

**** Revised ****

**Special Meeting of the Artesia Public Safety Commission
City Council Chambers
18747 Clarkdale Avenue
Artesia, CA 90701
(562) 865-6262**

Thursday, March 19, 2026, 6:00 PM

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENTS

Public comments received prior to the commencement of the meeting will be read at this time. Any public comments that cannot be heard within the next 20 minutes will be heard at the end of the meeting. Under the provisions of the Brown Act, the Public Safety Commission 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. Public comments are limited to three minutes.

5. OLD BUSINESS

5.A. Minutes from the January 8, 2026 Regular Meeting

6. NEW BUSINESS

6.A. City Paid Parking Program

7. STAFF UPDATES

8. COMMISSIONER COMMENTS

9. 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 16, 2026



PUBLIC SAFETY COMMISSION AGENDA REPORT

MEETING DATE: March 19, 2026

ITEM NO: 5A.

TO: Public Safety Commission

SUBJECT: Minutes from the January 8, 2026 Regular Meeting

FROM: Mario Flores, Management Analyst

REVIEWED AND APPROVED BY:

Melissa Burke, Deputy City Manager

BACKGROUND:

The minutes of the Public Safety Commission regular meeting held on January 8, 2026 have been prepared and are attached to this report for your review. The minutes capture the actions taken during the meeting. The minutes must be approved to ensure an accurate record of the proceedings.

RECOMMENDATION:

It is recommended that the Public Safety Commission approve the minutes as presented for the January 8, 2026 Public Safety Commission regular meeting.

Attachments

[PSC Minutes 1.8.26.pdf](#)

**** The following document is a draft of the minutes and the not the official approved minutes ****

Minutes for the Public Safety Commission Regular Meeting

18747 Clarkdale Avenue, Artesia, CA 90701

January 8, 2026, 6:01 PM - January 8, 2026, 6:34 PM

Roll Call: *(The following members were in attendance)*

- **Lou Trerotola**, Public Safety Commissioner
- **Pat Pacheco**, Public Safety Commissioner
- **Frank Nunes**, Public Safety Commissioner
- **Natalie Garcia**, Public Safety Commissioner

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENTS

5. OLD BUSINESS

5.A. Minutes from the October 23, 2025 Special Meeting

There was no staff presentation or discussion from the Commission.

To Approve. The motion was moved by Lou Trerotola and seconded by Pat Pacheco. The vote passing with 4-0-0-0-1. Absent was Aracelly Rodriguez

6. NEW BUSINESS

6.A. Los Angeles County Sheriff's Department Public Safety Updates

Sergeant Ramos provided a PowerPoint presentation on recent Public Safety updates and initiatives.

Receive and File. The motion was moved by Natalie Garcia and seconded by Pat Pacheco. The vote passing with 4-0-0-0-1. Absent was Aracelly Rodriguez

7. STAFF UPDATES

7.A. Southwest Patrol Activities Update

Management Analyst Flores presented a report on Southwest Patrol activities covering the period from October 2025 - January 2026.

Receive and File. The motion was moved by Lou Trerotola and seconded by Pat Pacheco. The vote passing with 4-0-0-0-1. Absent was Aracelly Rodriguez

7.B. Community Partnership Program for License Plate Reader Cameras

Management Analyst Flores presented a report on a potential Community Partnership Program for License Plate Reader Cameras offered by both Flock Safety and Vigilant/Motorola. The Commission expressed interest in pursuing a partnership program with Vigilant/Motorola.

To Approve. The motion was moved by Pat Pacheco and seconded by Lou Trerotola. The vote passing with 4-0-0-0-1. Absent was Aracelly Rodriguez

8. COMMISSIONER COMMENTS

There were no Commissioner comments or discussion.

9. ADJOURNMENT



PUBLIC SAFETY COMMISSION AGENDA REPORT

MEETING DATE: March 19, 2026

ITEM NO: 6A.

TO: Public Safety Commission

SUBJECT: City Paid Parking Program

FROM: Paul Bollier, Community Development Director

REVIEWED AND APPROVED BY:

Melissa Burke, Deputy City Manager

Mario Flores, Management Analyst

RECOMMENDATION:

Staff recommends that the Public Safety Commission provide a recommendation to City Council for consideration and approval for a Mobile Pay application and Residential Parking Permit Program and consider an adjustment to the rate schedule.

BACKGROUND:

In December 2012, the City executed a contract with Cale America dba Flowbird for the purchase of fourteen (14) parking meters. These machines were placed throughout the designated parking areas in the City managing approximately 175 spaces that include one (1) City owned parking lot and surrounding areas to also include parking in the Artesia downtown business area. The parking user would enter the vehicle license plate, determine the length of time of stay, purchase and print out the parking receipt to then be placed in a visible location within the vehicle.

Originally, the rates were established at \$1.50 per hour for street parking and \$1.00 per hour for the City parking lot. Around 2020, the City Council voted to permit the first hour free in the downtown area. In order to provide the first hour free, parking users had to register and pay \$0.25 for 15 minutes to log their start time. Due to merchant service fees and gateway service fees, this action resulted the City losing approximately \$0.10 on every payment for the first hour free. The payment options available were coin, currency and credit card payment. The days and hours for this program are Monday thru Sunday from 11:00AM to 8:00 PM.

Parking Enforcement would patrol and issue citations for violations in the meter paid parking areas and also patrol neighborhoods in the Residential Parking Permit Program areas. In these areas, the City issues up to five (5) free annual residential parking permits for vehicles registered at each address and three (3) free annual visitor parking permits.

ANALYSIS:

Data analyzed below over the past three calendar years identified the following Parking Enforcement actions taken toward issuing citations for parking permit violations and parking permit violations. In addition, the revenue collected from the parking meters during those periods is also identified.

YEAR	VIOLATION	AMC	QUANTITY	AMOUNT
2023	Permit Parking Violation	4-4.603	371	\$ 11,920.00
	Paid Parking Violation	4-4.713	412	\$ 16,120.00
	Parking Meter Revenue Collected			\$ 56,463.31
		TOTAL		\$ 84,503.31
2024	Permit Parking Violation	4-4.603	145	\$ 5,080.00
	Paid Parking Violation	4-4.713	227	\$ 8,960.00
	Parking Meter Revenue Collected			\$ 54,748.17
		TOTAL		\$ 68,788.17
2025	Permit Parking Violation	4-4.603	181	\$ 5,960.00
	Paid Parking Violation	4-4.713	268	\$ 10,280.00
	Parking Meter Revenue Collected			\$ 23,512.41
		TOTAL		\$ 39,752.41

Over the three year period from 2023 to 2025 the parking meters began to malfunction often; during those periods Parking Enforcement reduced patrol in those areas. Approximately September 2025, the City discontinued the paid parking meter program and parking enforcement in those designated areas because too many meters were not working and the vendor shared most machine internal mechanics were past their usable life and could not be repaired. The Residential Parking Permit Program has continued and since then the City has been reviewing other options related to removing the 14 parking meters and implementing a Mobile Pay parking application.

In September 2024, Senate Bill 532 passed prohibiting city agencies to require payment for parking by Mobile Pay only. SB 532 requires agencies to also provide on site parking machine and payment options. The City is researching opportunities to purchase or lease three paid parking meters to meet the requirements of SB 532.

The City currently manages Code Enforcement and Parking Enforcement citation processing through the third party vendor Data Ticket. The City is currently implementing new software with OpenGov to to manage Planning, Building, Public Works Encroachment Permits and Code Enforcement by 2nd quarter 2026. OpenGov will have the ability to issue and manage Code Enforcement citations and penalties, removing the need to continue to pay annual fees for the the third party vendor Data Ticket platform. Knowing this, the city has researched Mobile Pay software platforms that will manage Parking Enforcement needs for the city.

The City interviewed four companies for mobile based parking applications; Passport Labs, T2 Parking, Park Mobile and Just Park/Park Hub that focused on services related to parking user interface, pricing adaptability to City software platforms and enforcement services. Of the four companies interviewed, Passport Labs was the only one which offered a mobile application along with a website for mobile pay, citation management software for parking citations, and the ability to customize a residential parking permit program. The software also has the ability to be downloaded on to handheld ticketing machines/printers. Passports software would also allow multiple vehicle license plates to be scanned at one time, versus individual entries, making the enforcement of the parking program more efficient for officers.

With the Metro line expanding into Artesia, Metro is proposing the construction of a five story parking garage with 380 stalls to be located at 187th and Pioneer Blvd. At this time, it is estimated Metro will charge \$3.00 to \$4.00 per day. In order to provide ample parking for shoppers and provide better revenue streams to the business owners in the in the downtown area located on Pioneer Blvd. from 188th Street to 183rd Street, City staff recommends applying parking fees through the Mobile Pay application that exceed Metro fees to eliminate Metro users from choosing to park on the street in the paid parking areas or in the City's parking lot at a reduced cost.

The City reviewed fees charged in other cities for both On-Street and Off-Street parking and found they ranged from \$2.00-\$5.00 per hour. The Passport Mobile Pay application generates Merchant Service Fees and a Gateway Service Fee applied to each transaction made by parking user; these fees are then passed onto the City for payment. City staff recommends an adjustment to current parking fees to better control parking on streets and in the City's parking lot, and to off-set costs to operate the program.

Suggested Adjustment:

- **On-Street:** No free hour and \$1.75 per hour to off-set Merchant Fees and Gateway Fee the City pays for each transaction made by the parking user.
- **Off-Street:** No free hour and \$2.00 per hour to off-set Merchant Fees and Gateway Fee the City pays for each transaction made by the parking user.
- **Residential Permit Parking:** \$7.00 per pass to off-set staff overhead and associated fees charged to the City by Passport (consisting of Service & License Fee \$3.00 + Merchant Fees of 2.5% + \$0.25) + Gateway Fee (\$0.05) for each transaction made by the parking user which is passed onto the City to pay. The number of parking permits and visitors passes issued per household appears to be more than other cities provide. Staff recommends considering reducing the number of parking permits and visitor passes issued to provide ample parking for residents in the Residential Parking Permit areas.

Residential Permits:

In 2025, there were a total of 477 parking permits issued and 865 visitor passes issued that are associated to 342 addresses in the Residential Parking Permit areas. During this period, a total of two households were issued five parking permits and three visitor passes each. A total of four households were issued four permits with three of four being issued three visitor passes each. All other addresses within the Residential Parking Permit area were issued less than four parking permits, each issued three visitor passes.

Processing Fees:

- On-Street and Off-Street parking Merchant Fees (2.5% applied to total amount/hours + \$0.25) + Gateway fee (\$0.05) per transaction to be paid by the City. An additional Mobile Pay Convenience fee of \$0.25 will be charged to the parking user by Passport at time of purchase.
- Residential Permit Parking has a Service and License Fee (\$3.00 + Merchant Fees of 2.5% + \$0.25) + Gateway Fee (\$0.05) per transaction to be paid by the City. Staff recommends the \$3.00 Service and License Fee fee to be passed onto the user and City pay the Merchant Fees and Gateway Fee.

FINANCIAL IMPACT:

The fiscal impact under this five year Professional Service Agreement (PSA) will consist of product/services costs for Enforcement and Citation Management Annual Software Licensing Fee in the amount of \$4,000 and Digital Permits Software Annual License Fee in the amount of \$4,000 for a combined total of \$8,000; under this PSA, there will be a five percent fiscal increase by Passport for the combined license fees.

ATTACHMENTS:

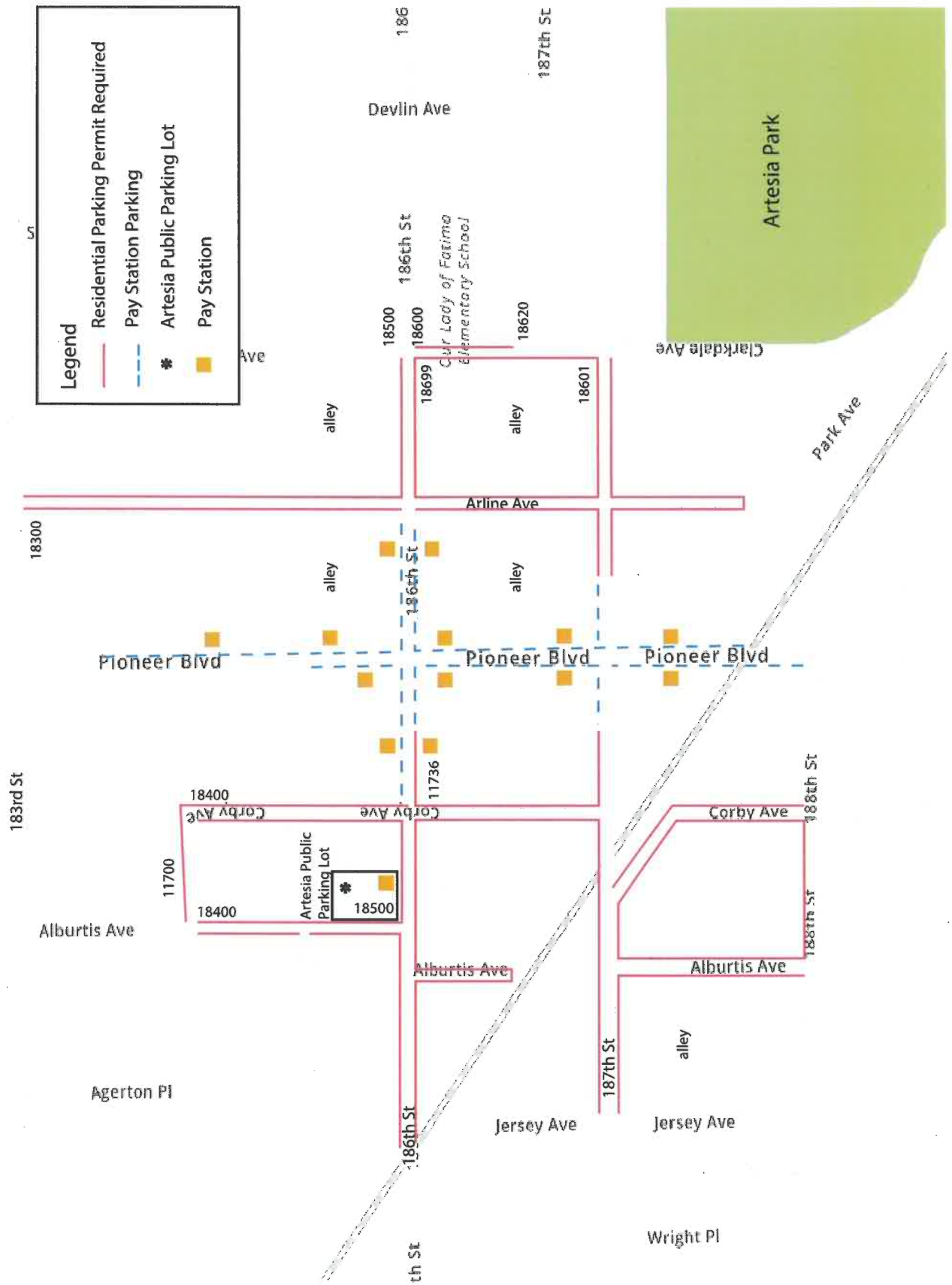
Parking Map
Financial Schedule

Attachments

[Artesia Parking Map.pdf](#)

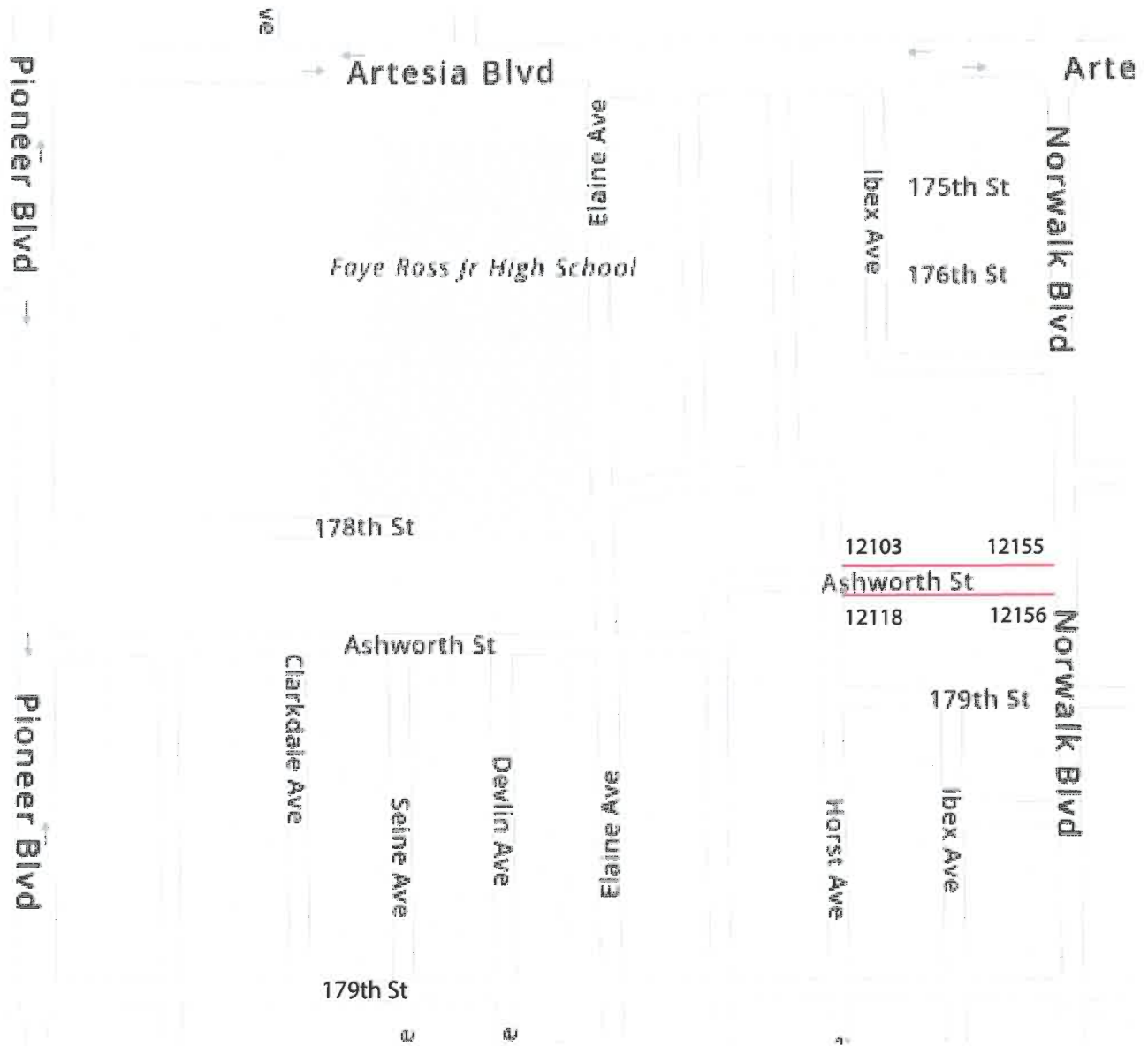
[Financial Schedule.pdf](#)

City of Artesia - Downtown Parking Permit Program



City of Artesia - Residential Parking Permit Program

A parking permit is needed to park on the street on Ashworth St. between Horst Ave. and Norwalk Blvd. Eligible addresses for this parking permit zone on Ashworth St. for addresses between 12103 - 12156. 17804 Horst Ave. is also eligible for a parking permit.

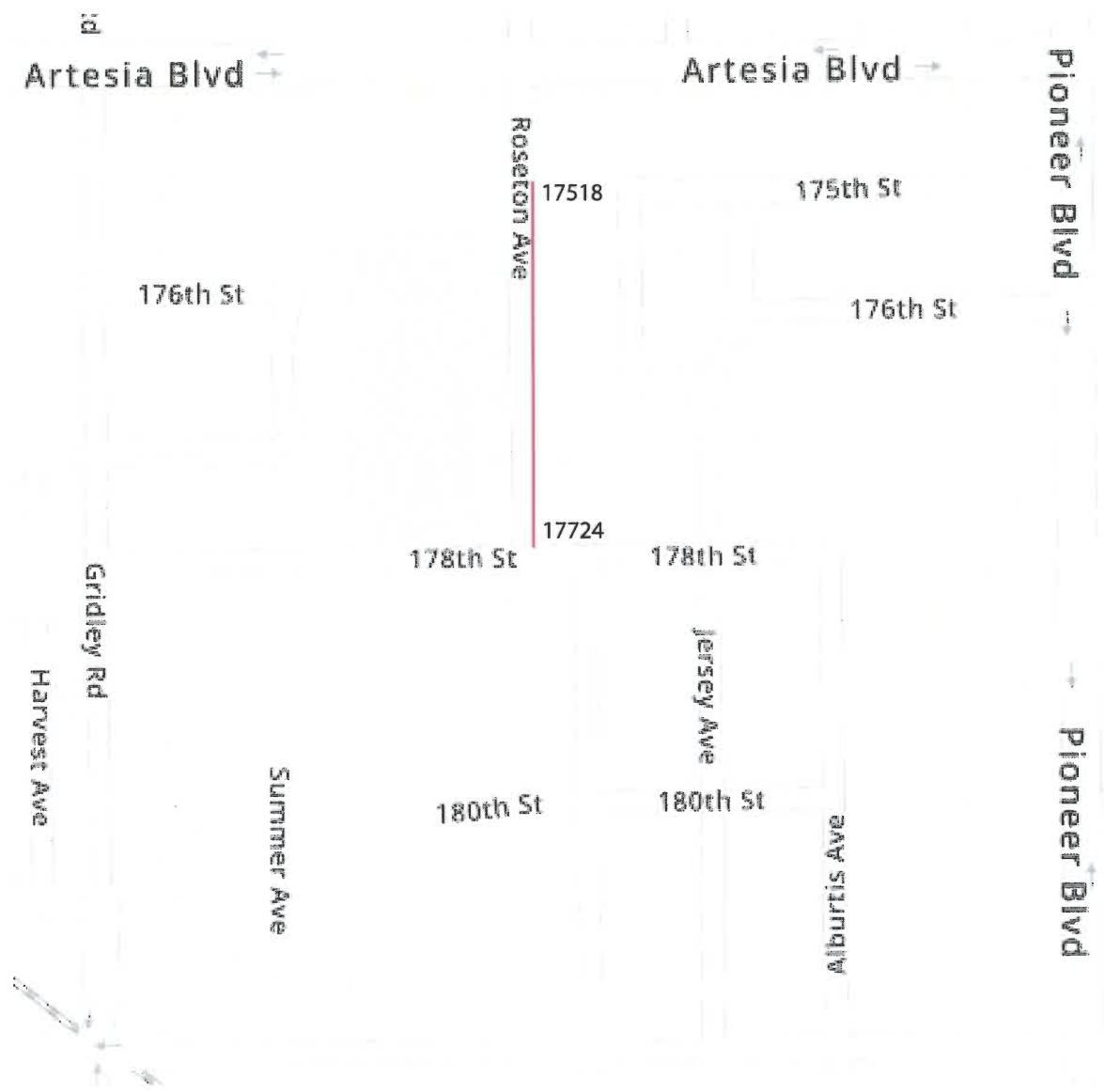


Legend

— Residential Parking Permit Required

City of Artesia - Residential Parking Permit Program

A parking permit is needed to park on the street from 17518-17724 Roseton Ave.



Legend
— Residential Parking Permit Required

	PRODUCT AND SERVICES	COST	NOTES
YEAR 1	CMP Annual Software Licensing Fee	WAIVED	Passport providing two (2) Zebra Handheld Packages Includes Printer (\$4,000) No Cost to City
	DPP Annual Software Licensing Fee	\$ 4,000	
	ANNUAL TOTAL	\$4,000	
YEAR 2	CMP Annual Software Licensing Fee	\$ 4,000	
	DPP Annual Software Licensing Fee	\$ 4,000	
	ANNUAL TOTAL	\$ 8,000	
YEAR 3	CMP Annual Software Licensing Fee	\$ 4,000	
	DPP Annual Software Licensing Fee	\$ 4,000	
	ANNUAL TOTAL	\$ 8,000	
YEAR 4	CMP Annual Software Licensing Fee	\$ 4,000	
	DPP Annual Software Licensing Fee	\$ 4,000	
	ANNUAL TOTAL	\$ 8,000	
YEAR 5	CMP Annual Software Licensing Fee	\$ 4,000	
	DPP Annual Software Licensing Fee	\$ 4,000	
	ANNUAL TOTAL	\$ 8,000	