whether the allegations are false, fraudulent, or groundless, to property or persons, including wrongful death, (collectively, "Claims") in any manner arising out of, pertaining to, or incident to any acts, errors or omissions, or willful misconduct of Contractor, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Contractor's services, the Project or this Agreement, including without limitation the payment of all expert witness fees, attorneys' fees and other related costs and expenses. Notwithstanding the foregoing, to the extent required by Civil Code section 2782, Contractor's indemnity obligation shall not apply to liability for damages for death or bodily injury to persons, injury to property, or any other loss, damage or expense arising from the sole or active negligence or willful misconduct of the City or the City's agents, servants, or independent contractors who are directly responsible to the City, or for defects in design furnished by those persons.

3.5.2.2 Additional Indemnity Obligations. Contractor shall defend, with counsel of City's choosing and at Contractor's own cost, expense and risk, any and all Claims covered by this section that may be brought or instituted against City or its officials, employees,

agents and authorized volunteers. In addition, Contractor shall pay and satisfy any judgment, award or decree that may be rendered against City or its officials, employees, agents and authorized volunteers as part of any such claim, suit, action or other proceeding. Contractor shall also reimburse City for the cost of any settlement paid by City or its officials, employees, agents and authorized volunteers as part of any such claim, suit, action or other proceeding. Such reimbursement shall include payment for City's attorney's fees and costs, including expert witness fees. Contractor shall reimburse City and its officials, employees, agents and authorized volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Contractor's obligation to indemnify shall survive expiration or termination of this Agreement, and shall not be restricted to insurance proceeds, if any, received by the City, its officials, employees, agents and authorized volunteers.

3.5.3 Governing Law; Government Code Claim Compliance. This Agreement shall be governed by the laws of the State of California. Venue shall be in Los Angeles County. In addition to any and all contract requirements pertaining to notices of and requests for compensation or payment for extra work, disputed work, claims and/or changed conditions, Contractor must comply with the claim procedures set forth in Government Code sections 900 et seq. prior to filing any lawsuit against the City. Such Government Code claims and any subsequent lawsuit based upon the Government Code claims shall be limited to those matters that remain unresolved after all procedures pertaining to extra work, disputed work, claims, and/or changed conditions have been followed by Contractor. If no such Government Code claim is submitted, or if any prerequisite contractual requirements are not otherwise satisfied as specified herein, Contractor shall be barred from bringing and maintaining a valid lawsuit against the City.

3.5.4 Time of Essence. Time is of the essence for each and every provision of this Agreement.

3.5.5 City's Right to Employ Other Contractors. City reserves right to employ other contractors in connection with this Project.

3.5.6 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the parties.

3.5.7 Assignment or Transfer. Contractor shall not assign, hypothecate or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of the City. Any attempt to do so shall be null and void, and any assignees, hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

3.5.8 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Contractor include all personnel, employees, agents, and subcontractors of Contractor, except as otherwise specified in this Agreement. All references to City include its elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content or intent of this Agreement.

3.5.9 Amendment; Modification. No supplement, modification or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties. The City Manager is authorized to approve amendments that do not change the compensation amount.

3.5.10 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel or otherwise.

3.5.11 No Third Party Beneficiaries. Except to the extent expressly provided for in Section 3.5.7, there are no intended third party beneficiaries of any right or obligation assumed by the Parties.

3.5.12 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.5.13 Prohibited Interests. Contractor maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement. Further, Contractor warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Contractor further agrees to file, or shall cause its employees or subcontractors to file, a Statement of Economic Interest with the City's Filing Officer as required under state law in the performance of the Services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.5.14 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.5.15 Authority to Enter Agreement. Contractor has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.5.16 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

3.5.17 Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be modified by a writing signed by both parties.

[SIGNATURES ON NEXT PAGE]

SIGNATURE PAGE FOR MAINTENANCE SERVICES AGREEMENT BETWEEN THE CITY OF ARTESIA AND BRIGHTVIEW LANSCAPE SERVICES, INC.

IN WITNESS WHEREOF, the Parties have entered into this Agreement as of the 9TH day of MARCH, 2026.

CITY OF ARTESIA

Approved By:

_____
Abel Avalos
City Manager

Approved as to Form:

_____
Best Best & Krieger LLP
City Attorney

Attested By:

_____
City Clerk

BRIGHTVIEW LANDSCAPE SERVICES, INC.
[IF CORPORATION, TWO SIGNATURES, PRESIDENT **OR** VICE PRESIDENT **AND** SECRETARY **OR** TREASURER **REQUIRED**]

By:_____

Its:_____

Printed Name:_____

By:_____

Its:_____

Printed Name:_____

_____
Contractor's License Number and Classification

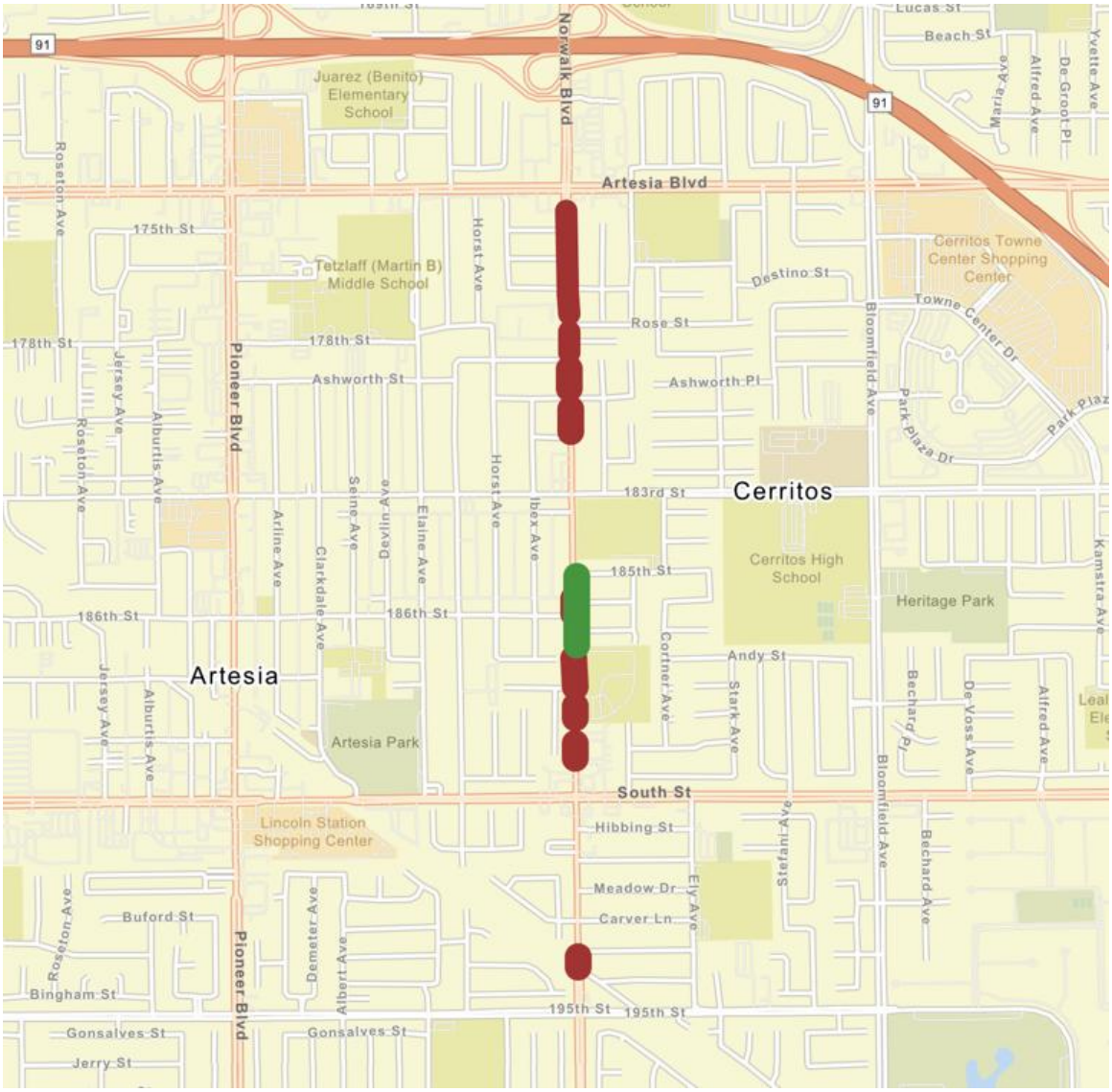
_____
DIR Registration Number

EXHIBIT "A"

SCOPE OF SERVICES

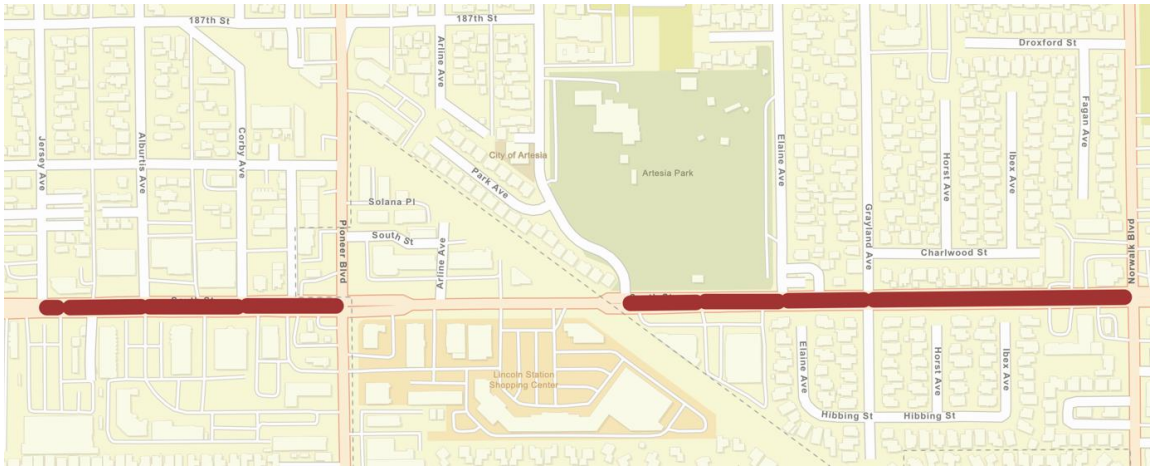
Landscape maintenance services on City right-of-way and public facilities. Locations include:

A. Norwalk Boulevard Medians from Flora Vista to Artesia Boulevard (RED) and two (2) landscaped parkways (GREEN). One from Koudekerk Street to Artesia Boulevard, and the second from 185th Street to 186th Street.



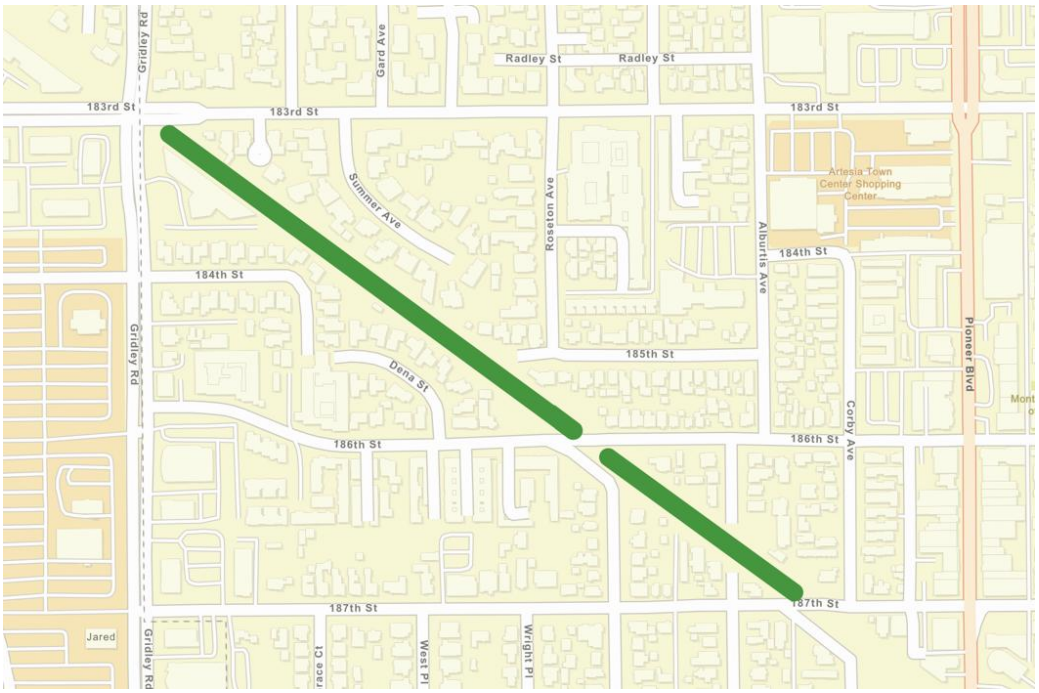
B. Artesia Boulevard Medians from Gridley Road to Norwalk Boulevard (RED) and landscaped arterial buffer from Elaine Avenue to Norwalk Blvd (GREEN).

C. South Street Eastside Medians from Clarkdale Avenue to Norwalk Boulevard, and South Street Westside Medians from Jersey Avenue to Pioneer Boulevard.



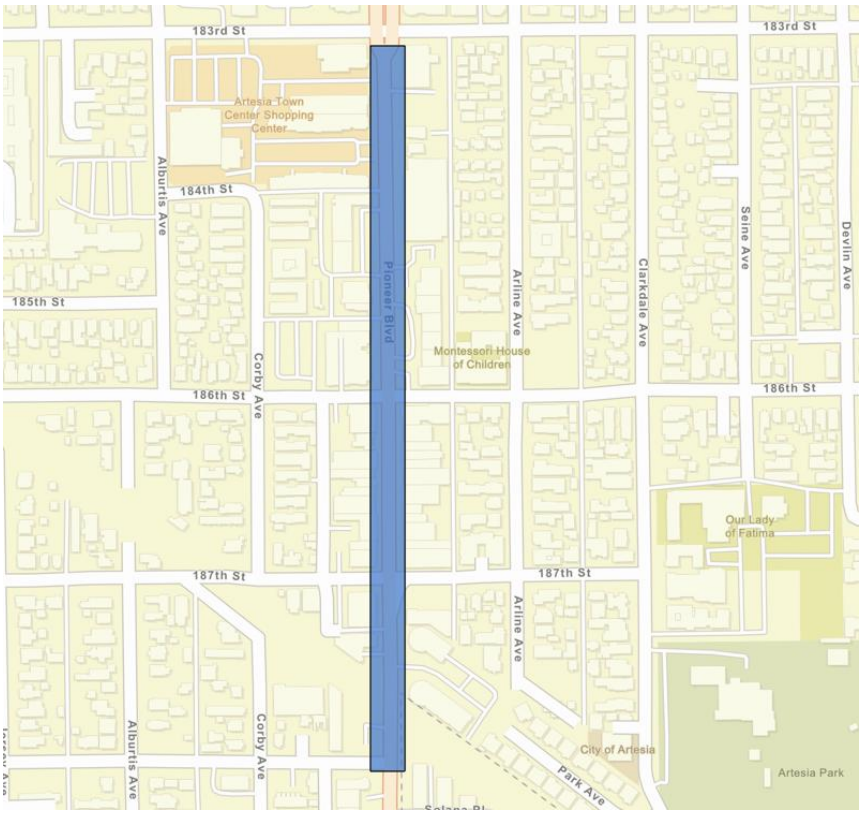
D. Pioneer Boulevard Medians from 166th Street to 183rd Street (RED), and Median and Hedges on Frampton Court (GREEN).

E. Historical Trail (walking path along railroad tracks between 187th Street and 183rd Street.



F. City vacant lot located at the corner of Pioneer Boulevard and 168th Street and City vacant lot located at 11817 168th Street.

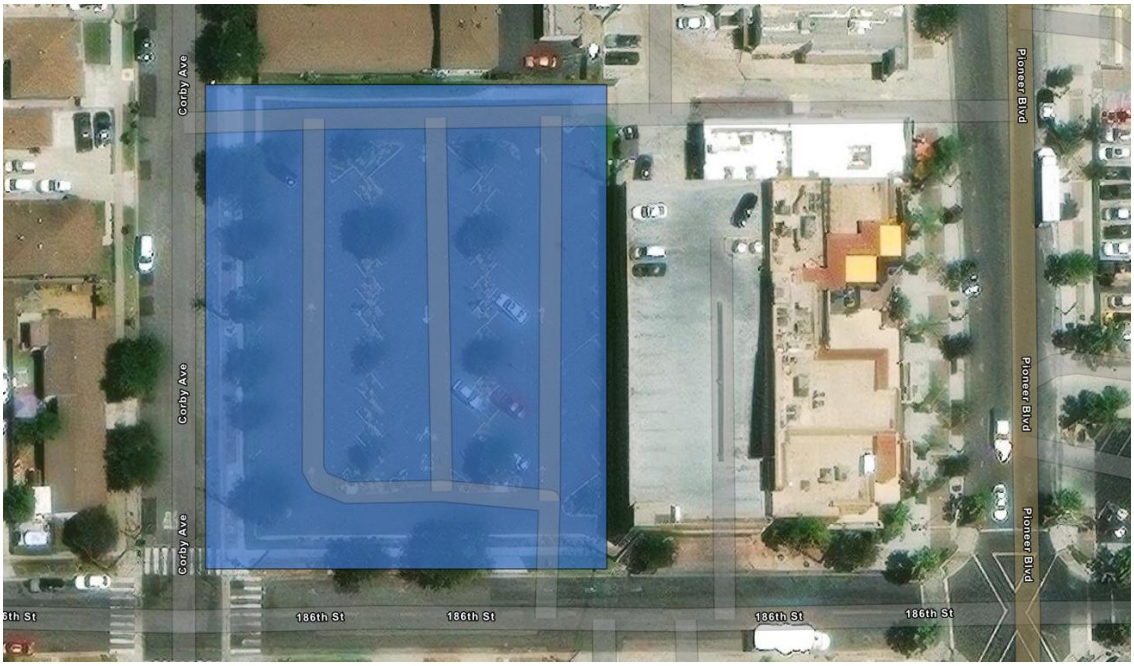
G. Downtown Planters and Median on Pioneer Boulevard between 183rd Street and 188th Street.



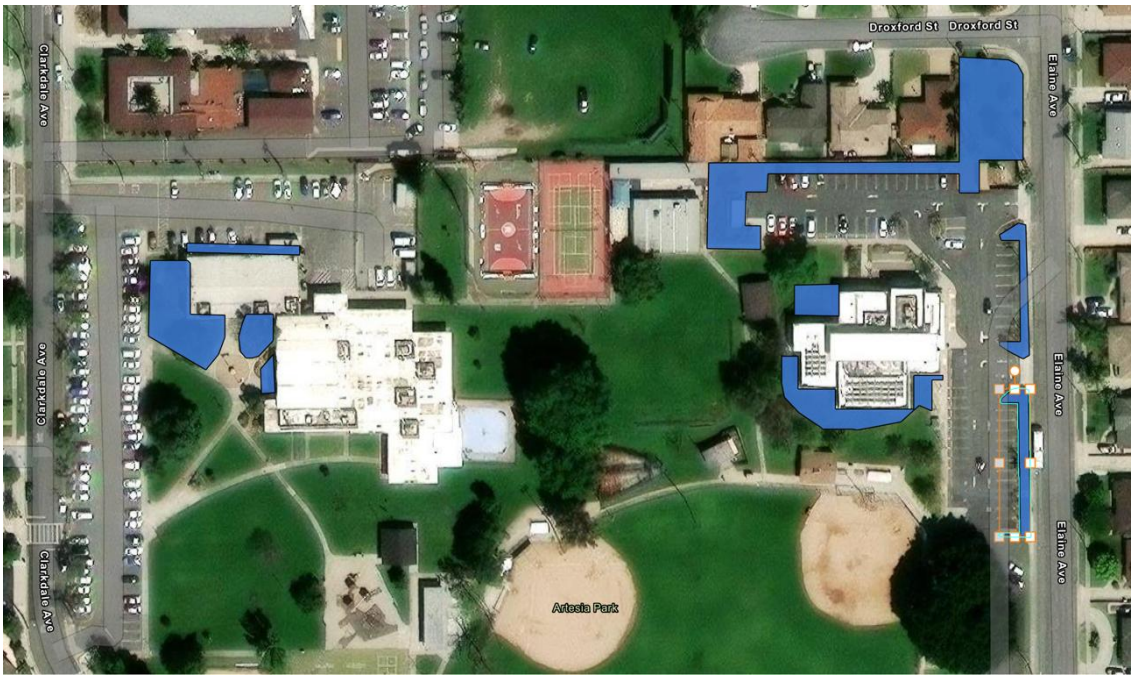
H. North Artesia Vines (GREEN)

I. Artesia City Hall lawn and planters located at 18747 Clarkdale Avenue.

J. City Parking lot located on the corner of Corby Avenue and 186th Street.



K. Albert O. Little Community Center landscaped planters located at 18750 Clarkdale Avenue and Artesia Library landscaped planters located at 18801 Elaine Avenue.



L. City Botanical Gardens located at 11512 178th Street.

M. City Water Tower located at 18315 Seine Avenue.

N. City Owned Building at 16712 Pioneer Boulevard.

EXHIBIT “B”

SCHEDULE OF SERVICES

The term of this Agreement shall be from April 1, 2026 to March 31, 2031, unless earlier terminated as provided herein. The City shall have the unilateral option, at its sole discretion, to renew this Agreement automatically for no more than one additional one-year terms.

EXHIBIT "C"

COMPENSATION

The base annual billing rate is **$145,123.44**, annually, which shall be payable monthly in equal installments upon receipt of monthly invoice for said services from Contractor.

In order to cover any necessary Extra Work that may occur, the total annual cost shall not exceed **$75,000.00.**

PROPOSAL PRICE SHEET

The proposal prices are to include and cover the furnishing of all labor, materials, equipment, fees, taxes, incidentals, and overhead necessary to perform the work. The proposer affirms that in the event they are awarded a contract they assure that all work will be performed in the specified manner and under the terms and conditions specified at the prices listed:

Location	Service Level	Cost per Service	Annual Cost
A. Norwalk Boulevard Medians, and Two (2) Parkways			
Irrigation Monitoring & Maintenance	Weekly	$28.08	$1,460.16
Herbicide/Pesticide Application	*Monthly*	$64.08	$768.96
Weed Abatement	*Weekly*	$7.08	$368.16
Turf Mowing/Edging	*Weekly*	$16.08	$836.16
Turf Fertilization	*2 x per year*	$34.08	$68.16
Shrub/Ground Cover Maintenance	*Weekly*	$219.00	$11,388.00
Shrub/Groundcover Fertilization	*2 x per year*	$29.04	$58.08
Hard Surfaces	*Weekly*	$4.08	$212.16
Inspection and Reporting of Dead Shrubs	*Weekly*	$6.00	$312.00
Yearly Total			$ 15,471.84

Location	Service Level	Cost per Service	Annual Cost
B. Artesia Boulevard Medians			
Irrigation Monitoring & Maintenance	Weekly	$112.08	$5,828.16
Herbicide/Pesticide Application	*Monthly*	$109.08	$1,308.96
Weed Abatement	*Weekly*	$11.04	$574.08
Turf Mowing/Edging	*Weekly*	$311.04	$16,174.08
Turf Fertilization	*2 x per year*	$266.04	$532.08
Shrub/Ground Cover Maintenance	*Weekly*	$256.08	$13,316.16
Shrub/Groundcover Fertilization	*2 x per year*	$52.08	$104.16
Hard Surfaces	*Weekly*	$6.00	$312.00
Inspection and Reporting of Dead Shrubs	*Weekly*	$11.04	$574.08
Yearly Total			$ 38,723.76

Location	Service Level	Cost per Service	Annual Cost
D. South Street Medians			
Irrigation Monitoring & Maintenance	Weekly	$29.04	$1,510.08
Herbicide/Pesticide Application	*Monthly*	$65.04	$780.48
Weed Abatement	*Weekly*	$7.08	$368.16
Shrub/Ground Cover Maintenance	*Weekly*	$225.00	$11,700.00
Shrub/Groundcover Fertilization	*2 x per year*	$30.00	$60.00
Hard Surfaces	*Weekly*	$4.08	$212.16
Inspection and Reporting of Dead Shrubs	*Weekly*	$6.00	$312.00
Rose Care	*Weekly*	$5.04	$262.08
Yearly Total			$ 15,204.96

Location	Service Level	Cost per Service	Annual Cost
D. Pioneer Boulevard Medians, and Median and Hedges on Frampton Court			
Irrigation Monitoring & Maintenance	Weekly	$50.04	$2,602.08
Herbicide/Pesticide Application	*Monthly*	$115.08	$1,380.96
Weed Abatement	*Weekly*	$13.08	$680.16
Shrub/Ground Cover Maintenance	*Weekly*	$394.08	$20,492.16
Shrub/Groundcover Fertilization	*2 x per year*	$53.04	$106.08
Hard Surfaces	*Weekly*	$7.08	$368.16
Inspection and Reporting of Dead Shrubs	*Weekly*	$11.04	$574.08
Rose Care	*Weekly*	$8.04	$418.08
Yearly Total			$ 26,621.76

Location	Service Level	Cost per Service	Annual Cost
E. Historical Trail			
Irrigation Monitoring & Maintenance	Weekly	$15.00	$780.00
Herbicide/Pesticide Application	*Monthly*	$33.00	$396.00
Weed Abatement	*Weekly*	$4.08	$212.16
Shrub/Ground Cover Maintenance	*Weekly*	$115.08	$5,984.16
Shrub/Groundcover Fertilization	*2 x per year*	$15.00	$30.00
Hard Surfaces	*Weekly*	$2.04	$106.08
Inspection and Reporting of Dead Shrubs	*Weekly*	$3.00	$156.00
Rose Care	*Weekly*	$2.04	$106.08
Tree Pruning/Trimming	*2 x per year*	$117.00	$234.00
Yearly Total			$ 8,004.48

Location	Service Level	Cost per Service	Annual Cost
F. Two City Vacant Lots			
Herbicide/Pesticide Application	*4 x per year*	$117.00	$468.00
Weed Abatement	*4 x per year*	$317.04	$1,268.16
Hard Surfaces	*4 x per year*	$33.00	$132.00
Yearly Total			**$** 1,868.16

Location	Service Level	Cost per Service	Annual Cost
G. Downtown Planters and Median			
Irrigation Monitoring & Maintenance	Weekly	$14.04	$730.08
Herbicide/Pesticide Application	*Monthly*	$32.04	$384.48
Weed Abatement	*Weekly*	$4.08	$212.16
Shrub/Ground Cover Maintenance	*Weekly*	$110.04	$5,722.08
Shrub/Groundcover Fertilization	*2 x per year*	$15.00	$30.00
Hard Surfaces	*Weekly*	$2.04	$106.08
Inspection and Reporting of Dead Shrubs	*Weekly*	$3.00	$156.00
Tree Pruning/Trimming	*2 x per year*	$111.00	$222.00
Yearly Total			**$** 7,562.88

Location	Service Level	Cost per Service	Annual Cost
H. North Artesia Vines			
Vine Pruning/Trimming	*Monthly*	$305.04	$3,660.48
Yearly Total			**$** 3,660.48

Location	Service Level	Cost per Service	Annual Cost
I. City Hall			
Irrigation Monitoring & Maintenance	Weekly	$4.08	$212.16
Herbicide/Pesticide Application	*Monthly*	$8.04	$96.48
Weed Abatement	*Weekly*	$1.08	$56.16
Shrub/Ground Cover Maintenance	*Weekly*	$29.04	$1,510.08
Shrub/Groundcover Fertilization	*2 x per year*	$4.08	$8.16
Hard Surfaces	*Weekly*	$1.08	$56.16
Inspection and Reporting of Dead Shrubs	*Weekly*	$1.08	$56.16
Turf Mowing/Edging	*Weekly*	$1.08	$56.16
Vine Pruning/Trimming	*Monthly*	$6.00	$72.00
Tree Pruning/Trimming	*2 x per year*	$30.00	$60.00
Yearly Total			$ 2,183.52

Location	Service Level	Cost per Service	Annual Cost
J. City Parking Lot – Corby and 168th			
Irrigation Monitoring & Maintenance	Weekly	$8.04	$418.08
Herbicide/Pesticide Application	*Monthly*	$17.04	$204.48
Weed Abatement	*Weekly*	$2.04	$106.08
Shrub/Ground Cover Maintenance	*Weekly*	$59.04	$3,070.08
Shrub/Groundcover Fertilization	*2 x per year*	$8.04	$16.08
Hard Surfaces	*Weekly*	$1.08	$56.16
Inspection and Reporting of Dead Shrubs	*Weekly*	$2.04	$106.08
Tree Pruning/Trimming	*2 x per year*	$68.04	$136.08
Yearly Total			$ 4,113.12

Location	Service Level	Cost per Service	Annual Cost
K. Albert O. Little Community Center and Artesia Library Planters			
Irrigation Monitoring & Maintenance	Weekly	$19.08	$992.16
Herbicide/Pesticide Application	*Monthly*	$44.04	$528.48
Weed Abatement	*Weekly*	$5.04	$262.08
Shrub/Ground Cover Maintenance	*Weekly*	$152.04	$7,906.08
Shrub/Groundcover Fertilization	*2 x per year*	$20.04	$40.08
Hard Surfaces	*Weekly*	$3.00	$156.00
Inspection and Reporting of Dead Shrubs	*Weekly*	$4.08	$212.16
Yearly Total			$ 10,097.04

Location	Service Level	Cost per Service	Annual Cost
L. City Botanical Gardens			
Herbicide/Pesticide Application	*2 x per month*	$21.00	$546.00
Weed Abatement	*2 x per month*	$267.00	$6,942.00
Hard Surfaces	*2 x per month*	$15.00	$390.00
Yearly Total			**$**

Location	Service Level	Cost per Service	Annual Cost
M. City Water Tower			
Herbicide/Pesticide Application	*4 x per year*	$119.04	$476.16
Weed Abatement	*4 x per year*	$309.00	$1,236.00
Hard Surfaces	*4 x per year*	$33.00	$132.00
Tree Pruning/Trimming	*2 x per year*	$28.08	$56.16
Yearly Total			**$** 1,900.32

Location	Service Level	Cost per Service	Annual Cost
N. Building at 16712 Pioneer Blvd			
Irrigation Monitoring & Maintenance	Weekly	$3.00	$156.00
Herbicide/Pesticide Application	*Monthly*	$8.04	$96.48
Weed Abatement	*Weekly*	$1.08	$56.16
Shrub/Ground Cover Maintenance	*Weekly*	$27.00	$1,404.00
Shrub/Groundcover Fertilization	*2 x per year*	$4.08	$8.16
Hard Surfaces	*Weekly*	$1.08	$56.16
Inspection and Reporting of Dead Shrubs	*Weekly*	$1.08	$56.16
Turf Mowing/Edging	*Weekly*	$-	$-
Yearly Total			**$** 1,833.12

Total Annual Cost: $145,123.44

Proposers Signature _____ Date 1/28/26

BrightView Landscape Services, Inc.

EXTRA WORK PRICE SHEET

The proposal prices are to include and cover the furnishing of all labor, materials, equipment, fees, taxes, incidentals, and overhead necessary to perform the work. The proposer affirms that in the event they are awarded a contract they assure that all work will be performed in the specified manner and under the terms and conditions specified at the prices listed:

Location	Cost per Service
Reseeding of Turf (per 25 sq. ft.)	$0.8325
Soil Samples (per test)	$175
Irrigation Repair (per hour)	$75
Replacement of Plant Materials (labor only per 1-5 gallon pot)	$15
Emergency/After Hour Response	$75

Proposers Signature _____ Date 1/28/26

BrightView Landscape Services, Inc.

CITY COUNCIL AGENDA REPORT

MEETING DATE: March 9, 2026 **ITEM NO:** 9J.

TO: Mayor and Members of the City Council

SUBJECT: Second Reading and Consideration of Ordinance Establish Temporary Outdoor Lighting Regulations

FROM: Jennifer Alderete, City Clerk

REVIEWED AND APPROVED BY:
Abel Avalos, City Manager

RECOMMENDATION:
Staff recommends that the City Council:

1. Adopt Ordinance No. 26-981, Amending Title 9, Chapter 2 (Zoning) of title 9 (planning and zoning) of the Artesia Municipal Code related to temporary outdoor lighting; and
2. Find That This Action Is Exempt From the Requirements of the CEQA Pursuant to Sections 15378(b)(5), and 15061(b)(3).

BACKGROUND:
The City Council took action to waive further reading, and introduce Ordinance No. 26-981 on February 9, 2026.

FISCAL IMPACT:
There are no fiscal impact associated with the approval of this item.

Attachments

Ordinance 26-981.pdf

ORDINANCE NO.26-981

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, ADDING SECTION 9-2.1250 TO TITLE 9 OF THE ARTESIA MUNICIPAL CODE ESTABLISHING REGULATIONS AND STANDARDS FOR THE USE OF TEMPORARY OUTDOOR LIGHTING IN RESIDENTIAL ZONES; AND DETERMINING THE ORDINANCE TO BE EXEMPT FROM CEQA

WHEREAS, the City of Artesia ("City") is authorized under its police power to enact regulations to preserve the public health, safety, and welfare; and

WHEREAS, Article 12.5 of Title 9 of the Artesia Municipal Code ("AMC") currently regulates temporary outdoor lighting in commercial and industrial zones; and

WHEREAS, the City now desires to amend Article 12.5 of Title 9 of the AMC to include regulation of temporary outdoor lighting in residential zones ("Ordinance"); and

WHEREAS, on January 20, 2026, the Planning Commission conducted a duly noticed public hearing to consider the proposed Ordinance, and following receipt of all public testimony, closed the public hearing on that date and adopted Resolution No. 2026-04P, recommending the City Council adopt the Ordinance; and

WHEREAS, the City Council conducted a duly noticed public hearing on January 23, 2026 at which members of the public were afforded an opportunity to comment on the Ordinance, the recommendations of staff, and other public testimony; and

WHEREAS, all legal preconditions to the adoption of the Ordinance have occurred.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ARTESIA DOES ORDAIN AS FOLLOWS:

SECTION 1. Recitals. The City Council hereby finds and determines that the Recitals above are true and correct and incorporated herein.

SECTION 2. CEQA. The City Council finds that this Ordinance is not subject to the California Environmental Quality Act (CEQA) because the Ordinance is not a CEQA "project" pursuant to State CEQA Guidelines section 15378(b)(5), which provides that organizational and administrative activities of governments that will not result in physical environmental impacts are not CEQA projects, and here the proposed Ordinance establishes regulations and standards for the use of temporary outdoor lighting in residential zones. Further, the City Council finds that State CEQA Guidelines section 15061(b)(3) exempts those activities for which it can be seen with certainty that there is no potential to result in significant environmental effects. The Ordinance has no potential to result in physical change to the environment, directly or indirectly, as the Ordinance does not propose nor authorize any action that would have the potential to cause a physical change to the environment, directly or indirectly. The City Council directs staff to file a notice of exemption within five days of the adoption of this Ordinance.

SECTION 3. General Plan Consistency. Based on the entire record before the City Council, and all written and oral evidence presented, the City Council hereby finds that the Ordinance is consistent with the City's adopted General Plan. The purpose of the proposed Ordinance is to establish regulations and standards for the use of temporary outdoor lighting in residential zones in order to protect residential areas from the effects of potentially incompatible uses and encourage uniformly high standards of residential property maintenance to preserve real estate values and high quality of life, consistent with Community Policies LU 2.1 and 2.2 in the General Plan. Therefore, the Ordinance is consistent with the General Plan.

SECTION 4. Amendment. Section 9-2.1250 is added to Title 9 of the Artesia Municipal Code as set forth below:

"§ 9-2.1250 **Temporary Outdoor Lighting Regulations in Residential Zones**.

(a) *Purpose and Intent*. It is the purpose of this Chapter to establish regulations and standards which will reduce light pollution generated by, including but not limited to, residential, commercial, and industrial lighting fixtures and devices, minimizes light pollution which has a detrimental effect on the environment and they enjoyment of the night sky, reduce and minimize lighting and lighting practices which cause unnecessary illumination on adjacent properties, correct problems of glare and light trespass, reduce energy use, and comply with the regulations set forth in the California Building Efficiency Standards Code or successor statute.

(b) *Definitions*. The terms and definitions used in this Chapter, are incorporated herein, and shall have the meanings set forth in this Chapter, except as provided as follows:

Abandoned or Vacant Property has the same meaning as defined in Title 5, Chapter 24 of this Code.

Day means calendar day.

Community Development Director includes their designee.

Disabling Glare means glare that: (1) impairs the visibility and creates a potential hazardous situation for either pedestrians or motorists, or (2) precludes or interferes with the operation of nearby business or the provision of activities, programs or services, or enjoyment of the use on nearby property.

Foot-Candle means a unit of light measurement equal to one lumen per square foot.

Glare means the brightness of a light source that causes annoyance, discomfort, or loss in visual performance or visibility to the eye.

Light Trespass means light emitted by a lighting installation, bulb, or other light device which shines beyond the boundaries of the property on which the light is installed.

Lumen means a unit of measurement of light. One lumen equals one foot-candle falling onto one square foot of area.

Luminaire means a lighting fixture complete with the light source or lamp, the reflector directing the light, an aperture (with or without a lens), the outer shell or housing for a lamp alignment and protection, an electrical ballast, if required, and connection to a power source.

Nuisance Glare means a glare that: (1) creates an annoyance, discomfort, or hazard; or (2) creates an annoyance, discomfort, or impairs or impedes on a person's right to peacefully enjoy their property.

Watt means a standard unit of power (energy per unit time), the equivalent of one joule per second.

(c) *Exempt Lighting*. The following outdoor lighting and lighting fixtures are exempt from this Chapter:

(1) Fossil fuel (e.g. gas or kerosene) lamps;

(2) Temporary holiday or seasonal lights or decorations, for the time period commencing 30 days prior to the holiday, and extending not later than 30 days after the holiday;

(3) Flag lighting of 150 watts or less and which does not cause a nuisance glare as defined herein;

(4) Exposed string or solar outdoor lighting, provided (i) they consist exclusively of white light with a clear bulb, (ii) the installation of such lights shall be limited to the lighting of living landscape features (shrubs and trees), and (iii) all such lighting is installed in accordance with applicable safety regulations, including this Chapter;

(5) Interior lighting, provided that overly bright interior light emitted outdoors from any structure will be subject to control by this Chapter if it is determined by the community development director that the indoor lighting creates light trespass, nuisance glare, or disabling glare.

(d) *Prohibited Lighting*. The following lighting systems are prohibited except as otherwise indicated:

(1) Aerial lasers, “search light” style lights, and flashing lights, unless they are allowed pursuant to another section of this Code.

(2) Lighting fixtures mounted in such a way as to illuminate a roof, or aimed towards a neighboring property line or which causes disabling glare or light trespass, as determined by the community development director .

(e) *Lighting Plan Required*. Except for lighting on an existing single-family residence, the submittal of a lighting plan is required as part of a development application or land use permit or clearance.

(f) *Performance Standards Applicable to all Zones*. The following performance standards are applicable in all zones:

(1) All lights shall be directed, oriented, and shielded to prevent light trespass or glare onto adjacent properties, onto public right-of-way, other public areas, and/or driveway areas.

(2) Lighting shall not be directed toward or seen from any highway, freeway, or public street, alleyway, or other public path in such a manner that would result in disabling glare for drivers

(3) Motion detector lighting fixtures are allowed provided that: (a) there is no light trespass or spillover onto adjacent properties; (b) fixtures are mounted within five [5] feet of an entrance or exit door, garage door, or alcove of a structure; (c) installed no more than eight [8] feet above the ground; and (d) illuminated with a maximum of two light bulbs of no more than 75 watts each.

(4) Exterior lighting shall be turned off during daylight hours—hours between sunrise (dawn) and sunset.

(g) *Lighting in Residential Zones*. General requirements in all residential zones:

(1) All outdoor lighting shall be installed and operated in conformance with this Chapter, all other applicable provisions of this Code, Title 24 of the California Code of Regulations, Part 6, and the Uniform Building and Electrical Codes. In the event of any conflicts between this Chapter and any other provision of this Code, the more stringent regulation shall apply.

(2) In multi-family residential dwellings or buildings, lighting for safety and/or security purposes shall be provided at entryways, along walkways, between buildings, and within parking areas.

(h) *Administration and Enforcement*.

(1) The community development director, or their designee, shall administer and enforce the provisions of this Chapter.

(2) All violations of this Article are punishable as provided in Chapter 1 of Title 5 of this Code."

SECTION 5. Effective Date. This Ordinance shall become effective thirty (30) days following its adoption.

SECTION 6. Severability. Should any provision of this Ordinance, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Ordinance or the application of this Ordinance to any other person or circumstance, and, to that end, the provisions hereof are severable. The City Council of the City of Artesia declares that it would have adopted all the provisions of this Ordinance that remain valid if any provisions of this ordinance are declared invalid.

SECTION 7. Adoption, Certification, and Publication. The City Clerk of the City of Artesia shall certify the passage and adoption of this Ordinance and shall cause the same, or a summary thereof, to be published and/or posted in the manner required by law.

SECTION 8. Record of Proceedings. The documents and materials associated with this Ordinance that constitute the record of proceedings on which these findings are based are located at 18747 Clarkdale Avenue, Artesia, California, 90701. The City Clerk is the custodian of the record of proceedings.

PASSED, APPROVED AND ADOPTED by the City Council of the Artesia, California, at a regular meeting of the City Council held on the 12th day of February, 2026 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
RENE TREVINO, MAYOR

ATTEST:

_____

JENNIFER ALDERETE, CITY CLERK

APPROVED AS TO FORM:

_____

BEST BEST & KRIEGER, CITY ATTORNEY

CITY COUNCIL AGENDA REPORT

MEETING DATE: March 9, 2026 **ITEM NO: 9K.**

TO: Mayor and Members of the City Council

SUBJECT: Second Reading and Consideration of Ordinance Amending the City's Fireworks Code

FROM: Jennifer Alderete, City Clerk

REVIEWED AND APPROVED BY:
Abel Avalos, City Manager

RECOMMENDATION:
Staff recommends that the City Council:

1. Adopt Ordinance No. 26-982, an Ordinance of the City Council of the City of Artesia, California, Amending Chapter 2 (Fireworks) of Title 4 (Public Safety) Regarding Illegal Fireworks;
2. Find the ordinance exempt from CEQA under Sate CEQA Guidelines Sections 15060(c)(2),(3) 15061(b)(3); and
3. Approve the proposed administrative fines for fireworks violations and direct staff to bring back an adopting resolution to coincide with the adoption of Ordinance No. 26-982.

BACKGROUND:
The City Council took action to waive further reading, and introduce Ordinance No. 26-982 on February 9, 2026.

FISCAL IMPACT:
There are no fiscal impact associated with the approval of this item.

Attachments

Ordinance 26-982.pdf

ORDINANCE NO. 26-982

AN ORDINANCE OF THE CITY COUNCIL OF ARTESIA, CALIFORNIA, REVISING CHAPTER 2 (FIREWORKS) OF TITLE 4 (PUBLIC SAFETY) OF THE ARTESIA MUNICIPAL CODE REGARDING ILLEGAL FIREWORKS

WHEREAS, the City of Artesia ("City"), in the exercise of its police power, has the authority to enact all ordinances in furtherance of the public health, safety, and welfare;

WHEREAS, the City is statutorily authorized to regulate the permitting and selling of safe and sane of fireworks pursuant to Health and Safety Code sections 12541 and 12640;

WHEREAS, the City's Municipal Code currently prohibits the sale, possession, and use of illegal fireworks to protect the health, safety and welfare of life and property;

WHEREAS, the City Council has identified that the discharge of illegal fireworks as an extreme danger and nuisance, and finds that there should be an increase in enforcement and penalties for the discharge of illegal fireworks, particularly dangerous fireworks;

WHEREAS, according to the Los Angeles Fire Department, each year, thousands of people, many of them children, are burned, blinded, and even disfigured by fireworks. In addition, fireworks causes fires that cost us millions of dollars in property loss (https://fire.lacounty.gov/fireworks-safety-and-july-4th-celebration-information/; *see also*, "Illegal fireworks lab connected to massive California explosion is raided, spurring school evacuations," *LA Times*, Oct. 28, 2025, https://www.latimes.com/california/story/2025-10-28/students-evacuated-as-law-enforcement-raids-illegal-fireworks-lab-in-east-l-a; "Deadly Fourth of July holiday: 3 killed in SoCal due to fireworks," NBC Los Angeles, Jul. 6, 2025, https://www.nbclosangeles.com/news/local/deadly-fourth-of-july-holiday-3-killed-in-socal-due-to-firework-mishaps/3739250/; "Fireworks explosion in Pacoima turns deadly after multiple homes set on fire," ABC7 Los Angeles, July 5, 2025, https://abc7.com/post/fire-crews-battling-residential-involving-active-fireworks-pacoima/16945427/);

WHEREAS, City law enforcement and code enforcement face challenges identifying and citing violators who explode dangerous fireworks in the City. To increase enforcement mechanisms, the City desires to adopt a "social host" regulation that would make the property owner or person in charge of a property strictly liable when any person sells, possesses, ignites, explodes, projects, or otherwise fire or make use of fireworks on the property owned by such person in violation of the City's ordinances;

WHEREAS, dangerous fireworks pose an extreme threat of fire and injury to the subject property, surrounding properties, individuals, and the general public. The proposed amendments to the City's fireworks ordinance are intended to impose strict administrative and civil liability upon the violator and the property owner or person in charge of a property;

WHEREAS, thus, the City wishes to amend the Municipal Code to further protect against the use of illegal fireworks, particularly dangerous fireworks.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ARTESIA DOES ORDAIN AS FOLLOWS:

SECTION 1. **Incorporation of Recitals.** The recitals above are each incorporated by reference and adopted as findings by the City Council.

SECTION 2. **CEQA.** The City Council finds that this Ordinance is exempt from the California Environmental Quality Act ("CEQA") because the Ordinance does not qualify as a "project" under CEQA and because the Ordinance will not result in a direct or reasonably foreseeable indirect physical change in the environment. (State CEQA Guidelines section 15060, subd. (c)(2), (3).) Section 15378 of the State CEQA Guidelines defines a project as the whole of an action, which could potentially result in either a direct physical change, or reasonably foreseeable indirect physical change, in the environment. Here, the Ordinance will not result in any construction or development, and it will not have any other effect that would physically change the environment. The Ordinance therefore does not qualify as a project subject to CEQA.

In the alternative, even if the Ordinance did qualify as a "project" under CEQA, it would be exempt from CEQA under State CEQA Guidelines section 15061(b)(3), which exempts projects from CEQA "[w]here it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment." Thus, even if the Ordinance could result in some physical change in the environment, the Ordinance is exempt from CEQA because it can be seen with certainty that there is no possibility that the Ordinance may have a significant effect on the environment. The Ordinance relates to the temporary sale of fireworks on City property, and therefore will not result in an significant effect on the environment.

SECTION 3. Code Amendment. Sections of Chapter 2 (Fireworks) of Title 4 (Public Safety) and Chapter 7 of Title 8 are amended as shown in the attached Exhibit A of this Ordinance. Exhibit A is incorporated herein by reference.

SECTION 4. **Effective Date.** This Ordinance shall become effective 30 days after adoption.

SECTION 5. **Severability**. Should any provision of this Ordinance, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Ordinance or the application of this Ordinance to any other person or circumstance, and, to that end, the provisions hereof are severable. The City Council of the City of Artesia declares that it would have adopted all the provisions of this Ordinance that remain valid if any provisions of this ordinance are declared invalid.

SECTION 6. **Adoption, Certification, and Publication.** The City Clerk of the City of Artesia shall certify the passage and adoption of this Ordinance and shall cause the same, or a summary thereof, to be published and/or posted in the manner required by law.

SECTION 7. **Record of Proceedings.** The documents and materials associated with this ordinance that constitute the record of proceedings on which these findings are based are located at 18747 Clarkdale Avenue, Artesia, California, 90701. The City Clerk is the custodian of the record of proceedings.

PASSED, APPROVED AND ADOPTED by the City Council of the Artesia, California, at a regular meeting of the City Council held on the 9th day of March, 2026.

_____
RENE TREVINO, MAYOR

ATTEST:

_____
JENNIFER ALDERETE, CITY CLERK

APPROVED AS TO FORM:

_____
HONGDAO NGUYEN, CITY ATTORNEY

Exhibit A to Ordinance No. 26-982

CHAPTER 2
FIREWORKS

Additions to text marked with underline, deletions marked with ~~strikethrough~~.

§ 4-2.101. ~~Safe and Sane Fireworks Permitted.~~ Intent and Purpose

This chapter shall govern the sale, offer for sale, use, discharge, firing, storage, handling, and use or possession of fireworks. It is unlawful for any person to sell, offer for sale, have in their possession, store, fire, set off, discharge or use, or cause or permit to be sold, offered for sale, stored or possessed by such person, fired, set off, discharge or use, any fireworks unless such fireworks are classified as "safe and sane" by the State Fire Marshal (referred to as "safe and sane fireworks" in this chapter) and unless all terms and provision of the State Fireworks Law contained in Part 2 of Division 11 of the Health and Safety Code of the State of California and all provisions of this chapter are complied with. Nothing herein contained shall prohibit the public display of fireworks as authorized by Section 4-2.105 (c) of this chapter subject to the terms and provisions of State Fireworks Law.

Notwithstanding the provisions of the Fire Code of the City of Artesia, adopted and found in Chapter 7 of Title 8 of this Code, safe and sane fireworks, as defined in Section 12529 of the California Health and Safety Code, may be sold and discharged in the City pursuant to the provisions of this chapter and not otherwise.

§ 4-2.102. Violation – Strict Liability

(a) Violations of this chapter are strict liability offenses regardless of intent or personal knowledge of any other persons engaging in any violation of this chapter. Any person, firm, corporation or other entity that violates any portion of this chapter is subject to the enforcement provisions of Chapters 2 and 7 of Title 1 of this Code, unless otherwise stated.

(b) "Responsible person" as defined in Section 1-7.02 of this Code. For purposes of this Chapter, a "Responsible Person" also includes, but is not limited to, any responsible person who allows, permits, or invites others to gather on a parcel of property that the person owns, possesses, or controls, or who organizes, supervises, officiates, conducts, controls or is otherwise in charge of, an activity on the property, whether or not present during a violation(s), and who shall be liable for such violation(s).

(c) Responsible Person Liability.

(1) A Responsible person is strictly liable for any violation of this chapter that occurs during a gathering on property that they own, possess, or control, or in the public right of way immediately adjacent to property that the responsible person owns, possesses, or controls, subject to subsection

(c)(4), regardless of whether the responsible person is present at, or has knowledge of, the gathering.

(2) A responsible person is subject to administrative citation for any violation under this chapter, regardless of personal intent or awareness of the violations.

(3) It shall be unlawful and a responsible person shall be strictly liable when any person sells, possesses, ignites, explodes, projects, or otherwise fires or makes use of fireworks on the property owned by such responsible person or under the control of such responsible person in violation of this chapter, irrespective of whether the responsible person had the intent or knowledge of such violation or otherwise acted negligently.

(4) It is a rebuttable assumption that any prohibited act under this chapter conducted in the public right of way or any public property by any person is attributable to the responsible person where such violations are conducted immediately adjacent to the responsible person's property.

(5) In addition to any other penalties provided by law, any person who commits a violation of this chapter shall be subject to administrative fine(s) in an amount as adopted by Council resolution.

(6) A responsible person shall not be in violation of this section or responsible for the acts of others who violate this chapter if they seek immediate assistance from law enforcement or fire officials to report a violation of this chapter and before such violations are witnessed by law enforcement, code enforcement, or City Manager's designee, or fire officials.

(7) When a responsible person did not sell, possess, ignite, explode, project, or otherwise fire or make use of fireworks on the property, penalties under this chapter may be assessed against both the responsible person and the person who did sell, possess, ignite, explode, project, or otherwise fire or make use of fireworks on the property. Nothing in this chapter shall be interpreted to limit liability and penalties under any other violations present under this Code, state law, federal law, or any other applicable law, rule, provision, or regulation.

(8) Nothing in this section shall be interpreted to limit liability and penalties under any other violations present under this Code, state law, federal law, or any other applicable law, rule, provision, or regulation.

§ 4-2.~~109~~103. Parental Responsibility.

Pursuant to Section 1714.1(a) of the California Civil Code and to the extent permitted by that and any other applicable law, any act of a minor in the discharge of a firework that results in injury or death to another person or in any injury to the property of another shall

be imputed to the parent or guardian having custody and control of the minor for all purposes of civil damages, and the parent or guardian having custody and control shall be jointly and severally liable with the minor for any damages resulting from the minor's act in an amount not to exceed $25,000 or such greater amount as allowed by law. Such damages may include restitution to the person injured or the owner of property whose property has been damaged.

§ 4-2.~~102~~104. Permits: Required.

No person shall offer for sale or sell at retail any fireworks of any kind in the City without having first applied for and received a permit therefor. Permits shall be issued on a first come first serve basis upon approval of permit applications submitted in compliance with Sections 4-2.103 and 4-2.104. No more than 10 permits shall be issued each year.

§ 4-2.~~103~~105. Permits: Applications; Accompanying Data.

(a) Applications for the permits required by the provisions of Section 4-2.102 of this article shall be made in writing and shall:

(1) Be filed with the City Clerk by the second Tuesday in February of each year;

(2) Set forth the proposed location of the fireworks stands applied for;

(3) Provide the principal and permanent meeting place of the applicant organization, the address of the meeting place and the day and time of the meeting;

(4) Provide the details of the intended charitable use of the proceeds from the sale of fireworks;

(5) Be accompanied by an assurance that if the permit is issued to the applicant, the applicant, shall indemnify the City and hold it harmless against any claims or damages related to the permit in a form approved by the City Attorney. Moreover, at the time of the receipt of such permit, the applicant shall deliver to the City Clerk insurance policies in the minimum amounts of $1,000,000 for the bodily injury or death of any one person, $1,000,000 for the bodily injury or death of two or more persons in any one occurrence, and $1,000,0000 for damages to property resulting from any one occurrence. Such policies shall designate the City an additional insured;

(6) Include the applicants State Board of Equalization resale number;

(7) Include the applicants retail fireworks license issued by the State Fire Marshal; and

(8) Include the signature of an authorized representative of the applicant attesting under penalty of perjury that the information contained in the application is true and correct. If there are any errors, omissions, or misstatements made on an application, then the City may, within its sole

and absolute discretion, revoke a permit or deny the issuance of any future fireworks stand permit for that group or organization.

(b) Each application must be accompanied by:

(1) A permit application fee of $150, or such other amount as set by the City Council by resolution;

(2) Written approval from the landowner that the stand may operate at the selected location and a copy of the agreement with the fireworks supplier;

(3) A diagram showing the exact location of the stand in relation to adjacent streets and any other structures on the lot or adjacent lots, and on-site traffic circulation;

(4) An application for a miscellaneous building permit for location and erection of a temporary structure, accompanied by the requisite permit fees as determined by a separate resolution of the City Council;

(5) An application for an electrical permit for any stand using an electrical power source other than a portable generator, accompanied by the requisite permit fees as determined by separate resolution of the City Council; and

(6) Be accompanied by a deposit of $150 to cover the cost of removing all litter and cleaning up the vacated location of the fireworks stand on or before 12:00 noon on July 18th. If the property is cleaned up and litter removed by then, the City will refund the deposit to the permit holder. If not, the City will cause the litter to be removed and the property to be cleaned up at the expense of the permittee. If litter removal and cleanup cost is less than the deposit, the City will refund the difference to the permittee. If the cost is greater, the permittee shall pay the difference to the City.

§ 4-2.~~104~~106. Prerequisites to Issuance of Permits.

(a) The permits required by the provisions of Section 4-2.102 of this article may be issued or denied in the discretion of the City and subject to other reasonable conditions as the City determines is necessary to protect public health, safety, and welfare. The following qualifications must be met in addition to other requirements set forth in this chapter or in the State Fireworks Code, before a permit may be issued:

(1) The City Clerk may issue permits to those organizations determined to be responsible, and organized and existing primarily for veteran, patriotic, welfare, civic betterment, or charitable purposes. Each organization shall have been organized and established in the City's postal area for a minimum of one year continuously preceding the filing of the application for the permit.

(2) The applicant must be an organization that meets at least three of the following criteria:

(i) Has its principal and permanent meeting place in the City;

(ii) Has a bona fide membership with at least 40% of members who either reside in the City, are employed in the City, or are owners or operators of a business or other establishment located in the City;

(iii) Provides substantial services to organizations located in the City or to persons residing in the City.

(iv) Is a non-profit organization or tax-exempt association as recognized by the State of California or the Internal Revenue Code with 501(c)(3), 501(c)(4), or 501(c)(6) designation.

(b) In addition to the requirements set forth in Sections 4-2.103 and 104, applications for permits required by the provisions of Section 4-2.102 of this article shall be accompanied by:

(1) If applicable, a complete list of the organization's members' names, addresses and telephone numbers and other such necessary information declaring if members are employed in the City, or are owners or operators of a business or other establishment located in the City, as of the date of the application.

(2) Evidence of the organization providing substantial services to organizations located in the City or to persons residing in the City in the form of a narrative summary of the organizations work within the City.

(3) If applicable, copies of the non-profit's Articles of Incorporation, Articles of Association, Trust Indenture, Constitution, or other enabling document. Bylaws may be considered an organizing document only if they are properly structured (includes name, purpose, signatures, and intent to form an organization).

(4) Any organization selected to sell fireworks at the Artesia Towne Center shall pay a commensurate amount of rent to the City as determined by the City Manager or designee for the allotted space. Such rent amount shall be paid to the City as a condition precedent to receiving a permit.

(c) There shall be no more than one stand per permittee. Only one permit shall be issued for any parent, principal, or master group or organization unless the City Council finds in a given case, because of the circumstances of the stand location or other factors, the intent of this chapter will not be defeated by issuing more than one permit. The intent of this requirement is to limit applicants, who otherwise qualify, to one permit as to each such parent or principal group or organization and to eliminate any one principal or parent group or association from having permits issued to associate, derivative, ancillary, subsidiary or support groups or entities. Nothing in this chapter shall prohibit more than one group or organization meeting all qualifications specified in this chapter from jointly applying for a fireworks permit. In such case, however, only a single permit will be issued.

(d) Applicants for such permits shall be notified by the City Clerk of the granting or denial of their permit applications on or before April 1st of each calendar year.

§ 4-2.~~105~~107. Time Limits for the Sale and Discharge of Fireworks and Restrictions Applicable to City-owned Properties.

(a) Safe and sane fireworks, as defined in Section 12529 of the California Health and Safety Code, may be sold, fired, set off, ~~or~~ discharged or used in the City only during the period beginning at 12:00 noon on June 28 and ending at 9:00 p.m. on July 4 of each year. This time period shall be known as the "fireworks sales and discharge period." During the fireworks sales and discharge period, no fireworks shall be sold or discharged before 7:00 a.m. or after 10:00 p.m. on any day, except that fireworks shall not be sold after 9:00 p.m. on July 4th and shall not be discharged after 10:00 p.m. on July 4th.

(b) No person shall at any time sell, fire, set off, ~~or~~ discharge or use a firework, including, but not limited to, safe and sane fireworks, within City parks or on any lot or parcel of land owned by the City, including, but not limited to, property occupied by the Artesia City Hall, the Artesia Historical Museum, the Historic Fire Station, the Artesia Water Tower, City-owned parking lots, and on other City-owned properties in the City.

(c) Except as provided in Section (d) below, no person shall possess, store, transport, buy, offer to buy, sell, offer to sell, give, receive, fire, set off, discharge or use any firework not classified as safe and sane by the State Fire Marshal.

(d) *Exceptions.* Notwithstanding the immediately preceding sentence, the sale of fireworks is permitted at the Artesia Towne Center as provided in Subsection (a), above. Moreover, the discharge of fireworks is permitted on a City sidewalk or street during the period provided in Subsection (a), above. The discharge of fireworks is also may be permitted in a City park or on City-owned property in the following instances:

(1) When conducted as part of a properly permitted public display of fireworks, as that term is defined in California Health and Safety Code Section 12524, or successor provision thereto. The City Council may contract with any person or business entity to provide such display for the benefit of the City upon terms and conditions deemed appropriate by the City Council;

(2) When conducted in connection with a film, television or theatrical production occurring within the City for which written permission of the City Manager, and any required permit, have been obtained;

(3) When conducted in connection with any educational demonstration being provided by the Los Angeles County Fire Department; or

(4) When conducted for any other purpose expressly authorized by law.

§ 4-2.~~106~~108. Use of Stands.

The following provisions shall govern the use of fireworks stands:

(a) Only organizations permitted pursuant to the provisions of this article shall operate

the stand for which the permit was issued or share or otherwise participate in the profits of the operation of such stand.

(b) No person, other than individuals who are members of the permittee organization, or the wives, husbands, or adult children of such members, shall sell or otherwise participate in the sale of fireworks at such stands.

(c) No person shall be paid any consideration for selling or otherwise participating in the sale of fireworks at such stands.

(d) Sale of safe and sane fireworks shall be permitted only from within temporary fireworks stands, and such sales from any other building or structure are hereby prohibited. Such temporary stands shall be subject to the following:

(1) Fireworks stands shall not be located within 25 feet of any other building nor within 100 feet of any gasoline pump.

(2) Fireworks stands need not comply with the provisions of the Building Code of the City; provided, however, all stands shall be erected under the supervision of the Building Inspector who shall require that the stands be constructed in such a manner which will reasonably insure the safety of the attendants and patrons. Building and electrical permits shall be required, and inspections shall be made before such stands are used.

(3) No stand shall have a floor area in excess of 260 square feet.

(4) Each stand in excess of 24 feet in length shall have at least two exits, and each stand in excess of 40 feet in length shall have at least three exits spaced approximately equal distances apart; provided, however, in no case shall the distance between exits exceed 24 feet.

(5) Each stand shall be provided with two, two and one-half (2 1/2) gallon "soda and acid" type fire extinguishers in good working order and easily accessible for use in case of fire.

(6) No fireworks stand shall be located in a City park or on City-owned property unless as expressly authorized herein.

(e) All weeds and combustible materials shall be cleared from the location of such stands a distance of at least 20 feet surrounding the stand.

(f) "No Smoking" signs shall be prominently displayed on such fireworks stands.

(g) Each stand shall have an adult watchman in attendance and in charge thereof when the stand is not being used for the sale or dispensing of fireworks.

(h) Sales of fireworks shall not begin before 12:00 noon on June 28th and shall not continue after 9:00 p.m. on July 4th. During such sales period, fireworks shall not be sold before 7:00 a.m. nor after 10:00 p.m. on any day, except that no sales shall continue past 9:00 p.m. on July 4th.

(i) Each permittee shall remove or cause the removal of graffiti on a permittee's stand within 24 hours of permittee's actual or constructive notice of such graffiti, or within 24 hours of receipt of oral or written notice from the City of graffiti on the stand.

(j) All unsold stock and accompanying litter shall be removed from the location of such stands on or before 12:00 noon on July 6th.

(k) Fireworks stands shall be removed from their temporary locations on or before 12:00 noon on July 11th, and all accompanying litter shall be cleared from such locations on or before such time and date.

(l) No fireworks shall be sold to a person who is under the age of 16 years.

§ 4-2.~~107~~109. Tie-in Location for Fireworks Stands Prohibited.

It is unlawful for any person to sell, provide, or distribute fireworks to a retail seller of safe and sane fireworks, on the condition that the retail seller of such fireworks shall sell or distribute such fireworks only from a fireworks stand location in which the provider has any interest, option or lease, or in any other manner to restrict the location of such fireworks stand.

§ 4-2.~~108~~110. S t a n d s : Penalties for Violation; Suspension and Revocation.

Any person violating any provision of this article shall be subject to the punishment set forth in Chapter 2 of Title 1 of this Code. In addition, after one warning has been issued for a violation of this article, any subsequent violation for the same or similar offense shall subject the permittee to the suspension of the sale of fireworks for a period of 12 hours during which the stand would otherwise be open. Any third violation shall subject the permittee to revocation of the permit for the remaining sales period in that calendar year.

CITY COUNCIL AGENDA REPORT

MEETING DATE: March 9, 2026 **ITEM NO: 10A.**

TO: Mayor and Members of the City Council

SUBJECT: Annexing Territory to Community Facilities District No. 2017-1 (Services) (Annexation No. 4)

FROM: Karen Lee, Special Projects Manager

REVIEWED AND APPROVED BY:

Melissa Burke, Deputy City Manager
Jamie Murguia, Finance Manager
HongDao Nguyen, City Attorney
Abel Avalos, City Manager

RECOMMENDATION:

Staff recommends that the City Council:

1. Conduct a public hearing;
2. Adopt Resolution No. 26-3078, A Resolution of the City Council of the City of Artesia, California, Calling A Special Election and Submitting to the Qualified Electors of Territory Proposed to be Annexed to the City of Artesia, Community Facilities District No. 2017-1 (Services), County of Los Angeles, State of California the Question of Levying Special Taxes Within That Territory (Annexation No. 4);
3. Following the public hearing in the absence of a majority protest, by motion, adopt Resolution No. 26-3079, A Resolution of the City Council of the City of Artesia, California, Acting in its Capacity as the Legislative Body of City of Artesia, Community Facilities District No. 2017-1 (Services), County of Los Angeles, State of California, Declaring the Results of a Special Election in Such Community Facilities District on the Proposition of the Annual Levy of Special Taxes Within the Territory Proposed to be Annexed to Said Community Facilities District to Pay the Cost of Certain Services to Be Provided by the Community Facilities District With Full Legal Effect, and Ordering the Recording of a Map of the Boundaries of Said Community Facilities District Including the Territory Annexed Thereto (Annexation No. 4); and
4. By motion, introduce Ordinance No. 26-983, An Ordinance of the City Council of the City of Artesia, California, Authorizing the Levy of Special Taxes in a Community Facilities District, Including Certain Annexation Territory Identified as Annexation No. 4, Into City of Artesia, Community Facilities District No. 2017-1 (Services).

BACKGROUND:

The City of Artesia ("City") City Council received a petition from Pioneer Holdings, LLC, ("Owner"), requesting the City initiate the annexation of its property associated with a mixed-use development into the City of Artesia Community Facilities District (CFD) No. 2017-1 (Services) at its January 12, 2026, regular meeting. The City Council declared its intention to annex the property by adopting Resolution No. 25-3072 during same meeting.

ANALYSIS:

The City Council will hear any testimony concerning annexation into the CFD during the public hearing. Notice of the public hearing was published in the February 27, 2026, edition of *the Long Beach Press-Telegram*. After the public hearing concludes, the landowners subject to the annexation will vote on annexing the property into the CFD in a special election. The City Council may call such election for March 9, 2026, by adopting Resolution No. 26-3078. Each landowner within the CFD received a notice of the public hearing and a ballot to vote on the annexation. Each landowner has one vote for each acre, or portion thereof, owned by the landowner. The ballots are due by the end of voting.

The City Council may levy the special tax if two-thirds of the votes cast at the special election are in favor of levying the special tax. The Owner is the only landowner and qualified elector within the annexed territory. Therefore, the Owner's ballot will be opened and the vote tallied by the City Clerk at the Council meeting. Following the vote, and assuming the election is successful, the City Council should adopt Resolution No. 26-3079, which is a resolution that declares the election results.

ENVIRONMENTAL DETERMINATION

It has been determined that the activity is not a "Project" as defined under Section 15378 of the State CEQA Guidelines because the activity consists of a governmental established fee program activity, which does not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment. Therefore, pursuant to Section 15060(c)(3) of the State CEQA Guidelines, the activity is not subject to CEQA. Thus, no environmental review is required.

FISCAL IMPACT:

There will be no fiscal impact to the General Fund associated with annexing the proposed territory to the CFD. The costs of the annexation proceedings is paid for through a deposit paid by the property owner. There will be a positive fiscal impact to the General Fund in future years, once units are built and the CFD Special Tax is collected.

RECOMMENDED COUNCIL ACTION:

Staff recommends that the City Council:

1. Conduct a public hearing;
2. Adopt Resolution No. 26-3078, , A Resolution of the City Council of the City of Artesia, California, Calling A Special Election and Submitting to the Qualified Electors of Territory Proposed to be Annexed to the City of Artesia, Community Facilities District No. 2017-1 (Services), County of Los Angeles, State of California the Question of Levying Special Taxes Within That Territory (Annexation No. 4);
3. Following the public hearing in the absence of a majority protest, by motion, adopt Resolution No. 26-3079, A Resolution of the City Council of the City of Artesia, California, Acting in its Capacity as the Legislative Body of City of Artesia, Community Facilities District No. 2017-1 (Services), County of Los Angeles, State of California, Declaring the Results of a Special Election in Such Community Facilities District on the Proposition of the Annual Levy of Special Taxes Within the Territory Proposed to be Annexed to Said Community Facilities District to Pay the Cost of Certain Services to Be Provided by the Community Facilities District With Full Legal Effect, and Ordering the Recording of a Map of the Boundaries of Said Community Facilities District Including the Territory Annexed Thereto (Annexation No. 4); and
4. By motion, introduce Ordinance No. 26-983, An Ordinance of the City Council of the City of Artesia, California, Authorizing the Levy of Special Taxes in a Community Facilities District, Including Certain Annexation Territory Identified as Annexation No. 4, Into City of Artesia, Community Facilities District No. 2017-1 (Services).

Attachments:
Resolution 26-3078
Resolution 26-3079
Ordinance 26-983

Attachments

Ordinance 26-983
Resolution 26-3078.pdf
Resolution 26-3079.pdf

ORDINANCE NO. 26-983

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, AUTHORIZING THE LEVY OF SPECIAL TAXES IN A COMMUNITY FACILITIES DISTRICT, INCLUDING CERTAIN ANNEXATION TERRITORY IDENTIFIED AS ANNEXATION NO 4, INTO CITY OF ARTESIA, COMMUNITY FACILITIES DISTRICT NO. 2017-1 (SERVICES), COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

A. Recital

WHEREAS, the City Council (the "City Council") of the City of Artesia (the "City") has established the City of Artesia, Community Facilities District No. 2017-1 (Services), County of Los Angeles, State of California (the "District") for the purpose of levying special taxes on parcels of taxable property therein for the purpose of providing certain services, which are necessary to meet increased demands placed upon the City as a result of the development of said real property; and

WHEREAS, the rate and method of apportionment of special tax for the District is set forth in Exhibit "C" to the City Council Resolution No. 25-3072, which was adopted on January 12, 2026 (the "Resolution"); and

WHEREAS the City has conducted proceedings to annex territory into the District and, with respect to the proceedings, following an election of the qualified electors in the territory proposed for annexation (the "Annexation Territory"), the City Council, on March 9, 2026, adopted a Resolution which declared the results of the special election and determined that the territory proposed to be annexed is added to and part of the District.

B. Ordinance

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Artesia, California, acting in its capacity as the legislative body of the City of Artesia, Community Facilities District No. 2017-1 (Services), County of Los Angeles, State of California, does hereby:

Section 1. The foregoing recitals are true and correct and are incorporated herein by this reference.

Section 2. By the passage of this Ordinance, the City Council hereby authorizes and levies the special tax within the District, including the Annexation Territory, pursuant to Article 3.5 (commencing with Section 53339) of Chapter 2.5 of Part 1 of Division 2 of Title 5 of the California Government Code, commonly known as the "Mello-Roos Community Facilities Act of 1982," (the "Act"), at the rate and in accordance with

the rate and method of apportionment of special tax set forth in the Resolution, which rate and method is by this reference incorporated herein. The special tax has previously been levied in the original territory of the District beginning in Fiscal Year 2017-18 pursuant to Ordinance No. 17-853 passed and adopted by the City Council on September 11, 2017, and the special tax is hereby levied commencing in Fiscal Year 2026-27 in the District, including the Annexation Territory identified as Annexation No. 4, and in each fiscal year thereafter to pay for the services for the District and the costs of administering the District.

Section 3. The City Manager of the City or designee or employee or consultant of the City is hereby authorized and directed each fiscal year to determine the specific special tax to be levied for the next ensuing fiscal year for each parcel of real property within the District, including the Annexation Territory, in the manner and as provided in the Resolution.

Section 4. Exemptions from the levy of the special tax shall be as provided in the Resolution and the applicable provisions of the Act. In no event shall the special tax be levied on any parcel within the District in excess of the maximum special tax specified in the Resolution.

Section 5. All of the collections of the special tax shall be used as provided in the Act and in the Resolution, including, but not limited to, the payment of the costs of the services, the payment of the costs of the City in administering the District, and the costs of collecting and administering the special tax.

Section 6. The special tax shall be collected in the same manner and at the same time as ordinary *ad valorem* taxes are collected and shall have the same lien priority, and be subject to the same penalties and the same procedure and sale in cases of delinquency as provided for *ad valorem* taxes; provided, however, that the District may collect special taxes at a different time or in a different manner if necessary to meet its financial obligations. The City Manager of the City, or his or her designee, is hereby authorized and directed to provide all necessary information to the auditor/tax collector of the County of Los Angeles in order to effect proper billing and collection of the special tax, so that the special tax shall be included on the secured property tax roll of the County of Los Angeles for Fiscal Year 2026-27 and for each fiscal year thereafter until no longer required to pay for the Services or until otherwise terminated by the City.

Section 7. If for any reason any portion of this Ordinance is found to be invalid, or if the special tax is found inapplicable to any particular parcel within the District, including the Annexation Territory, by a court of competent jurisdiction, the balance of this Ordinance and the application of the special tax to the remaining parcels within the District, including the Annexation Territory, shall not be affected.

Section 8. This Ordinance shall be effective thirty (30) days after its adoption. Within fifteen (15) days after its adoption, the City Clerk shall cause this Ordinance, or a summary of it, to be published in a newspaper of general circulation in the City.

PASSED, APPROVED AND ADOPTED this 13th day of April, 2026.

_____
RENE TREVINO, MAYOR

ATTEST:

_____
JENNIFER ALDERETE, CITY CLERK

City of Artesia
Community Facilities District
No. 2017-1 (Services),
Annexation No. 4

Public Report

March 9, 2026

KOPPEL & GRUBER
PUBLIC FINANCE
334 Via Vera Cruz, Suite 256
San Marcos, California 92078
760-510-0290
info@kgpf.net

City of Artesia

City Council

Rene Trevino, Mayor
Melissa Ramoso, Mayor Pro Tem
Monica Manalo, Council Member
Zeel Ahir, Council Member
Ali Taj, Council Member

City Manager

Abel Avalos

Deputy City Manager

Melissa Burke

Community Development Director

Paul Bollier

City Clerk

Jennifer Alderete

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F. General Terms and Conditions 2

Exhibit A – Boundary Map A-1

Exhibit B – Cost Estimates B-1

Exhibit C – Rate and Method of Apportionment C-1

Introduction

The City Council of the City of Artesia (the "Council") did, pursuant to the provisions of the Mello-Roos Community Facilities Act of 1982, as amended (the "Act"), on January 12, 2026 adopt a resolution entitled "Resolution of Intention of the City Council of the City of Artesia, California, Declaring Intention to Annex Territory to Community Facilities District No. 2017-1 (Services) and Adopting a Map of the Area Proposed to be Annexed Thereto (Annexation No. 4)" (the "Resolution of Intention"). In the Resolution of Intention the Council expressly ordered the preparation of a written Community Facilities District Report (the "Report") for Annexation Area No. 4, for the proposed Community Facilities District No. 2017-1, Annexation No. 4 (Services) ("CFD No. 2017-1, Annexation No. 4" or the "District").

The Resolution of Intention ordering the Report did direct that the Report generally contain the following:

1. A brief description the Services which are required to adequately meet the needs of CFD No. 2017-1. Annexation No. 4; and

2. An estimate of the cost of providing the Services and the incidental expenses to be incurred in connection therewith.

For particulars, reference is made to the Resolution of Intention (Resolution Number 25-3072) for the District, as previously approved and adopted by Council.

Now, Therefore Koppel & Gruber Public Finance, the appointed responsible firm directed to prepare the Report, does hereby submit the following:

A. Description of CFD No. 2017-1, Annexation No. 4

CFD No. 2017-1, Annexation No. 4 is comprised of approximately .83 acres of land in the City of Artesia. A map showing the boundaries of Community Facilities District No. 2017-1 (Services), Annexation No. 4 is included in Exhibit "A" of this Report. Table 1 below shows the proposed development for Annexation No. 4.

Table 1
Proposed Development

CFD No. 2017-1	Proposed Development
Annexation No. 4	83 Condominiums (Residential Units) 1,600 Square Foot Restaurant

B. Description of Services

The purpose of CFD No. 2017-1 is to provide for the cost of services which are in addition to those services that were provided within the boundaries of CFD No. 2017-

1 at the time of formation of CFD No. 2017-1, including, 1) Police protection services, 2) Fire protection and suppression services, and ambulance and paramedic services, 3) Flood and storm protection services, including, but not limited to, the operation and maintenance of storm drainage systems, and 4) Maintenance and lighting of parks, parkways, streets, roads, and open space.

C. Boundaries of Annexation No. 4

A reduced map of the boundaries of CFD No. 2017-1, Annexation No. 4 titled "Annexation Map No. 4, Community Facilities District No. 2017-1 (Services)" is included in Exhibit "A" and is incorporated herein.

A full-scale map is on file with the Clerk of the City of Artesia and was recorded with the County Recorder in the County of Los Angeles in Book 197 of Maps of Assessment and Community Facilities Districts, Page 24, Document Number 2026-0100099.

D. Cost Estimate

As discussed above, CFD No. 2017-1, Annexation No. 4 includes the costs of Services. The budget for Annexation No. 4 Services is estimated at $71,467.24 for fiscal year 2025/2026, based on the special taxes expected to be generated from the annexation.

The estimated costs of the Services are shown in 2026 dollars. For particulars on the estimated cost of Services, reference is made to Exhibit "B" of this Report.

E. Rate and Method of Apportionment

The Rate and Method of Apportionment provides sufficient information to allow a property owner within Annexation No. 4 of CFD No. 2017-1 to estimate the Maximum Special Tax for his or her property.

For particulars on the Rate and Method of apportionment, reference is made to Exhibit "C" of this report. The table below provides the fiscal year 2025/2026 special tax rates.

Classification	FY 2025/2026 Maximum Special Tax
Residential Property	$844.77 per Unit
Non-Residential Property	$844.77 per EDU

F. General Terms and Conditions

The description of the Services is general in nature. The final nature and location of the Services that will be provided and/or maintained will be determined upon approval of such Services.

EXHIBIT A

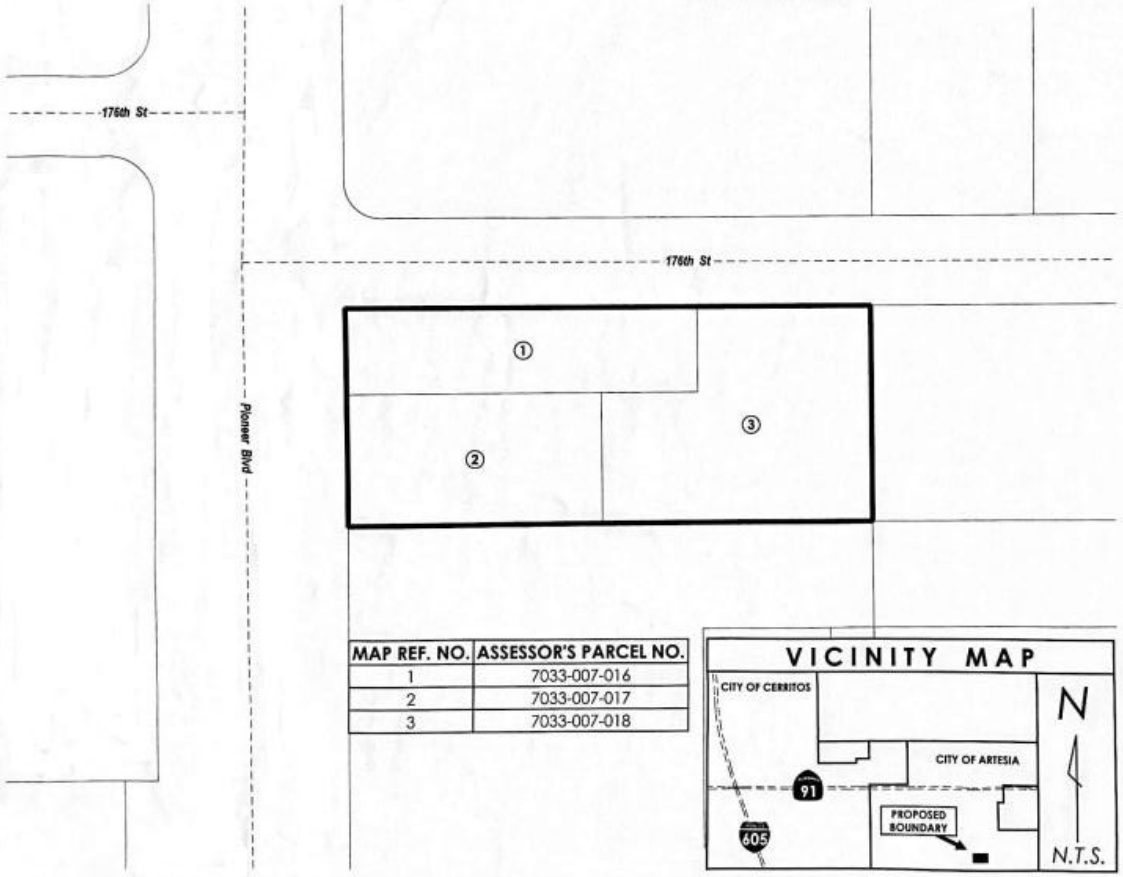
BOUNDARY MAP FOR
ANNEXATION NO. 4
COMMUNITY FACILITIES DISTRICT NO. 2017-1
(SERVICES)

A reduced copy of the Boundary Map follows. The original of such map is on file in the Office of the City Clerk and in the records of the County Recorder, County of Los Angeles, State of California.

ANNEXATION MAP NO. 4
COMMUNITY FACILITIES DISTRICT NO. 2017-1 (SERVICES)
CITY OF ARTESIA

LOS ANGELES COUNTY
STATE OF CALIFORNIA

SHEET 1 of 1



MAP REF. NO.	ASSESSOR'S PARCEL NO.
1	7033-007-016
2	7033-007-017
3	7033-007-018

COPY

FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF ARTESIA, THIS 12th DAY OF January 2026.

CITY CLERK
CITY OF ARTESIA

I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING THE PROPOSED BOUNDARIES OF ANNEXATION MAP NO. 4 OF COMMUNITY FACILITIES DISTRICT NO. 2017-1 (SERVICES), CITY OF ARTESIA, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF ARTESIA AT A REGULAR MEETING THEREOF, HELD ON THE 12th DAY OF January, 2026, BY ITS RESOLUTION NO. 25-3072

CITY CLERK
CITY OF ARTESIA

FILED THIS 11th DAY OF February, 2026, AT THE HOUR OF _____ O'CLOCK ___M. IN BOOK 197 OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS, PAGE 24 AND AS INSTRUMENT NO. _____ IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA.

COUNTY RECORDER
COUNTY OF LOS ANGELES
STATE OF CALIFORNIA

REFERENCE IS MADE TO THAT BOUNDARY MAP OF COMMUNITY FACILITIES DISTRICT NO. 2017-1 OF THE CITY OF ARTESIA FILED WITH THE LOS ANGELES COUNTY RECORDER'S OFFICE ON JULY 17, 2017, FILED IN BOOK 194 OF THE MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS, PAGES 54-55 AS INSTRUMENT NO. 20170796305.

THE LINES AND DIMENSIONS OF EACH LOT OR PARCEL SHOWN ON THIS DIAGRAM SHALL BE THOSE LINES AND DIMENSIONS AS SHOWN ON THE LOS ANGELES COUNTY ASSESSOR'S MAPS FOR THOSE PARCELS LISTED.

LEGEND

PROPOSED BOUNDARY

① MAP NUMBER REFERENCE

KOPPEL & GRUBER
PUBLIC FINANCE
334 Via Vera Cruz
Suite 256
San Marcos, California 92078
Phone (760) 510-0290 Fax (760) 510-0288

DATE PREPARED: DECEMBER 2025

EXHIBIT B

COST ESTIMATES

Services Budget

The budget below reflects the maintenance costs for Annexation No. 4 and assumes build out of the 83 proposed condominiums and a 1,600 square foot restaurant. The Special Tax will be levied each fiscal year based on the methodology set out in the Rate and Method of Apportionment based on the proportions set forth at the time of formation. The total costs for Services are estimates only. The City has the ability to reallocate amounts between line items as long as the total costs do not exceed the total budgeted amounts, which are subject to escalation.

Estimated Annual Budget and Revenues From
Expected Development Within Current CFD No. 2017-1 Boundaries

Service	Estimated FY 2025/2026 Budget
Public Safety	$55,224
Flood and Storm Protection	4,062
Maintenance and lighting of parks, parkways, streets, roads, and open space	12,181
Total Estimated Budget	**$71,467**

EXHIBIT C

CITY OF ARTESIA
COMMUNITY FACILITIES DISTRICT NO. 2017-1
(SERVICES)
RATE AND METHOD OF APPORTIONMENT

A Special Tax shall be levied on all Taxable Property within the boundaries of the City of Artesia Community Facilities District No. 2017-1 (Services) ("CFD No. 2017-1") and collected each Fiscal Year commencing in Fiscal Year 2017/2018 according to the tax liability determined by the City Council, through the application of the rate and method of apportionment of the Special Tax set forth below. All Taxable Property shall be taxed to the extent and in the manner herein provided.

1. Definitions

"Acreage" means the land area of an Assessor's Parcel as shown on an Assessor's Parcel Map, or if the land area is not shown on an Assessor's Parcel Map, the land area shown on the applicable final subdivision map, parcel map, condominium plan, or other recorded County parcel map. An Acre means 43,560 square feet of land.

"Act" means the Mello-Roos Community Facilities Act of 1982, as amended, being Chapter 2.5 of Part 1 of Division 2 of Title 5 of the Government Code of the State of California.

"Administrative Expenses" means the costs incurred by the City to determine, levy and collect the Special Taxes, including salaries of City employees and the fees of consultants and the costs of collecting installments of the Special Taxes upon the general tax rolls; preparation of required reports, and any other costs required to administer CFD No. 2017-1 as determined by the City.

"Annual Cost(s)" means for each Fiscal Year, the total of 1) the estimated cost of Services as determined by the City; 2) Administrative Expenses, and 3) any amounts needed to cure actual or projected delinquencies in Special Taxes for the current or previous Fiscal Year.

"Assessor" means the Assessor of the County of Los Angeles.

"Assessor's Parcel" means a lot or parcel shown on an Assessor's Parcel Map with an assigned Assessor's Parcel Number.

"Assessor's Parcel Map" means an official map of the Assessor designating parcel(s) by Assessor's Parcel Number(s).

"Assessor's Parcel Number" means the number assigned to an Assessor's Parcel by the County for purposes of identification.

"Base Year" means Fiscal Year ending June 30, 2018.

"CFD No. 2017-1" means the City of Artesia Community Facilities District No. 2017-1

(Services).

"CFD Administrator" means an official of the City, or designee thereof, responsible for determining the Annual Costs and preparing the annual Special Tax roll.

"City" means the City of Artesia, California.

"City Council" means the City Council of the City of Artesia which acts for CFD No. 2017-1 under the Act.

"County" means the County of Los Angeles, California.

"Developed Property" means for each Fiscal Year, commencing with Fiscal Year 2017-2018, each Assessor's Parcel, for which a building permit for new construction was issued, prior to May 1 of the previous Fiscal Year.

"Equivalent Dwelling Unit or EDU" is a value assigned to an Assessor's Parcel of Non-Residential Property as a comparison to a residential dwelling unit. One EDU is assigned to each 1,000 square feet of Floor Area with a minimum of one EDU assigned to an Assessor's Parcel of Non-Residential Property. Above 1,000 square feet, EDUs are assigned on a proportional basis. That is, a Floor Area of 3,500 square feet would equate to 3.5 EDUs.

"Exempt Property" means an Assessor's Parcel not subject to the Special Tax. Exempt Property includes: (i) Public Property, or (ii) Property owner association property, or (iii) Assessor's Parcels with public or utility easements making impractical their utilization for other than the purposes set forth in the easement. Exempt Property is not subject to the Special Tax.

"Fiscal Year" means the period starting on July 1 and ending the following June 30.

"Floor Area" means for any Non-Residential Property the total of the gross square footage within the perimeter of a non-residential structure, not including any space devoted to any carports, walkways, garages, overhangs, or courtyards, except such areas that are used solely for commercial purposes. The determination of Floor Area shall be made by reference to space as identified on City building permits, building plans or other such documentation as determined by the CFD Administrator.

"Land Use Class" means any of the classes listed in Table 1 under Section 3 below.

"Maximum Special Tax" means the greatest amount of Special Tax, determined in accordance with Section 3 below, which may be levied in any Fiscal Year on any Assessor's Parcel.

"Non-Residential Property" means all Developed Property for which a building permit(s) was issued for a non-residential use.

"Public Property" means any property within the boundaries of CFD No. 2017-1, the ownership of which is transferred to a public agency, and is used for rights-of-way or any other purpose and is owned by, or irrevocably offered for dedication to the federal government, the State of California, the County, the City or any other public agency where the public agency has officially agreed to accept the offer of dedication; provided however that any property owned by a public agency and leased to a private entity and subject to

taxation under Section 53340.1 of the Act shall be taxed and classified in accordance with its use.

"Residential Property" means all Assessor's Parcels of Developed Property for which a building permit has been issued for purposes of constructing one or more residential dwelling units including manufactured homes.

"Services" means services, which are in addition to those services that were provided within the boundaries of CFD No. 2017-1 at the time of formation of CFD No. 2017-1, including 1) Police protection services, 2) Fire protection and suppression services, and ambulance and paramedic services, 3) Flood and storm protection services, including, but not limited to, the operation and maintenance of storm drainage systems, and 4) Maintenance and lighting of parks, parkways, streets, roads, and open space

"Special Tax" means any special tax authorized to be levied within CFD No. 2017-1 pursuant to the Act and this Rate and Method of Apportionment.

"State" means the State of California.

"Taxable Property" means all of the Assessor's Parcels within the boundaries of CFD No. 2017-1 that are classified as Residential Property or Non-Residential Property.

2. Land Use Classification

Each Fiscal Year, each Assessor's Parcel within the boundaries of CFD No. 2017-1 shall be classified as Taxable Property, Public Property or Exempt Property. Each Assessor's Parcel of Taxable Property shall be classified as Residential Property or Non-Residential Property.

3. Maximum Special Tax Rates

TABLE 1
Fiscal Year 2017/2018
Maximum Special Tax Rates

Land Use Class	Description	Maximum Special Tax
1	Residential Property	$721 per Unit
2	Non-Residential Property	$721 per EDU

Escalation of Maximum Special Tax

Each Fiscal Year following the Base Year, the Maximum Special Tax shall be increased by two percent (2.0%) of the amount in effect in the prior Fiscal Year.

Multiple Land Use Classes

In some instances an Assessor's Parcel of Developed Property may contain more than one Land Use Class. The Maximum Special Tax levied on an Assessor's Parcel shall be the sum of the Maximum Special Taxes for all Land Use Classes located on that Assessor's Parcel. For an Assessor's Parcel that contains both Residential Property and Non-Residential Property, the Residential Property shall be taxed on a per Unit basis and the Non-

Residential Property shall be taxed on the EDU basis. The Special Tax of such Assessor's Parcel shall be allocated to each type of property based on the building permit or by reference to the site plan approved for such Assessor's Parcel. The CFD Administrator's allocation to each type of property shall be final.

4. Method of Apportionment

For each Fiscal Year, commencing Fiscal Year 2017-2018, the CFD Administrator shall determine the Annual Costs and calculate the Special Tax so that the amount of Special Taxes equals the Annual Costs. The Special Tax shall be levied on Taxable Property each Fiscal Year as follows:

First: Calculate the available Special Tax revenues by setting the Special Tax on each Assessor's Parcel of Taxable Property at 100% of its Maximum Special Tax. If revenues are greater than the Annual Costs, then reduce the Special Tax proportionately against all Assessor's Parcels until the tax levy is set at an amount sufficient to cover the Annual Costs.

Second: Levy on each Assessor's Parcel of Taxable Property the amount calculated above. No Special Tax shall be levied on Exempt Property.

The City shall make every effort to correctly assign the number of taxable units and calculate the Special Tax for each Assessor's Parcel.

5. Collection of Special Taxes

Collection of the Special Tax shall be by the County in the same manner as ordinary *ad valorem* property taxes are collected and the Special Tax shall be subject to the same penalties and the same lien priority in the case of delinquency as *ad valorem* taxes; provided, however, that the City Council may provide for other means of collecting the Special Tax if necessary to meet its financial obligations, including direct billings to the property owners.

6. Administrative Changes and Appeals

Any landowner who pays the Special Tax and claims the amount of the Special Tax levied on his or her Assessor's Parcel is in error shall first consult with the CFD Administrator regarding such error not later than twelve (12) months after first having paid the first installment of the Special Tax that is disputed. If following such consultation, the CFD Administrator determines that an error has occurred, the CFD Administrator may recommend changing the amount of the Special Tax levied on such Assessor's Parcel. If following such consultation and action, if any by the CFD Administrator, the landowner believes such error still exists, such person may file a written notice with the City Manager or designee of the City appealing the amount of the Special Tax levied on such Assessor's Parcel. Upon the receipt of such notice, the City Manager or designee may establish such procedures as deemed necessary to undertake the review of any such appeal. The City Manager or designee thereof shall interpret this Rate and Method of Apportionment and make determinations relative to the administration of the Special Tax and any landowner appeals. The decision of the City Manager or designee shall be final and binding as to all persons.

Interpretations may be made by Resolution of the City Council for purposes of clarifying any vagueness or ambiguity as it relates to the Special Tax, the Rate and Method of Apportionment, the classification of properties, or any definition applicable to CFD No. 2017-1.

7. Term of Special Tax

The Special Tax shall be levied annually in perpetuity, unless terminated earlier by the City Council.

RESOLUTION NO. 26-3078

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, CALLING A SPECIAL ELECTION AND SUBMITTING TO THE QUALIFIED ELECTORS OF TERRITORY PROPOSED TO BE ANNEXED TO THE CITY OF ARTESIA, COMMUNITY FACILITIES DISTRICT NO. 2017-1 (SERVICES), COUNTY OF LOS ANGELES, STATE OF CALIFORNIA THE QUESTION OF LEVYING SPECIAL TAXES WITHIN THAT TERRITORY (ANNEXATION NO. 4)

WHEREAS, the City Council (the "City Council") of the City of Artesia (the "City") has heretofore conducted proceedings for the establishment of and has established City of Artesia, Community Facilities District No. 2017-1 (Services), County of Los Angeles, State of California (the "Community Facilities District") for the purpose of levying special taxes on parcels of taxable property therein for the purpose of providing certain services which are necessary to meet increased demands placed upon the City as a result of the development of said real property; and

WHEREAS, the City Council is authorized by Article 3.5 (commencing with Section 53339) of Chapter 2.5 of Part 1 of Division 2 of Title 5 of the California Government Code, commonly known as the "Mello-Roos Community Facilities Act of 1982," (the "Act") to annex territory to the Community Facilities District by complying with the procedures set forth in said Article 3.5; and

WHEREAS, on January 12, 2026, the City Council adopted Resolution No. 25-3072, a resolution of intention to annex territory to the Community Facilities District pursuant to Section 53339.2 of the California Government Code, determining that the public convenience and necessity require that certain property, consisting of approximately 0.83 acres, be annexed to the Community Facilities District and containing all of the matters prescribed by Section 53339.3 of said Code, and fixing 7:00 p.m. on March 9, 2026, in the in the City Council Chambers, 18747 Clarkdale Avenue, Artesia, CA 90701, as the time and place for a hearing upon said resolution; and

WHEREAS, pursuant to said resolution, the City Clerk has published and mailed notice of the time and place of said hearing as required by Section 53339.4 of said Code; and

WHEREAS, on March 9, 2026, at the time and place of said hearing, the City Council afforded all interested persons for or against the annexation of said property to the Community Facilities District an opportunity to present testimony and to protest against the proposed annexation of said property to the Community Facilities District, and no protests, either oral or in writing, were received; and

WHEREAS, pursuant to Section 53339.7 of said Code, the City Council may now submit the question of levying a special tax within the territory proposed to be annexed to the Community Facilities District to the qualified electors within that territory.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Artesia, California, hereby:

SECTION 1. Findings. The City Council finds that: (i) the foregoing recitals are true and correct and are incorporated herein by this reference; (ii) less than twelve (12) persons have been registered to vote within the territory proposed to be annexed to the Community Facilities District during the ninety (90) days preceding the close of the public hearing on March 9, 2026; (iii) pursuant to Section 53326 of the California Government Code, as a result of the findings set forth in clause (ii) above, the vote in the special election called by this resolution shall be by the landowners of the territory proposed to be annexed to the Community Facilities District whose property would be subject to the special taxes if they were levied at the time of the election, and each landowner shall have one (1) vote for each acre, or portion thereof, which he or she owns within the said territory, which would be subject to the proposed special taxes if they were levied at the time of the election; (iv) pursuant to said Section 53326, the special election must be held at least ninety (90) days, but not more than one hundred eighty (180) days following the date of the adoption of this resolution, unless such time periods are waived with the unanimous waiver of the qualified electors. All of the qualified electors in the territory to be annexed have waived the time limits and election formalities of the special election.

SECTION 2. Call of Election. The City Council hereby calls and schedules a special election for March 9, 2026, on the proposition with respect to the annual levy of special taxes within the territory proposed to be annexed to the Community Facilities District for paying the cost of the services to be provided within and for the benefit of the territory proposed to be annexed to the Community Facilities District.

SECTION 3. Proposition. The proposition to be submitted to the voters of the Community Facilities District at such special election shall be as follows:

PROPOSITION A:

> Shall Proposition A authorizing the annual levy of special taxes on taxable property in the territory proposed to be annexed to City of Artesia, Community Facilities District No. 2017-1 (Services), County of Los Angeles, State of California, to pay for (i) police protection services, (ii) fire protection and suppression services, and ambulance and paramedic services, (iii) flood and storm protection services, including but not limited to, the operation and maintenance of storm drainage systems, and (iv) maintenance and lighting of parks, parkways, streets, roads, and open space, and reasonable costs of providing the services and to pay costs associated with the determination of the amount of and the levy and collection of the special taxes at the special tax rates set forth in Exhibit “C” to the Resolution No. 25-3072 adopted by the City Council of the City of Artesia on January 12, 2026 be approved?

SECTION 4. Conduct of Election. Except as otherwise provided in Section 5 hereof, said election shall be conducted by the City Clerk of the City pursuant to the California Elections Code governing mail ballot elections of cities, and in particular, the

provisions of Division 4 (commencing with Section 4000) of said Code, insofar as they may be applicable.

SECTION 5. Election Procedures. The procedures to be followed in conducting the special election on the levy of Special Taxes to pay the annual costs of the services to the qualified electors of the territory to be annexed to the Community Facilities District (the "Special Election") shall be as follows:

(a) Pursuant to said Section 53326 of the California Government Code, ballots for the special election shall be distributed to the qualified electors by the City Clerk by mail with return postage prepaid, or by personal service.

(b) Pursuant to applicable sections of the California Elections Code governing the conduct of mail ballot elections of cities, and specifically Division 4 (commencing with Section 4000) of the California Elections Code with respect to elections conducted by mail, the City Clerk shall mail or deliver to each qualified elector an official ballot in the form attached hereto as Exhibit "A," and shall also mail or deliver to all such qualified electors a ballot pamphlet and instructions to voter, including a sample ballot identical in form to the official ballot but identified as a sample ballot, a return identification envelope with prepaid postage thereon addressed to the City Clerk for the return of voted official ballots, and a copy of Resolution No. 25-3072; provided, however, that such statement, analysis and arguments may be waived with the unanimous consent of all the landowners.

(c) The official ballot to be mailed or delivered by the City Clerk to each landowner-voter shall have printed or typed thereon the name of the landowner-voter and the number of votes to be voted by the landowner-voter and shall have appended to it a certification to be signed by the person voting the official ballot which shall certify that the person signing the certification is the person who voted the official ballot, and if the landowner-voter is other than a natural person, that he or she is an officer of or other person affiliated with the landowner-voter entitled to vote such official ballot, that he or she has been authorized to vote such official ballot on behalf of the landowner-voter, that in voting such official ballot it was his or her intent, as well as the intent of the landowner-voter, to vote all votes to which the landowner-voter is entitled based on its land ownership on the proposition set forth in the official ballot as marked thereon in the voting square opposite such proposition, and further certifying as to the acreage of the landowner-voter's land ownership within the territory proposed to be annexed to the Community Facilities District.

(d) The return identification envelope mailed or delivered by the City Clerk to each landowner-voter shall have printed or typed thereon the following: (i) the name of the landowner, (ii) the address of the landowner, (iii) a declaration under penalty of perjury stating that the voter is the landowner or the authorized representative of the landowner entitled to vote the enclosed ballot and is the person whose name appears on the identification envelope, (iv) the printed name and signature of the voter, (v) the address of the voter, (vi) the date of signing and

place of execution of said declaration, and (vii) a notice that the envelope contains an official ballot and is to be opened only by the City Clerk.

(e) The instruction to voter form to be mailed or delivered by the City Clerk to the landowner-voters shall inform them that the official ballots shall be returned to the City Clerk properly voted as provided thereon and with the certification appended thereto properly completed and signed in the sealed return identification envelope with the certification thereon completed and signed and all other information to be inserted thereon properly inserted by 7:00 p.m. on March 9, 2026.

(f) Upon receipt of the return identification envelopes, which are returned prior to the voting deadline on the date of the election, the City Clerk shall canvass the votes cast in the special election, and shall file a statement with the City Council as to the results of such canvass and the election on each proposition set forth in the official ballot.

BE IT FURTHER RESOLVED AND ORDERED

The City Clerk shall certify the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 9th day of March, 2026.

_____
RENE TREVINO, MAYOR

ATTEST:

_____
JENNIFER ALDERETE, CITY CLERK

APPROVED AS TO FORM:

_____
BEST BEST & KRIEGER

EXHIBIT "A"

OFFICIAL BALLOT

SPECIAL ELECTION

TOTAL ACRES OF PROPERTY OWNED: 0.83 ACRES
NUMBER OF VOTES ENTITLED TO BE CAST: 1

CITY OF ARTESIA, COMMUNITY FACILITIES DISTRICT NO. 2017-1 (SERVICES), COUNTY OF LOS ANGELES, STATE OF CALIFORNIA (ANNEXATION NO. 4)

March 9, 2026

OFFICIAL BALLOT

To vote on the measure, fill in the voting square before the word "YES" or before the word "NO" following the proposition. If you tear or deface this ballot, call Richard Wall at 951-826-8346 to obtain a replacement ballot.

PROPOSITION A

Shall Proposition A authorizing the annual levy of special taxes on taxable property in the territory proposed to be annexed to City of Artesia, Community Facilities District No. 2017-1 (Services), County of Los Angeles, State of California, to pay for (i) police protection services, (ii) fire protection and suppression services, and ambulance and paramedic services, (iii) flood and storm protection services, including but not limited to, the operation and maintenance of storm drainage systems, and (iv) maintenance and lighting of parks, parkways, streets, roads, and open space, and reasonable costs of providing the services and to pay costs associated with the determination of the amount of and the levy and collection of the special taxes at the special tax rates set forth in Exhibit "C" to the Resolution No. 25-3072 adopted by the City Council of the City of Artesia on January 12, 2026 be approved?

☐ YES

☐ NO

RESOLUTION NO. 26-3079

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARTESIA, ACTING IN ITS CAPACITY AS THE LEGISLATIVE BODY OF CITY OF ARTESIA, COMMUNITY FACILITIES DISTRICT NO. 2017-1 (SERVICES), COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, DECLARING THE RESULTS OF A SPECIAL ELECTION IN SUCH COMMUNITY FACILITIES DISTRICT ON THE PROPOSITION OF THE ANNUAL LEVY OF SPECIAL TAXES WITHIN THE TERRITORY PROPOSED TO BE ANNEXED TO SAID COMMUNITY FACILITIES DISTRICT TO PAY THE COST OF CERTAIN SERVICES TO BE PROVIDED BY THE COMMUNITY FACILITIES DISTRICT, DETERMINING THAT THE TERRITORY PROPOSED TO BE ANNEXED IS ADDED TO AND PART OF SAID COMMUNITY FACILITIES DISTRICT WITH FULL LEGAL EFFECT, AND ORDERING THE RECORDING OF A MAP OF THE BOUNDARIES OF SAID COMMUNITY FACILITIES DISTRICT INCLUDING THE TERRITORY ANNEXED THERETO (ANNEXATION NO. 4)

WHEREAS, the City Council (the “City Council”) of the City of Artesia (the “City”) has heretofore conducted proceedings for the annexation of approximately 0.83 acres of land to the City of Artesia, Community Facilities District No. 2017-1 (Services), County of Los Angeles, State of California (the “Community Facilities District”) including conducting a public hearing pursuant to Section 53339.5 of the Government Code; and

WHEREAS, at the conclusion of said public hearing, the City Council adopted a resolution calling a special election for March 9, 2026, and submitting to the qualified electors of the territory to be annexed to the Community Facilities District the question of levying special taxes within that territory to pay the costs of certain services and the costs associated with the determination of the amount of and levy and collection of special taxes, which will be levied to provide the services and costs otherwise incurred in order to carry out the authorized purposes of the Community Facilities District (the "Election Resolution"); and

WHEREAS, the City Council has received a statement from the City Clerk (the "City Clerk"), who pursuant to the Election Resolution was authorized to conduct such special election and act as the election official therefor, with respect to the canvass of the ballots returned in and the results of said special election, certifying that at least two-thirds of the votes cast upon the proposition submitted to the qualified electors in said special election were in favor of such proposition.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Artesia, California, hereby:

SECTION 1. Recitals. The above recitals are all true and correct and are incorporated herein by this reference.

SECTION 2. Findings. The City Council finds that: (i) there are no registered voters residing within the territory proposed to be annexed to the Community Facilities District (the "Territory") at the time of the close of the public hearing on March 9, 2026, and pursuant to Section 53326 of the Government Code, the vote in said special election was, therefore, to be by the landowners owning land within the Territory, with each landowner having one vote for each acre or portion thereof of land that he or she owned within the Territory; (ii) pursuant to said Section 53326 and the Election Resolution, the City Clerk caused to be delivered an official ballot for the special election to the owner of the land within the Territory, with return postage prepaid; (iii) said special election has been properly conducted in accordance with all statutory requirements and the provisions of the Election Resolution; (iv) pursuant to said Section 53326, Pioneer Holding, LLC , a California limited liability company, the owner of all the land within the Territory, is entitled to 1 (one) vote; (v) said landowner returned its ballot to the City Clerk prior to the time set by the City Clerk for the close of the election on March 9, 2026; (vi) the ballot returned to the City Clerk by said landowner voted all votes of said landowner in favor of the proposition set forth therein; (vii) at least two-thirds of the votes cast in such special election on said proposition were in favor thereof, and pursuant to Sections 53328 and 53329 of the Government Code, said proposition carried; (viii) pursuant to Section 53339.8 of the Government Code, the City Council is authorized to determine that the Territory to be annexed has been added to and become a part of the Community Facilities District with full legal effect; and (ix) the City Council is also authorized, pursuant to said Section 53339.8, to annually levy special taxes within the Territory to pay the costs of the services to be provided by the Community Facilities District.

SECTION 3. Declaration of Results. At least two-thirds of the votes voted in the special election on the proposition of the annual levy of special taxes within the Territory to pay the costs of the services to be provided by the Community Facilities District were voted in favor thereof, and such proposition carried.

SECTION 4. Annexation. The Territory is annexed and added to and is a part of the Community Facilities District with full legal effect, and the City Council shall annually levy special taxes within the Territory at the rates as specified in Resolution No. 25-3072 adopted by the City Council on January 12, 2026, to pay costs of certain services to be provided by the Community Facilities District. The boundaries of the Territory are shown on the map entitled, “Annexation Map No. 4, Community Facilities District No. 2017-1 (Services), City of Artesia, County of Los Angeles, State of California,” which was recorded on February 11, 2026 in page 24 of book 197 of Maps of Assessment and Community Facilities Districts in the office of the County Recorder of the County of Los Angeles as Document No. 2026-0100099.

SECTION 5. Notice. Pursuant to Section 53339.8 of the Government Code and Section 3117.5 of the Streets and Highways Code, the City Clerk shall cause to be filed with the County Recorder of the County of Los Angeles an amendment of the notice of special tax lien of the Community Facilities District including the Territory.

SECTION 6. Entry of the Election Results in the Minutes. The City Clerk is hereby directed, pursuant to the provisions of the Elections Code of the State of California, to

enter in the minutes the results of the election as set forth in said Certificate of Election Official.

BE IT FURTHER RESOLVED AND ORDERED

The City Clerk shall certify the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 9th day of March, 2026.

_____
RENE TREVINO, MAYOR

ATTEST:

_____
JENNIFER ALDERETE, CITY CLERK

APPROVED AS TO FORM:

_____
BEST BEST & KRIEGER, CITY ATTORNEY

EXHIBIT "A"

CERTIFICATE OF ELECTION OFFICIAL
AND STATEMENT OF VOTES CAST

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)
CITY OF ARTESIA)

The undersigned, ELECTION OFFICIAL OF THE CITY OF ARTESIA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, DOES HEREBY CERTIFY that pursuant to the provisions of Section 53326 of the Government Code and Division 12, commencing with Section 17000 of the Elections Code of the State of California, I did canvass the returns of the votes cast at the:

CITY OF ARTESIA
COMMUNITY FACILITIES DISTRICT NO. 2017-1
(SERVICES), COUNTY OF LOS ANGELES, STATE OF CALIFORNIA
SPECIAL ELECTION
(ANNEXATION NO. 4)

in said City, held March 9, 2026.

I FURTHER CERTIFY that this Statement of Votes Cast shows the whole number of votes cast in the territory to be annexed to the Community Facilities District in such City, and the whole number of votes cast for the Proposition in the territory to be annexed to the Community Facilities District in said City, and the totals of the respective columns and the totals as shown for the Proposition are full, true and correct.

1. VOTES CAST ON PROPOSITION A: YES 1
NO 0

WITNESS my hand this _____ day of _____, 2026.

_____
CITY CLERK
ELECTION OFFICIAL
CITY OF ARTESIA
STATE OF CALIFORNIA

CITY COUNCIL AGENDA REPORT

MEETING DATE: March 9, 2026 **ITEM NO: 10B.**

TO: Mayor and Members of the City Council

SUBJECT: Resolution Adopting Updated Administrative Citation Fines

FROM: Melissa Burke, Deputy City Manager

REVIEWED AND APPROVED BY:
Jamie Murguia, Finance Manager
HongDao Nguyen, City Attorney
Abel Avalos, City Manager

RECOMMENDATION:
Staff recommends the City Council, by motion, adopt Resolution No. 26-3076, A Resolution of the City Council of the City of Artesia, California, Setting Forth the Administrative Citation Schedule of Civil and Administrative Fines for Violations of the Artesia Municipal Code and Related Fees, and Repealing City Council Resolution No. 18-2724.

BACKGROUND:
The use of illegal fireworks in the region, and in the City of Artesia ("City"), has been an issue for several years. Illegal fireworks pose a serious threat to life and property. MySafe:LA, a nonprofit agency providing fire safety and community resilience, reports that nationwide, 19,500 fires related to fireworks are reported to fire departments every year, $105 million dollars in annual property damage caused by fireworks, an average of 9,100 fireworks injuries send people to the hospital each year, and each year fireworks kill an average of five people – often minor children. The United State Consumer Product Safety Commission also reported that deaths caused by fireworks increased 38 percent from 2023 to 2024, with 11 reported fatalities in 2024; and injuries caused by fireworks increased 52 percent from 2023 to 2024, with 14,700 people being treated in emergency rooms in 2024.

The Artesia Municipal Code (AMC) sets forth rules and regulations for the use and sale of safe and sane fireworks and the prohibition of illegal fireworks. In 2018, the City updated its Administrative Fines for code violations and created specific, more severe, fines for the violation of fireworks regulations. Per Resolution 18-2724, violation of the fireworks code results in an immediate fine of $1,000 for the first and each subsequent violation within a calendar year. At the February 9, 2026 City Council meeting, Staff provided a proposal to increase the fines associated with illegal fireworks, specifically, "dangerous fireworks," due to the severe threat to life and property. At this meeting, the City Council directed staff to also include a more severe fine for the use of illegal fireworks in a large crowd, as defined, due to the increased danger of bodily harm and injury being multiplied when a large group is present.

ANALYSIS:

The use of illegal fireworks poses a threat to both life and property, and warrants a severe penalty to deter individuals from violating the fireworks code. Based on a survey of neighboring cities, the City's current $1,000 fine is fine is low and warrants an update. Staff is recommending raising the specific fines for dangerous fireworks violations while continuing to treat each incident in which someone possesses or discharges dangerous fireworks as one violation (vs. each individual firework discharge being a violation). Below is a comparison of the existing fines and Staff's recommended changes for dangerous fireworks violations in a 12-month period:

Violation Number	Current Fines	Proposed Fines
First Violation	$1,000	$2,000
Second Violation	$1,000	$3,500
Third and subsequent violations	$1,000	$5,000
First and subsequent violation when used in a large crowd*	N/A	$5,000

*A "large crowd" is defined as a gathering of 300 people or more, per the City's Facility Use Regulations.

These new, higher fines, are meant to deter individuals from using illegal, dangerous fireworks and deter responsible persons from allowing the use of illegal, dangerous fireworks on private property. Ordinance No. 28-982, is also on the agenda for second reading. If adopted, that Ordinance would impose strict liability on property owners when their tenants or guests possess, ignite, set-off, or discharge illegal fireworks on their private property, and they would also be subject to the above fines.

Resolution No. 26-3076 also adopts an administrative hearing fee as outlined in Section 1-7.08(a) of the Artesia Municipal Code for persons contesting an administrative citation. This fee is reflective of the actual cost of the City's contractor, Data Ticket, performing the Hearing Officer services and does not exceed the City's costs in providing for an appeal. Per the Artesia Municipal Code, the hearing fee and all paid citations are refunded if the citation is reversed by the Hearing Officer.

Approval of Resolution No. 26-3076 will enable the City to increase and impose higher fines ahead of the Fourth of July Holiday. If the City Council approves the Resolution, then City staff will undertake a marketing effort to inform and educate the community and residents of the new, higher fines. Such effort would include, but not be limited to social media, e-news blasts, press releases, information in the Artesian, and mailers. The purpose of this marketing campaign and the increased fines is to deter the unlawful possession, sale, and discharge of illegal fireworks that pose severe dangers to the community.

FISCAL IMPACT:
There is no direct fiscal impact to the General Fund associated with the approval of Resolution No. 26-3076. There may be indirect effects related to Resolution No. 26-3076 if fines are issued and paid, which would increase general fund revenues.

RECOMMENDED COUNCIL ACTION:
Staff recommends the City Council, by motion, adopt Resolution No. 26-3076, A Resolution of the City Council of the City of Artesia, California, Setting Forth the Administrative Citation Schedule of Civil and Administrative Fines for Violations of the Artesia Municipal Code and Related Fees, and Repealing City Council Resolution No. 18-2724.

Attachments

Resolution No 26-3076.pdf

RESOLUTION NO. 26-3076

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, SETTING FORTH THE ADMINISTRATIVE CITATION SCHEDULE OF CIVIL AND ADMINISTRATIVE FINES FOR VIOLATIONS OF THE ARTESIA MUNICIPAL CODE AND RELATED FEES, AND REPEALING CITY COUNCIL RESOLUTION NO. 18-2724

WHEREAS, Subsection (a) of Section 1-7.06 (Civil and Administrative Fines and Late Payment Fees) of Chapter 7 (Administrative Citations) of Title 1 (General Provisions) of the Artesia Municipal Code provides that the civil and administrative fines imposed pursuant to Chapter 7 of Title 1 of the AMC for a particular violation must be set forth in the City's Administrative Citation Schedule;

WHEREAS, on January 17, 2006, in accordance with Penal Code Section 19 and Government Code Sections 36900(b) and 53069.4, the City Council adopted Resolution No. 1945, setting forth civil fines in the City's Administrative Citation Schedule for violations of the Artesia Municipal Code declared to be misdemeanors and infractions;

WHEREAS, on March 11, 2019, the City Council adopted Resolution No. 18-2724, updating the civil fines in the City's Administrative Citation Schedule and make any violation(s) of any ordinance enacted by the City Council subject to administrative fine or penalty and added specific citation fines for violations specific to the City's Fireworks Code;

WHEREAS, illegal fireworks, particularly dangerous fireworks, as defined by State law, pose a serious threat to life and property. MySafe:LA, a nonprofit agency providing fire safety and community resilience, reports that nationwide, 19,500 fires related to fireworks are reported to fire departments every year, $105 million dollars in annual property damage caused by fireworks, an average of 9,100 fireworks injuries send people to the hospital each year, and each year fireworks kill an average of five people – often minor children;

WHEREAS, the United State Consumer Product Safety Commission also reported that deaths caused by fireworks increased 38% from 2023 to 2024, with 11 reported fatalities in 2024; and injuries caused by fireworks increased 52% from 2023 to 2024, with 14,700 people being treated in emergency rooms in 2024;

WHEREAS, according to the Los Angeles Fire Department, each year, thousands of people, many of them children, are burned, blinded, and even disfigured by fireworks. In addition, fireworks causes fires that cost us millions of dollars in property loss (https://fire.lacounty.gov/fireworks-safety-and-july-4th-celebration-information/; *see also*, "Illegal fireworks lab connected to massive California explosion is raided, spurring school evacuations," *LA Times*, Oct. 28, 2025, https://www.latimes.com/california/story/2025-10-28/students-evacuated-as-law-enforcement-raids-illegal-fireworks-lab-in-east-l-a; "Deadly Fourth of July holiday: 3 killed in SoCal due to fireworks," NBC Los Angeles, Jul.

6, 2025, https://www.nbclosangeles.com/news/local/deadly-fourth-of-july-holiday-3-killed-in-socal-due-to-firework-mishaps/3739250/; "Fireworks explosion in Pacoima turns deadly after multiple homes set on fire," ABC7 Los Angeles, July 5, 2025, https://abc7.com/post/fire-crews-battling-residential-involving-active-fireworks-pacoima/16945427/);

WHEREAS, the increased fines related to dangerous fireworks are not meant to be punitive but are meant to deter individuals and entities from using them, including, without limitation, selling, possessing, discharging, and igniting them due to the severity of injury and destruction that they can cause;

WHEREAS, the City Council takes the threat to life and property caused by illegal fireworks seriously, especially considering the grave danger to human life when illegal fireworks are set off in large crowds, multiplying the threat to life;

WHEREAS, the City Council desires to create higher fines associated with the violation of the City's Fireworks Code, especially when dangerous fireworks are possessed or discharged in violation of the Code in places with three hundred (300) persons or more, to assist in deterring the possession and usage of illegal, dangerous fireworks;

WHEREAS, in accordance with Government Code Section 53069.4(a)(1), the City Council desires to update the Administrative Citation Schedule to increase fines associated with the violation of the City's Fireworks Code;

WHERES, the fees and penalties assessed for a late payment of an administrative fine are reasonable. Those fees and penalties are meant to deter individuals from failing to pay their fines, which results in administrative burdens to the City in having to take actions to collect unpaid fines;

WHEREAS, the City Council also wishes to establish an Administrative Hearing Fee that will pay for the City's cost when an administrative citation is appealed. This fee covers the reasonable cost of the City's contractor, Data Ticket, which provides Hearing Officer services. The proposed Administrative Hearing Fee does not exceed the City's costs in providing for an appeal; and

WHEREAS, on the regular City Council meeting on March 9, 2026, the City Council held a duly noticed public hearing and heard public testimony from staff and members of the public and considered the staff report.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, DOES HEREBY, FIND, ORDER, AND RESOLVE AS FOLLOWS:

SECTION 1. The above recitals are found to be true and correct and incorporated herein by reference.

SECTION 2. The City Council hereby approves and adopts the Administrative Citation Schedule of Civil and Administrative Fines and Late Charges attached to this Resolution as Exhibit “A,” which is incorporated herein by reference.

SECTION 3. City Council Resolution 18-2724 is hereby repealed and superseded by this Resolution.

SECTION 4. The City Clerk shall certify to the passage and adoption of this Resolution.

SECTION 5. This Resolution shall not become effective upon its adoption.

PASSED, APPROVED, and ADOPTED on this 9th day of March, 2026.

_____
RENE TREVINO, MAYOR

ATTEST:

_____
JENNIFER ALDERETE, CITY CLERK

APPROVED AS TO FORM:

_____
BEST BEST & KRIEGER, CITY ATTORNEY

EXHIBIT "A"

ADMINISTRATIVE CITATION SCHEDULE OF CIVIL AND ADMINISTRATIVE FINES, LATE CHARGES, AND HEARING FEES

1. Civil Fine for Violations Identified as Infractions. The civil fine for any violation of the Artesia Municipal Code identified as an infraction shall be as follows:

$100.00	For the first violation.
$200.00	For the second violation of the same Municipal Code section within one year of the first violation.
$500.00	For each additional violation of the same Municipal Code section within one year of the first violation.

2. Civil Fines for Violations Identified as Misdemeanors. The civil fine for any violation of the Artesia Municipal Code identified as a misdemeanor shall be as follows:

$250.00	For the first violation.
$500.00	For the second violation of the same Municipal Code section within one year of the first violation.
$1,000.00	For each additional violation of the same Municipal Code section within one year of the first violation.

3. Administrative Fines for Violations Identified as Infractions. The administrative fine for any violation of the Artesia Municipal Code identified as an infraction shall be as follows:

$100.00	For the first violation.
$200.00	For the second violation of the same Municipal Code section within one year of the first violation.
$500.00	For each additional violation of the same Municipal Code section within one year of the first violation.

4. Administrative Fines for Violations Identified as Misdemeanors. Except as set forth in Section 5 of this Schedule, the administrative fine for any violation of the Artesia Municipal Code identified as a misdemeanor shall be as follows:

$250.00	For the first violation.
$500.00	For the second violation of the same Municipal Code section within one year of the first violation.

$1,000.00	For each additional violation of the same Municipal Code section within one year of the first violation.

5. Administrative Fines and Late Charges for Certain Specified Violations Identified as Misdemeanors. Notwithstanding Section 4 of this Schedule, the administrative fines and late charges shall be as follows for violations relating to dangerous fireworks, as provided in Chapter 2 (Fireworks) of Title 4 (Public Safety) Artesia Municipal Code identified as misdemeanors:

$2,000.00	For the first violation.
$3,500.00	For the second violation of the same Municipal Code section within one year of the first violation.
$5,000.00	For each additional violation of the same Municipal Code section within one year of the first violation
$5,000.00	For the first and each subsequent violation when illegal, dangerous fireworks are discharged at a large gathering, as defined by the City's Facility Use Regulations as gatherings of three hundred (300) people or more.

In the case that the City is required to dispose of confiscated illegal fireworks, a disposal fee of $100 shall also be charged.

Late Fees and Penalties

All fines outlined in items 1-5 above shall be subject to the late penalties and interest charges outlined in Section 1-2.06 of the Artesia Municipal Code.

Administrative Hearing Fee

$89.00	To request a hearing contesting an administrative citation. The fee will be returned to the person tendering the fee in the event a citation is reversed by a hearing officer (AMC 1-7.08(a)).

CITY COUNCIL AGENDA REPORT

MEETING DATE: March 9, 2026 **ITEM NO: 11A.**

TO: Mayor and Members of the City Council

SUBJECT: 2026 Independence Day Event and Fireworks Show

FROM: Edith Guerra, Parks and Recreation Manager

REVIEWED AND APPROVED BY:
Melissa Burke, Deputy City Manager
Jamie Murguia, Finance Manager
Abel Avalos, City Manager

RECOMMENDATION:
Staff recommends that the City Council:

1. Approve changing the City of Artesia's Independence Day Celebration event date from July 4 to July 3, 2026, due to a shortage of certified fireworks technicians and the City's inability to secure a fireworks vendor for July 4, 2026; and
2. Approve an Agreement and authorize the City Manager to sign on the Council's behalf with Zambelli Fireworks to provide a fireworks show on July 3, 2026 for an amount not to exceed $37,800.

BACKGROUND:
The City of Artesia ("City") traditionally hosts an annual Independence Day Celebration at Artesia Park on July 4th. As this is the 250th anniversary of our nation's Independence Day, staff is working hard to put on an wonderful event to commemorate this significant milestone in our nation's history. The event features live entertainment, family games, and a fireworks display. The fireworks display has been provided by Fireworks America, the City's contracted fireworks vendor since 2023. The City's annual celebration was expected to continue as planned, providing an opportunity for residents to gather and celebrate at Artesia Park in this national observance.

The City was notified on Monday, March 2nd by Fireworks America that due to certified pyrotechnic staffing shortages, the company is unable to provide a fireworks show for Artesia on July 4, 2026. The staffing shortage impacts multiple municipalities across the region, and Fireworks America has confirmed that they cannot service the City on that date. Upon being notified, Staff reached out to other fireworks vendors and was told that the show could not be accommodated on July 4th. In response, Staff evaluated alternative dates and entertainment options to preserve the City's Independence Day Celebration in a manner that maintains the community's expectations while addressing vendor limitations.

ANALYSIS:
Due to Fireworks America's inability to perform on July 4, 2026, staff explored two primary alternatives with three possible vendors:

Option 1: Move the Independence Day Celebration to July 3rd with a traditional fireworks show.

- Vendor: Zambelli Fireworks
- Show: Traditional 15-18 minute fireworks display
- Cost: $37,800

Advantages:

- Maintains the traditional fireworks entertainment the community is accustomed to,
- Lower cost than a drone show alternative, and
- Secures a licensed pyrotechnic operator able to perform on July 3.

Consideration:

- Event would occur on July 3rd instead of July 4th, and
- Requires advance public outreach and marketing adjustments regarding the date change.

Option 2: Drone Show on July 4th

- Vendor: Open Sky Drones
- Show: Aerial drone show
- Cost: $60,000

Advantages:

- Maintains July 4th event date, and
- No pyrotechnic permitting or technician required.

Consideration:

- Higher cost ($22,200 more than Option 1), and
- Different experience from traditional fireworks.

The Independence Day Celebration is a long-standing community tradition in Artesia that draws significant attendance on July 4th. Given the significance of of the 250th anniversary of Independence Day, staff believes it is important to preserve the event in a manner that mostly closely maintains community expectations. Therefore, Staff is recommending Option 1, to hold the event on July 3rd to include a traditional fireworks show.

FISCAL IMPACT:
The Independence Day Celebration is funded with the Community Promotions Budget in the City's General Fund. The allocation for the Independence Day Celebration for FY 2025-26 is $50,000, which includes funding for not only fireworks, but for staging, music, games, and giveaways. The majority of this funding was for the 2025 event, with $14,000 available for a deposit for a 2026 Independence Day show. Zambelli Fireworks requires a $18,900 deposit due on March 10, 2026. The additional $4,800 for the deposit, as well as the remaining balance of the show and event production will be recorded as a prepaid expense and subsequently charged to the Fiscal Year 2026-27 Budget.

RECOMMENDED COUNCIL ACTION:
Staff recommends that the City Council:

1. Approve changing the City of Artesia's Independence Day Celebration event date from July 4 to July 3, 2026, due to a shortage of certified fireworks technicians and the City's inability to secure a fireworks vendor for July 4, 2026; and
2. Approve an Agreement and authorize the City Manager to sign on the Council's behalf with Zambelli Fireworks to provide a fireworks show on July 3, 2026 for an amount not to exceed $37,800.

Attachments

CA-2026 City of Artesia Fireworks Proposal -.pdf
City of Artesia - Open Sky Drone July 4, 2026.pdf

Zambelli
FIREWORKS

City of Artesia,

I would like to thank you for providing Zambelli Fireworks with the opportunity to design a display package for your 2026 Independence Day Celebration.

I have provided an exciting fast-paced display option for your consideration. This program suggests our initial considerations as to show design and describes basic product types and quantities. Our design is consistent with your viewing location from the grounds of Artesia Park.

Zambelli Fireworks will provide all equipment and labor, acquire all permissions and security mandated by authorities having jurisdiction, reserve all transportation required, Workman's Compensation in addition to liability insurance for your fireworks display. I have attached to the proposal a copy of our sample insurance certificate. Zambelli uses the highest rated insurance in the industry, only offered to "AAA" rated companies. We carry 10 million coverage per display.

We have taken into account all the aspects that are involved with producing a display in Los Angeles County, CA. The product we select will be maximized to afford you the best viewing from the sports park. We have been certain to include a great variety of colors and effects that will be adding a special touch to your fireworks display. This display package will be utilizing Zambelli specialty multi shot effect devices that fire shots in quick succession. This will certainly keep the sky filled for the duration of this rapid paced display. We will also be adding our "signature" Zambelli finale that will leave your spectators breathless as we launch hundreds of shells into the air in a giant finale conclusion.

I have done my best to provide you with a quote that we feel you will get the "most bang for your buck".

I welcome any questions you may have and I thank you for considering our company to be part of the City's Celebration.

Sincerely,
John Hagan

John D Hagan
West Coast Project Manager
Zambelli Fireworks Office: 1.800.322.7142
jhagan@zambellifireworks.com
www.zambellifireworks.com

Zambelli
FIREWORKS

City of Artesia
2026 Independence Day
Fireworks Celebration

Zambelli Fireworks

John Hagan
800-322-7142
jhagan@zambellifireworks.com

Zambelli
FIREWORKS

FIREWORKS PROPOSAL

City of Artesia
2026 Independence Day
Fireworks Celebration

Show Date: Friday July 3, 2026

Show Budget: $36,000
*2026 five percent tariff surcharge= $1,800

Show Budget All Inclusive: $37,800

Insurance Liability Coverage: $10 Million dollars per incident clause to cover the Fireworks Display. Zambelli uses the highest insurance premium in the industry, only offered to “AAA” rated companies.

State, Local and Federal Permits: Zambelli Fireworks will secure all necessary state, local and federal permits / required licenses.

Transportation Liability Coverage: $5 Million dollars as required by United States Department of Transportation. (DOT)

Workers Compensation: Pyrotechnicians will meet all of the requirements of the Workers Compensation Laws of California.

Site Security and Fire Protection: Customer will assist in providing site security and make arrangements with the Authorities Having Jurisdiction.

Transportation: Fireworks and equipment will be delivered by qualified CDL drivers with Haz-Mat endorsed licenses as required by US DOT.

Personnel: Zambelli Certified Pyrotechnicians and Trained Assistants; no subcontractors used.

Safety Procedures: Zambelli Fireworks adheres to all safety regulations. NFPA 1123 code will be strictly enforced.

Zambelli
FIREWORKS

2026 City of Artesia

SYNOPSIS FOR AN 15 TO 18 MINUTE DISPLAY

ALL INCLUSIVE PACKAGE PRICE $37,800

DEVICE DESCRIPTION	QUANTITY
ZAMBELLI MULTI SHOT DEVICES (CAKES)	
OPENING BARRAGE:	
665 Shot Golden Wall Fan Brocades (two)	1330
665 Shot Silver Wall Fan Brocades (two)	1330
400 Shot Titanium Salute Finale Box	400
DISPLAY MAIN BODY	
QUANTITY FOUR EACH:	
25 Shot Variegated Waterfall	100
25 Shot Colorful Falling Leaves	100
25 Shot Fan Crossettes w/Assorted Color Tails Fan Box	100
25 Shot Fan Bright Popping Flowers /Silver Tails Fan Box	100
25 Shot Screaming Silver Dervish	100
35 Shot Red Dahlias w/Assorted Colored Tails	140
35 Shot Rainbow Dahlias w/Assorted Colored Tails	140
35 Shot Variegated Moons w/Titanium Reports and Tail	140
35 Shot Gold Brocade Waterfalls w/Gold Tails	140
35 Shot Thunder Tourbillions w/Red and Blue Mines Fan Box	140
36 Shot Crackling Palm Trees W/Report	144
36 Shot Red White Blue Crossettes with Red Tails	144
36 Shot Rainbow Crossettes w/Assorted Color Tails Fan Box	144
36 Shot Gold Twinkling Kamuro	144
36 Shot Red to Green Crossettes Fan Box	144
QUANTITY TWO EACH:	
80 Shot V-Shaped Colorful Pearls W Golden Tails	160
90 Shot Red Palm Tress W Silver Coconuts	180
100 Shot Variegated Chrysanthemum w/Palm and Silver Tails	200
100 Shot Red Crackling and Green Glittering w/Purple Mines	200
100 Shot Silver Crackling Flowers w/Silver Tails	200
100 Shot Silver Bees	200
100 Shot Variegated Chrysanthemum w/Palm and Silver Tails Fan Box	200

CONTINUED NEXT PAGE:

Zambelli
FIREWORKS

CONTINUED DISPLAY PRODUCT SYNOPSIS:

QUANTITY TWO EACH:

100 Shot LARGE Exploding Red Pearl w/Silver Strobe	200
100 Shot LARGE Z Shaped Gold Dahlia with Colored Tips	200
100 Shot LARGE Gold Kamuro W/Blue Tail	200
100 Shot LARGE Fan W/Blue tail to Peony	200
100 Shot LARGE Big gold Coconut plus Blue Pearl	200
138 Shot Whirling Peacocks W/Colorful Tails	276
180 Shot Time Changing Gold Rain and Straw Flowers	360
400 Shot V Shaped Red Comets	800
400 Shot V Shaped White Comets	800
400 Shot V Shaped Blue Comets	800
Roman Candle Fan Rack (five per)	10

ZAMBELLI FAMOUS FINALE:

QUANTITY EIGHT EACH:

100 Shot LARGE Super Titanium Salute Finale	800
100 Shot LARGE Super Silver Peony W LOUD Report	800
100 Shot LARGE Thunder King	800

QUANTITY TWO EACH:

136 Shot W Shaped Finale Comets	272
408 Shot Zipper Crackling Palms	816
408 Shot Zipper Lime Green Pearls	816
408 Shot Zipper Sea Blue	816

TOTAL NUMBER OF SHOTS IN THE DISPLAY 15,486

Zambelli FIREWORKS

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Allied Specialty Insurance, Inc.
10451 Gulf Blvd
Treasure Island, FL 33706-4814

CONTACT NAME: Michelle Kugler
PHONE (A/C, No, Ext): 727-547-3070 FAX (A/C, No): 727-367-5695
E-MAIL ADDRESS: mkugler@alliedspecialty.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : T.H.E. Insurance Company	12866
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
ZAMBELLI FIREWORKS MFG CO, INC., ETAL
120 Marshall Drive,
Warrendale, PA 15086

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY			CPP0103167-05	02/01/2018	02/01/2019	EACH OCCURRENCE	$ 1,000,000
	[ ] CLAIMS-MADE [X] OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ N/A
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 10,000,000
	[ ] POLICY [ ] PRO-JECT [ ] LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:						Protection & Indemnity	$ 1,000,000
A	AUTOMOBILE LIABILITY			CPP0103167-05	02/01/2018	02/01/2019	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	[X] ANY AUTO						BODILY INJURY (Per person)	$
	[ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	[ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	UMBRELLA LIAB [X] OCCUR			ELP0011081-05	02/01/2018	02/01/2019	EACH OCCURRENCE	$ 9,000,000
	[X] EXCESS LIAB [ ] CLAIMS-MADE			Excess P & I Included			AGGREGATE	$ 9,000,000
	DED [ ] RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						[ ] PER STATUTE [ ] OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N [ ] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		Coverage is afforded in the State(s) of:			E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Inland Marine / Hull			CPP0103167-05	02/01/2018	02/01/2019	Hull Limit Show Limit	$900,000 $1,500,000

SAMPLE

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Display Date: Rain Date: Location:

RE: General Liability, the following are named as additional insured in respects to the negligence of the named insured, excess is follow form:

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Carol A Serra

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Show Contract

Open Sky Productions, LLC (the "Company")
922 S 500 W STE F
Salt Lake City, UT 84101
801-996-4857

Date: 03/03/2026

Project Reference: Independence Day
To: City of Artesia, CA (the "Client")
Address: 18750 Clarkdale Ave., Artesia, CA 90701

Show Date(s): 7/4/26
Launch Time: 8:45-9:00PM
Show Size: 150 drones
Venue Name & Address: 18750 Clarkdale Ave., Artesia, CA 90701

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1) Company Services:
   a) Subject to the terms of this Agreement the Company will provide the following services (the "**Services**"):
      i) FAA flight authorization
      ii) Launch site check (as applicable)
      iii) Standard show design with up to 4 custom animations approved by Client
      iv) Programmed music soundtrack
      v) Duration of show: 12-13 minutes
      vi) Staff travel and expenses
      vii) Equipment freight and logistics expenses
      viii) Set up, installation, dismantle of equipment
   b) The Company will be responsible for providing the Special Flight Operations Certificate from the FAA and any other necessary flight authorizations, if required (the "**Company Permits**"). All permits licenses and authorizations other than the Company Permits will be the sole responsibility of the Client.

2) Client Responsibilities:
   a) Access and permission to use the location specified for the show, in such form as the Company may require, in order to obtain the Company Permits and for event coordination, which must be provided at least seven (7) days prior to the scheduled event date
   b) An appropriate site for the Services to be performed. Approval and confirmation of the Latitude and Longitude for the event site must be confirmed by the Client in writing upon signing this Agreement, as the site location and characteristics may influence the design and performance of the Services
   c) All necessary security services to ensure the safety of Company equipment and personnel
   d) All permits, licenses, and authorizations necessary for the event and Services, save and except for the Company Permits.

3) Price Includes:
   a) The Services described above
   b) The Company Permits
   c) Company travel to and from the event location

a) General Aviation Liability Insurance and Workers Comp coverage

4) Price and Payment Terms:
   a) Price for Services: $60,000 (Final Price)
      i) 50% due as deposit upon signing of contract
      ii) 50% due upon completion of Company Services

5) Additional Provisions:
   a) The Client will approve all renderings no later than 5 days before the show, which approval is final, and binding and the Company will perform the show substantially as presented
   b) Company shall provide evidence to the Client of workers' compensation coverage of at least $1,000,000
   c) Company shall provide evidence to the Client of general liability insurance of at least $5,000,000
   d) Company shall provide evidence to the Client of aviation liability insurance of at least $5,000,000

6) General:
   a) The Terms and Conditions attached as Schedule "A" form part of this Agreement. By signing below the parties each acknowledge that they have had an opportunity to review such terms and conditions and the parties accept and agree to such terms.
   b) This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. This Agreement may be executed by electronic signature and/or transmitted in electronic form and the parties to this Agreement consent thereto.

THE PARTIES have entered into this Agreement as of.

For and on Behalf of
Open Sky Productions, LLC

B Jones

Authorized Signature

Name: Brittany Jones

Title: Account Executive

Date: 3/03/2026

The above quotation is accepted by:

Authorized Signature

Name:

Title:

Date:

Schedule "A" - Terms and Conditions

1. ***Deposits.*** A non-refundable deposit equal to fifty percent (50%) of the total price (the "Deposit") is required upon execution of this Agreement to secure your booking. If a show is booked within two weeks (14 days) of the required date, then full payment is required upon booking.
2. ***Payment.*** All payments shall be made by way of a money transfer, wire transfer, or other form of immediately available funds. Any amounts not paid when due hereunder shall accrue interest at the rate of 12% per annum, compounding monthly.
3. ***FAA Approval.*** Drone shows are subject to the Company obtaining the Company Permits. In the event such Company Permits are not obtained for any reason (other than the failure of the Client to provide any information reasonably requested by the Company to obtain such Company Permits), this Agreement shall terminate, and the sole right and remedy of the Client shall be a refund of any prepaid amounts. In the event such Company Permits are not obtained due to the failure of the Client to provide any information reasonably requested by the Company, this Agreement shall terminate, without liability of the Company to the Client, and the Company shall be entitled to retain the Deposit as liquidated damages, which amount the parties agree is a reasonable estimate of the Company's damages in such circumstance.
4. ***Performance.*** The Client acknowledges that performance of the Services are subject to reasonable technical or other errors, and that the Services shall be deemed to be fully performed provided that at least 90% of the drones function substantially in the manner intended for the Services.
5. ***Limited Warranty.*** All Services to be provided hereunder will be provided in a good and professional manner and in accordance with applicable laws. The Company will not knowingly infringe upon the intellectual property rights of third parties.
6. ***Disclaimer of Warranties.*** The Company makes no representation or warranty whatsoever either expressed or implied, statutory, or otherwise other than as expressly set forth herein and the Client hereby waives the benefit of any such expressed or implied, statutory or other representations or warranties.
7. ***Force Majeure.*** The Company shall not be liable for any modification of the Services or any failure to perform or delay in performance under this Agreement if such modification, failure, or delay is due to any strike, lockout, riot, civil commotion, sabotage, embargo, epidemic, inclement weather, act of government, war, act of God or other cause beyond its reasonable control (each a "**Force Majeure Event**"). Without limiting the foregoing, the Client acknowledges that the performance of the Services and the safety of all person's present is dependent upon suitable weather conditions on the day of the event. The Company will have the sole discretion to determine if weather conditions are suitable for performance of the Services, and may delay, modify, or cancel the Services in their sole discretion.
8. ***Cancellations.*** The Client acknowledges that the Company will spend considerable time and resources in planning the Services, traveling to the event venue and in setting up to perform the Services. In the event of cancellation due to a Force Majeure Event or failure of client to fulfill their contractual obligations, the Client will be issued a credit (the "Credit") equal to the amount of the Deposit less any expenses incurred prior to cancellation, including but not limited to labor costs, fees for Company Permits and other expenses. The Credit may be applied to a future event to be scheduled within one (1) year of the date of the original event date. Future event dates will be scheduled based on availability at the time of booking. Any unused credits will expire one (1) year following the date of the original event. The foregoing credit shall be the Client's sole right in the case of any Force Majeure Event and in no case will the Client be entitled to any refund of any amounts paid.
9. ***Insurance.*** The parties will each maintain and keep in force during the term of this Agreement general or aviation liability insurance including coverage for personal injury, products liability, and contractual liability, in the amount equivalent to at least USD $5,000,000.00
10. ***Limitation of Liability.*** Limitation of Liability. The aggregate liability of the respective parties, and their officers, directors, employees, agents, and consultants (who shall collectively be included in the definition of the "Company" or "Client" for purposes of this section), whether arising under this agreement, contract, tort, negligence, statutory liability or other legal theory, shall be limited to the direct and actual money damages effectively incurred by the indemnified party.
11. ***Mutual Indemnity.*** Mutual Indemnity. The Company agrees to defend, indemnify and hold harmless the Client, its' employees, agents, invitees and/or volunteers from any claims, demands, causes of action, liability, loss, property damage or any type of damage and/or injury (to property or person, including without limitation wrongful death), whether brought by an individual or other entity, or imposed by a court of law or by administrative action of any federal, state or local government body or agency, arising out the services provided by the Company. The Client agrees to defend, indemnify and hold harmless the Company, its' employees, agents, invitees and/or volunteers from any claims, demands, causes of action, liability, loss, property damage or any type of damage and/or injury (to property or person, including without limitation wrongful death), whether brought by an individual or other entity, or imposed by a court of law or by administrative action of any federal, state or local government body or agency, arising out of or incident to any acts, omissions, negligence, or conduct of the Client, its personnel, employees, agents, contractors, or volunteers in connection with or arising out of the Client's negligence, or intentional acts or failure to act, arising out of this Agreement.
12. ***Termination.*** Without limiting any other rights or remedies available at law or in equity or otherwise, the Company may terminate this Agreement if:
    (a) the Client is in breach or default of any of its obligations under this Agreement and such breach or default continues unrectified for fifteen (15) days following the provision of written notice of such breach or default.
    (b) the Client enters into proceedings in bankruptcy or insolvency, makes an assignment for the benefit of its creditors, is adjudged to be bankrupt or insolvent, a petition is filed against the Client under a bankruptcy law, corporate reorganization law, or any other law for the relief of debtors or similar law or a receiver, trustee or similar person is appointed with respect to the Consultant's assets; or
    (c) the Client ceases to carry on its business.
13. ***Assignment.*** Neither the Company nor the Client shall have the right to transfer or assign this Agreement or any rights, remedies, obligations or benefits hereunder without the prior written permission from the other party.
14. ***Waiver.*** The waiver of one breach or default shall not constitute the waiver of any subsequent breach or default and shall not act to amend or negate the rights of any party.
15. ***Severability.*** Any provision of this Agreement prohibited by or unlawful or unenforceable under any applicable law shall, at the sole option of the Company, be ineffective without invalidating the remaining provisions of this Agreement; provided, however, that to the extent that the provisions of any such applicable law can be waived, they are hereby waived by the Client.
16. ***Relationship.*** The relationship between the Company and the Client will, at all times be one of independent contractors and nothing herein shall be construed as implying a partnership or joint venture relationship.
17. ***Headings.*** The inclusion in this Agreement of headings and subheadings is for convenience of reference only and shall not affect the construction or interpretation of this Agreement.
18. ***Applicable Laws.*** This Agreement shall be governed by the laws of the State of Utah. Jurisdiction and venue shall be the courts of Utah in and for Salt Lake County.
19. ***Entire Agreement.*** This Agreement contains the entire understanding between the parties and other than as expressly set forth herein there are no other terms, conditions, representations, or warranties of any kind. This Agreement may not be modified except by another agreement, in writing, signed by both parties to this agreement.

CITY COUNCIL AGENDA REPORT

MEETING DATE: March 9, 2026 **ITEM NO: 11B.**

TO: Mayor and Members of the City Council

SUBJECT: Non-Profit Facility Use Fees Discussion

FROM: Edith Guerra, Parks and Recreation Manager

REVIEWED AND APPROVED BY:

Melissa Burke, Deputy City Manager
Jamie Murguia, Finance Manager
HongDao Nguyen, City Attorney
Abel Avalos, City Manager

RECOMMENDATION:

Staff recommends that the City Council discuss and provide direction to staff regarding the Facility Usage regulations in relation to Artesia-based Non-Profit organizations versus Non-profit organizations based outside of the City.

BACKGROUND:

At the Mayor's request, Staff was directed to bring forward a discussion regarding the City of Artesia ("City") Facility Use Regulations as they apply to Non-profit Organizations based in the City and Non-profit Organizations located outside of the City. This report summarizes the current regulations as they pertain to Group classifications and provides information for the City Council's review and discussion.

In September 2025, the City Council approved the updated Facility Use Rules and Regulations, which establishes the policies, classifications, and fee schedule governing the use of City-owned parks and recreation facilities; including community centers, meeting rooms, and park amenities. The Facility Use Guidelines are used to:

- Establish user classifications (Resident, Non-Resident, Non-Profit, etc.);
- Define qualification requirements for each category;
- Set hourly rental rates and deposits for the use and maintenance of City Facilities;
- Ensure equitable access to City Facilities;
- Provide administrative structure and insurance requirements for uses; and
- Protect the City's assets and manage liability.

Section 5.00 of the Facility Use Regulations determines the Classification of Users. Each facility use applicant is classified into a group depending on the type of Person or Group submitting the Facility Use application and the intended use.

Group 1 City: Use organized, sponsored, co-sponsored, or conducted by the City.

Group 2 Resident Non-Profit : Use by Resident Non-Profit groups which add to and support Parks and Recreation Department programs. The organization must have at least fifty percent (50%) of its members as residents of the City

Group 3 Non-Resident Non-Profit: Use by Non-Resident Non-Profit Groups which add to and support Parks and Recreation Department programs.

Group 4 Resident: Use by Residents, Resident Groups, or Businesses within the City which are holding private uses or programs which are not complimenting or supporting the Parks and Recreation Department programs.

Group 5 Non-Resident: Use by Non-Residents, Non-Resident Groups, Non Resident Non-Profits or Businesses outside the City which are holding private uses or programs which are not complimenting or supporting the Parks and Recreation Department programs.

When two Non-Profit organizations are vying for a usage on the same date, the Artesia-based Non-profit would receive priority for the usage.

Facility use fees serve to recover the costs associated with providing specific services benefiting the user, thereby reducing the use of General Fund monies for private purposes. Facility use fees accomplish the following:

- Collect for the direct cost of salaries and benefits associated with staff processing and administering the facility use;
- Collect costs associated with the facility uses share of facility maintenance and upkeep of materials and equipment utilized (tables, chairs, etc.); and
- Pay for direct and indirect costs from the department and support departments for processing the facility use.

The fee structure was created in a tiered fashion, with private non-resident users paying the highest fees closest to cost recovery. Private residents users then pay fees with a 37.5% subsidy of full cost recovery, and non-profit organizations pay fees with a 50% subsidy of full cost recovery.

ANALYSIS:
To facilitate the discussion, Staff conducted a review of other cities facility rental regulations as they pertain to Non-profit organizations based within and outside of the city for comparisons. The review focuses exclusively on meeting room and community center use for Non-Profit Organizations in neighboring jurisdictions.The cities in the surrounding community that were reviewed were: Bellflower, Cerritos, Hawaiian Gardens, Lakewood, and Norwalk.

City of Artesia (Current Policy)

- Requires IRS 501(c)3 documentation to classify as a Non-Profit Organization user. If two organizations are vying for the same rental date, Artesia-based non-profit would take precedence over a non-profit based outside of the City.
- Artesia-based non-profits require 50% resident membership for classification.
- Non-profits receive a 50% subsidy on cost recovery rates.
- Residents receive a 37.5% subsidy on cost recovery rates.
- Non-residents pay cost recovery rates.
- No free-use provision

City of Bellflower

- Utilizes a nine-tier classification system
- Bellflower-based non-profits receive discounted rates
- Non-Bellflower non-profits pay higher rates.
- Provides a flat $20 board meeting rate for designated rooms.
- No free-use provision

City of Cerritos

- Class A non-profits require 51% resident membership that is verified by the Department on a yearly basis and IRS 501(c)3 documentation.
- Provides one free 4-hour meeting per month (Monday-Thursday) and one free 6-hour special event per year at a limited amount of facilities (no free uses allowed at Cerritos Park East)
- Additional use requires payment of fees

City of Hawaiian Gardens

- Requires 75% resident participation for non-profit qualification.
- Qualifying non-profits receive no charges for room use.

City of Lakewood

- Requires 51% resident membership for non-profit allocation
- Qualified Lakewood non-profits receive free room use at qualified smaller locations.

City of Norwalk

- Separate non-profit rate category that receives a discounted hourly rate.
- No free-use provision.

Among the six cities reviewed:

- Two cities (Lakewood and Hawaiian Gardens) provide unlimited free non-profit room use.
- One city (Cerritos) provides limited structured for free use
- Three cities (Artesia, Norwalk, and Bellflower) maintain discounted cost-recovery models.

While some neighboring cities provide full fee waivers for qualifying resident-based non-profits, the majority maintain discounted cost-recovery structures that are similar to Artesia's current policy. It is also important to note that cities that provide fee waivers for non-profit use have substantially more facilities at their disposal than Artesia, making it easier to provide space free of charge without monopolizing space or disrupting programming. Artesia's model aligns with Norwalk and Bellflower in maintaining a discounted cost-recovery approach that requires non-profits to contribute toward operational costs through discounted rates rather than a full subsidy model.

If the City Council is interested in providing more differentiation in benefits between resident based Non-Profits compared to non-resident based Non-Profits, Staff has two options for consideration:

1. Increase the number of facility rentals permitted per calendar year from three (3) to four (4) uses for Artesia-based Non-profit organizations; and
2. Consider an increase to the facility rental fee structure for Non-profit organizations based outside of the City to better prioritize access for Artesia-based organizations.

Pending direction from the City Council, Staff may return with amendments to the Facility Use Regulations at a future City Council meeting.

FISCAL IMPACT:
There is no impact to the General Fund related to this discussion item. Pending direction from the City Council, Staff will evaluate the financial impact related to any changes through future agenda items.

Facility use fee revenue is a critical component of the Parks and Recreation Department's operating structure. Revenue generated from facility use rentals:

- Collect for the direct cost of salaries and benefits associated with staff processing and administering the facility use
- Collecting costs associated with the facility uses share of facility maintenance and upkeep of materials and equipment utilized (tables, chairs, etc.)
- Direct and indirect costs from the department and support for processing the facility use

A review of facility use rentals at the Albert O. Little Community Center from February 1, 2025 - February 1, 2026 show that over 61% of the facility use fees received ($19,622.57 of a total of $31,701.71) from Facility Use rentals came from Non-Profit Organization use of City facilities.

RECOMMENDED COUNCIL ACTION:

Staff recommends that the City Council discuss and provide to direction to staff regarding the Facility Usage regulations in relation to Artesia-based Non-Profit organizations versus Non-profit organizations based outside of the City.

CITY COUNCIL AGENDA REPORT

MEETING DATE: March 9, 2026 **ITEM NO: 11C.**

TO: Mayor and Members of the City Council

SUBJECT: Business Improvement District (BID) Update and Direction Regarding the Naming of Downtown

FROM: Carmen Zambrano, Management Analyst

REVIEWED AND APPROVED BY:
Melissa Burke, Deputy City Manager
HongDao Nguyen, City Attorney
Abel Avalos, City Manager

RECOMMENDATION:
Staff recommends that the City Council discuss and provide direction to staff regarding the naming of Downtown to be "Little India," upon formation of the Business Improvement District (BID).

BACKGROUND:
The City of Artesia ("City") continues to prioritize the revitalization and long-term economic health of its Downtown and surrounding commercial corridors. As part of these efforts, the City is working with a consultant to conduct outreach with stakeholders on the formation of a Business Improvement District (BID), which would encompass the Downtown area. A BID is a public-private partnership authorized under California's BID Law, which allows property owners within a defined area to fund improvements and activities benefiting their district through assessments to collaboratively invest in improvements, services, and promotional activities for the BID area.

Potential BID-funded services may include:

- Enhanced maintenance and cleanliness services
- Decorative lighting and beautification improvements
- Marketing and tourism promotion
- Business attraction and retention efforts
- Community events and place-making initiatives

The consultant was engaged to implement a structured, phased process consisting of analysis, stakeholder outreach, and potential legal formation support. The consultant's scope of work follows a three-phase approach:

Phase I – Feasibility Analysis and Community Outreach

- Baseline assessment of land use, demographics, business mix, mobility, and public-realm conditions
- Business and property-owner engagement through interviews, workshops, and surveys
- Drafting of preliminary BID boundaries, governance, and funding model
- Preparation of a Strategic Action Plan summarizing findings and next steps

Phase II – Legal Formation and Adoption Support

- Preparation of the Resolution of Intention, boundary map, and assessment methodology
- Conducting public noticing, meetings, and hearings required by the BID Law
- Support for Council adoption of an ordinance establishing the district

Phase III – Post-Adoption Implementation Support

- Business orientation, early branding/marketing support, and assistance transitioning to an independent management association.

The City is currently in Phase I of the feasibility process, which focuses on evaluating district conditions and gauging stakeholder interest. Formation of a BID will only move forward if sufficient support is demonstrated by property owners, who play the central role in establishing and sustaining the district under State law.

ANALYSIS:

Phase I Progress Update

Since execution of the agreement, New City America has initiated Phase I – Feasibility Analysis and Community Outreach activities. Activities have focused on designating the area of the BID (please see attached map), evaluating existing conditions, and assessing stakeholder interest in BID formation. Work completed to date includes:

- Conducting a preliminary analysis of commercial corridor conditions and land use patterns
- Reviewing business composition and economic activity within the proposed district area
- Developing initial concepts for potential BID boundaries
- Initiating outreach meetings with property owners and business operators
- Conducting stakeholder interviews to identify priorities, opportunities, and concerns
- Beginning discussions regarding potential service priorities and governance structure

Early outreach efforts have generated constructive dialogue among stakeholders within the proposed district area. While the proposed BID structure is property owner-based, engagement from both property owners and business operators has been positive and continues to inform the feasibility evaluation.

District Identity and Naming Consideration

During stakeholder outreach, the identity and branding of the commercial corridor has emerged as an important topic. The proposed district area is widely recognized for its cultural and commercial significance. Stakeholders have expressed interest in formally designating the Downtown area as "Little India," which reflects the established character and supports coordinated marketing and branding efforts.

Staff agrees that the formation of the BID and official naming of the Downtown should occur together, as the renaming would energize and bring attention to our efforts to establish and strengthen the BID. Working with the City Attorney's Office, it has been determined that the City Council may consider adopting a resolution that names the designated area and authorizes related actions, including requesting state designation and signage. Such a resolution would be conditioned to take effect upon the formal establishment of the BID to ensure all necessary actions occur in a timely and coordinated manner.

Next Steps

Outreach efforts on the BID formation remain ongoing, and additional stakeholder engagement will occur over the coming months to further gather support and refine the district parameters. Staff anticipates returning to City Council in Summer 2026 with feasibility findings and recommendations regarding whether to proceed to Phase II – Legal Formation and Adoption Support.

Upon direction from Council, staff will return with a resolution approving the naming of the designated area as "Little India" and authorizing related actions, which would take effect upon the formal establishment of the BID.

FISCAL IMPACT:

There is no fiscal impact to the General Fund associated with providing direction regarding preparation of a naming resolution.

RECOMMENDED COUNCIL ACTION:

Staff recommends that the City Council discuss and provide direction to staff regarding the naming of Downtown to be "Little India," upon formation of the Business Improvement District (BID).

Attachments

Designated Geographical Area.pdf

Artesia District Map | March 2026

CITY COUNCIL AGENDA REPORT

MEETING DATE: March 9, 2026 **ITEM NO: 11D.**

TO: Mayor and Members of the City Council

SUBJECT: 2026 Goal Setting Report

FROM: Melissa Burke, Deputy City Manager

REVIEWED AND APPROVED BY:
Jamie Murguia, Finance Manager
HongDao Nguyen, City Attorney
Abel Avalos, City Manager

RECOMMENDATION:
Staff recommends the City Council, by motion, adopt the 2026 Goal Setting Report and direct staff to begin implementation of the goals.

BACKGROUND:
The City of Artesia ("City") initiated a robust community outreach forum prior to developing the 2026 Goal Setting Report, which included a community survey, town hall, and goal setting City Council meeting. From February 4-6, 2026, the City conducted a community survey via FlashVote to obtain resident feedback on what the City was doing well, what could be improved upon, what issues were priorities, and what the community is concerned about on a five-year basis. On February 19, 2026, the City Council held a Town Hall Meeting wherein the survey results were shared. The survey responses were indicative of the following: the community believes the City is headed in the right direction, prioritizes public safety and community pride of ownership, with long term concerns about road infrastructure, the pending train line, and housing. Those present at the Town Hall shared similar comments, with the majority surrounding community beautification and upkeep, housing, road infrastructure and questions about housing.

On February 23, 2026, the City Council held a Goal Setting Session facilitated by Tripepi Smith to discuss the accomplishments under last years goals, the priorities raised by community members, and how to set the City's 2026 Goals. The 2026 Goal Setting Report is a culmination of the City Council's direction to staff on how to address community priorities and continue to move the City forward.

ANALYSIS:
At the February 23, 2026 goal setting session, the City Council established six goals for the City for the upcoming Fiscal Year. These goals include city beautification, prioritizing high quality public safety services, refining capital improvement project delivery, investing in staff development, creating a comprehensive communications plan, and enhancing economic development program delivery. Each of these goals includes action items, and tactical steps to achieve the goal in the Goal Setting Report. A summary of the Goals is below:

<u>City Beautification:</u>

- Develop a robust code enforcement program

- Hold additional volunteer clean-up events
- Replacing trash cans downtown and elsewhere
- Create incentive programs for property owners to upgrade landscaping
- Update lighting on medians and entryway signage
- Assess the effectiveness of the vacant property ordinance after one year (November 2026)

Prioritize High Quality Public Safety Services:

- Continue to expand ALPR Cameras for Sheriff's Department usage
- Ensure effective coordination with private security patrol and Los Angeles County Sheriff's Department for maximum effect
- Evaluate a drone program to support enforcement of City codes
- Continue funding the Alarm Rebate Program
- Evaluate additional traffic calming measures for residential use

Refine Capital Improvement Project Delivery:

- Complete outstanding City projects
- Maintain an approved Capital Improvement Plan with timelines online with progress updates
- Continue to actively seek grants for public EV charging stations and other capital projects
- Continue to implement the City's Pavement Management Program

Invest in Staff Development:

- Invest in robust performance culture focused on continuous improvement
- Encourage training for all staff
- Implement improvement culture
- Strategically work with departments to use part time and/or contract services to enhance the organization

Create a Comprehensive Communications Plan

- Work with Council-Ad Hoc to develop a citywide communications plan
- Assess direct mail communications with residents
- Consider communications assessments within the communications plan

Enhance Economic Development Program Delivery

- Publish ongoing economic development programs on the website
- Address proper marketing of City businesses
- Work with downtown businesses to form a Business Improvement District
- Encourage all businesses to market as Artesia location for brand recognition

FISCAL IMPACT:
There is no fiscal impact associated with adopting the 2026 Goal Setting Report at this time. The action items within each goal may have fiscal impacts to the General Fund or other funds, and will be evaluated on a case-by-case basis and addressed through the budget process as staff work towards implementation.

RECOMMENDED COUNCIL ACTION:
Staff recommends the City Council, by motion, adopt the 2026 Goal Setting Report and direct staff to begin implementation of the goals.

Attachments

Artesia Goal Setting Report 2026.pdf

City of Artesia
Goal Setting Report

Report Assembled By:

TRIPEPI SMITH
marketing • technology • public affairs

Authors:
Mike Egan, Director
Sofia Gonzalez, Junior Business Analyst

February 2026

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Executive Summary

Purpose

On February 23, 2026, Tripepi Smith facilitated a public goal-setting session with the Artesia City Council and members of the City's executive team. The Council discussed a broad range of overall goals. The goal setting session developed from and expanded upon the previous annual goal setting session from 2025. At the time of establishing that 2025 plan the City was just beginning to receive critical new revenues from two voter-approved measures; a new three-quarter (.75%) cent business use tax and the initiation of commercial retail cannabis operations in the City. The 2025 plan established early action goals focused on enhancing public safety, infrastructure projects and investment in staff development. As reported by the City Management team, much of those early action goals were accomplished and with further knowledge of revenue performance the City is now well positioned to broaden its goal setting to focus on longer term programs and organizational culture development.

City of Artesia Background

The City of Artesia is a small, vibrant community celebrated for its rich cultural diversity, thriving small business sector, outstanding restaurants, quality parks programs and innovative public education system.

The City initiated this goal-setting effort to focus resources on important community projects and to enhance organizational capacity, aiming to maintain its positive trajectory in service delivery.

In recent years, Artesia has made significant strides. In late 2021, the City faced serious financial challenges, including insufficient revenue, inadequate financial reporting and high staff turnover in critical positions. However, over the past few years, Artesia has successfully addressed these issues.

The City expanded its revenue base by implementing voter-approved cannabis sales and securing voter approval for Measure AAA. In August 2024, Artesia's Finance Department received a clean audit report for the Fiscal Year 2022-23, marking the completion of a backlog in financial reporting that spanned multiple years — an important achievement. Additionally, the City received a clean audit report for the Fiscal Year 2023-24. in February 2025, demonstrating Artesia's commitment to responsible financial management and transparency. For Fiscal Year 2024-25 the City Finance Department received its first Certificate of Achievement in Financial Reporting from the Government Finance Officers Association (GFOA) in many years, a milestone achievement!

Goal Setting Process

The City of Artesia engaged Tripepi Smith to lead its goal-setting process to guide the upcoming 2026-27 Fiscal Year Budget.

Tripepi Smith, along with the City's executive team reported on accomplishments from the past year based on the goals established by the City Council in 2025. Following this report Tripepi Smith facilitated a Council discussion on setting new goals for the coming year. Following thorough discussion the Council agreed on six comprehensive goals.

Based on City Council input Tripepi Smith created a work plan for each goal, as outlined below.

Goal #1: City Beautification

Councilmembers reported that residents routinely comment on the need to address deficient property maintenance on private and public property.

CITY OF ARTESIA
GOAL SETTING

CITY BEAUTIFICATION

- Develop robust Code Enforcement Program
  - Conduct presentation to City Council on code enforcement process
  - Review Municipal Codes for currency and effectiveness, update where necessary
- Hold additional volunteer cleanup days to assist with citywide beautifications on public and private property
- Place new trash cans Downtown and elsewhere
  - Address staffing needs to routinely maintain trash cans
- Create incentive programs for property owners to upgrade landscaping/tree planting
- Increase foliage to deter graffiti
- Work with Caltrans to increase cleanups on freeway ramps (consider subsidies)
- Update lighting and landscaping on main thoroughfares

CITY OF ARTESIA GOAL SETTING

CITY BEAUTIFICATION

- Encourage businesses to paint and/or decorate boarded windows to deter graffiti and flyer posting
- Ensure effective enforcement of policies related to illegal sign/flyer posting
- Update freeway on/off ramp signs and monument signs at main points of entry
- Address dilapidated phone booths and newspaper racks, potentially through an updated ordinance
- Highlight attractive, successful businesses to market the importance of City beautification
- Assess effectiveness of vacant lot/building registration ordinance. Provide recommendations on next steps.

Goal #2: Prioritize High Quality Public Safety Services

Focus on the integration and coordination of Sheriff Services, private patrols and technology to ensure the most effective service delivery and community safety

CITY OF ARTESIA GOAL SETTING

PRIORITIZE HIGH QUALITY PUBLIC SAFETY SERVICES

- Continue to expand ALPR Camera installation where most effective
- Ensure effective coordination between LASD and private security patrols for greatest effectiveness
- Evaluate the use of a Drone Patrol Program to augment law enforcement effectiveness
- Continue funding the alarm rebate program and expand it to the commercial sector
- Evaluate Best Practices for Jewelry Store security and update ordinance if necessary.
- Evaluate traffic calming measures in residential neighborhoods where appropriate

Goal #3: Refine Capital Improvement Projects Delivery

Improve timeliness of capital project delivery and maintain routine reporting to City Council and community on regular progress.

CITY OF ARTESIA GOAL SETTING

REFINE CAPITAL IMPROVEMENT PROJECTS DELIVERY

- Expedite completion of ongoing Capital/Beautification Projects (Metro property adjacent to walking trail, Botanical Garden, Paddleford Park, Historic District including Bell Tower, and other Capital Improvements)
- Place approved Capital Improvement Plan with timeline on City website and update progress at least quarterly. Provide links to milestone staff reports.
- Continue to actively seek grants for public EV Charging stations and other projects
- Continue to implement the City's Pavement Management Program to ensure roadway integrity

Goal #4: Invest in Staff Development

Promote a culture of prompt and effective service delivery grounded in accountability, integrity, continuous improvement and mutual respect. Implement best practices in hiring and staff development through training and shared commitment to purpose.

CITY OF ARTESIA
GOAL SETTING

INVEST IN STAFF DEVELOPMENT

- Invest in robust performance culture focused on continuous improvement
- Encourage continuous training for all staff utilizing available programs through CalCities, California JPIA and other professional resources
- Supplement staffing with part-time and/or contract services in strategic ways to enhance the organization

Goal #5: Create a comprehensive Communications Plan for the City

Improve communications to ensure the highest possible level of public awareness of City programs.

CITY OF ARTESIA
GOAL SETTING

CREATE A COMPREHENSIVE COMMUNICATIONS PLAN FOR THE CITY

- Assess cost for direct mail communications with residents, utilizing QR codes to direct traffic to online updated information
- Continue Artesian as currently implemented
- Work with Council Ad Hoc Committee to evaluate communications best practices
- Consider Citywide Communications Assessment and develop Communications Plan

Goal #6: Enhance Economic Development Program Delivery

Focus on market strengths and forthcoming development opportunities.

CITY OF ARTESIA GOAL SETTING

ENHANCE ECONOMIC DEVELOPMENT PROGRAM DELIVERY

- Implement Strategic Economic Development Plan
- Publish an ongoing economic development program posted to the website (recognize confidentiality of ongoing negotiations)
- Evaluate marketing strategy of City businesses, focusing on market strengths, i.e. food diversity, jewelry, ethnic products
- Work with downtown property owners and businesses to develop Business Improvement District
- Encourage all businesses to market Artesia for brand recognition
- Establish Business Improvement District in Downtown area
- Continue working with Billboard Companies on upgrade projects to existing billboards