Rene Trevino, Mayor
Melissa Ramoso, Mayor Pro Tem
Monica Manalo, Councilmember
Zeel Ahir, Councilmember
Ali Sajjad Taj, Councilmember

City Council Chambers
18747 Clarkdale Avenue
Artesia, CA 90701

Joint Artesia City Council
Regular Meeting Agenda and
Special Artesia Housing Authority Meeting
Monday, August 10, 2026 - 7:00 PM

The meeting can be viewed online at : **https://ca-artesia2.civicplus.com/241/City-Council-Meetings-Video**

Pursuant to provisions of the **Brown Act**, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future City Council meeting.

Public Comment: The City of Artesia encourages community participation at its public meetings. Speakers are limited to three minutes, and time may not be shared or transferred. At regular meetings, comments may address both agenda and non-agenda items during the Public Comment portion, with additional opportunities to speak provided during Public Hearings. At special meetings, public comment is limited to agenda items.

The public can participate in the following ways:
In Person: Sign up to speak at the digital kiosk located at the entrance of the Council Chamber.
Virtual: Using the meeting Zoom link: https://us02web.zoom.us/s/86778538922?pwd=xdRWo9A9UEEz6x4uZhLxiv0ahKSwry.1 | Passcode: 639919
Raise hand to request to speak. Video capabilities are not functional.
Call-In: Meeting call-in telephone number: 669-444 -9171 | Meeting ID: 867 7853 8922 | Passcode: 639919
** 9 to request to speak | *6 to mute/unmute*
Written Comments: May be submitted via email at publiccomments@cityofartesia.us before 12:00 p.m. on the date of the meeting. These emails will be provided to City Council and made available for public review.

Americans with Disabilities Act: In compliance with the ADA, if you need special assistance to participate in a City meeting or other services offered by this City, please contact the City Clerk's department, (562) 865-6262. Assisted listening devices are available at this meeting. Ask the City Clerk if you desire to use this device. Upon request, the agenda and documents in the agenda packet can be made available in appropriate alternative formats to persons with a disability. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Levine Act Notice: The City Council is required to comply with the **Levine Act** (Government Code § 84308) to prevent public officials from being influenced by campaign contributions from parties and other financially interested persons appearing before them and to prevent officials from using their position of authority to unduly influence applicants to make contributions to campaigns. The Levine Act only applies to certain matters, including permits, licenses, some contracts, and other entitlements for use, while these matters are pending and for 12 months after a decision has been made. Council members who need to recuse themselves from an agenda item may provide notice at any time during the Council meeting before consideration of the item.

1. CALL TO ORDER

1.A. Call to Order

2. ROLL CALL

2.A. Roll Call

3. INVOCATION

3.A. Invocation

4. PLEDGE OF ALLEGIANCE

4.A. Pledge of Allegiance

5. PUBLIC COMMENTS

All public comments are heard at this time for both agenda and non-agenda items, with additional opportunities to speak provided during Public Hearings.

5.A. Public Comments

6. COUNCILMEMBER COMMENTS

6.A. Councilmember Comments

7. CEREMONIAL PRESENTATIONS

7.A. National Night Out Proclamation

7.B. Women's Equality Day Proclamation

7.C. Presentation of Portraits to the 2026 Artesia Court

7.D. Administrative Services Department Recognition

7.E. Staff Introductions

8. BUSINESS PRESENTATIONS - NONE

9. CONSENT CALENDAR

It is recommended that Items (9A) through (9M) 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, the City Council will consider that item immediately following approval of the rest of the Consent Calendar.

9.A. 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.

9.B. City Financial Report - June 2026

— Recommendation: Receive and File.

9.C. Accounts Payable Check Register - July 2026

— Recommendation: Receive and File.

9.D. AB 1234 Reporting

— Recommendation: Receive and File.

9.E. Second Reading and Consideration of Ordinances Regarding Design Review Process Amendments, R-1 Zone Modernization, Reasonable Accommodation Standards and Code Clean-Up

— Recommendation: Adopt Ordinance No. 26-989, Amending Various Sections of Title 9 (Planning and Zoning) of the Artesia Municipal Code Relating To Streamlined Design Review Procedures, Fair Housing Consistency Revisions, Definitions Cleanup, R-1 Zone Modernization, and General Code Cleanup Amendments; And Determining That the Ordinance Is Exempt From the California Environmental Quality Act;

— Adopt Ordinance No. 26-990, Amending Title 1 (General Provisions) of the Artesia Municipal Code To Add Chapter 8 Thereto and Establish Reasonable Accommodation Procedures Consistent With State and Federal Fair Housing Laws and Finding the Action Exempt From CEQA;

— Find Ordinance No. 26-989 Exempt From CEQA Pursuant to Public Resources Code Section 21080.085; And

— Find Ordinance No. 26-990 Exempt From CEQA Pursuant to CEQA Guidelines Section 15060(C)(2) and15060(C)(3).

9.F. Second Reading and Adoption of an Ordinance Approving a Site-Specific Zoning Map Amendment Affecting Three Parcels Located at 11818–11828 183rd Street and 18305–18327 Arline Avenue to Facilitate a 22-Unit Residential Development, and Approval of Design Review

— Recommendation: Adopt Ordinance No. 26-988, Amending Title 1 (General Provisions) of the Artesia Municipal Code To Add Chapter 8 Thereto and Establish Reasonable Accommodation Procedures Consistent With State and Federal Fair Housing Laws and Finding the Action Exempt From CEQA approving a Site-Specific Amendment to the Mixed-Use Overlay Zone (Mu-O) to Establish a Residential Density of 24 Dwelling Units per Acre for Property Located Within the Artesia Downtown Specific Plan and Identified as Assessor Parcel Numbers 7040-017-001, 7040-017-002, and 7040-017-008 by Adding Section 9-2.4807(c)(7) to Article 48 (Mixed-Use Overlay Zone) of Chapter 2 (Zoning) of Title 9 of the Artesia Municipal Code and Determining That the Ordinance Is Exempt From Further Environmental Review Pursuant to CEQA Guidelines Sections 15183 and 15332.

9.G. Consideration of Award of Professional Services Agreement to CSG Consulting

— Recommendation: Approve and Authorize the City Manager To Execute on the Council's Behalf, a Professional Service Agreement for Part-Time Code Enforcement Services to CSG Consulting in an Amount Not To Exceed $75,000 From July 1, 2026 Through June 30, 2027.

9.H. Consideration of Award of a Public Works Contract Between the City of Artesia and KASA Construction in the Amount of $409,642 for Site Development at 11908, 11910, 11928, & 11936 169th Street for the AJ Padelford Park Expansion and Making a Determination of Exemption Under CEQA, Pursuant To State CEQA Guidelines

9.I. Housing Authority Resolution Declaring Surplus Land

— Recommendation: The Commission of the Housing Authority Approve the Resolution No. HA 26-06, a Resolution of the Housing Authority of the City of Artesia, California, Declaring Certain Property Located at 11814, 11815, 11817, 11820, 11825 168th Street and 16712 Pioneer Boulevard in the City of Artesia, Assessors Parcel Number's (APN's) 7011-004-902, 7011-004-903, 7011-004-076, 7011-005-900, 7011-005-901, 7011-005-902 and 7011-005-903 (The Properties) Surplus Land Pursuant to the Surplus Land Act (Government Code Sections 54220 Et. Seq.)

9.J. Approval to Enter the Statewide Property Assessed Clean Energy (PACE) Program

— Recommendation: Adopt Resolution No. 26-3110, Consenting to the Inclusion of Properties Within the Territory of the City in the California Statewide Communities Development Authority (CSCDA) Open Pace Programs; And

— Authorize the City Manager, or His Designee, To Execute All Documents Necessary To Carry Out the Intent of Resolution No. 26-3110.

9.K. Consideration of Award of Professional Services Agreement With Communications LAB

— Recommendation: Approve, and Authorize the City Manager To Execute on Its Behalf, a Professional Services Agreement (PSA) With Communications Lab To Create a Citywide Strategic Communications Plan at a Cost Not To Exceed $49,350.00.

9.L. Resolution Regarding the Approval of Plans, Specifications and Estimates for the Highway Safety Improvement Program and Traffic Calming Street Improvement Project; And To Award a Construction Contact to Onyx Paving Company, Inc. In the Amount of $957,500 To Implement the Project

— Recommendation: Adopt Resolution No. 26-3109, a Resolution of the City Council of the City of Artesia Awarding a Construction Contract to Onyx Paving Company, Inc. For the Highway Safety Improvement Program and Traffic Calming Street Improvement Project in an Amount Not To Exceed $957,500, Authorizing the City Manager To Execute the Contract and Certain Non-Monetary Amendments, and Delegating Discretionary Authority to the City Engineer To Approve the Project Design, Plans, Specifications, and Estimates Pursuant to Government Code Section 830.6, and Finding the Project Categorically Exempt From CEQA; And

— Find That This Resolution is Exempt from CEQA Pursuant to Section 15301 of the CEQA Guidelines.

9.M. Appointment of Planning Commissioner

— Recommendation: Receive and File.

10. PUBLIC HEARING

10.A. Recommendation: Consideration To Approve an Off-Cycle Community Development Block Grant Project Utilizing Available Revolving Grant Fund Balance

— Recommendation: Conduct a Public Hearing and Receive Public Testimony;

— Approve the Use of Approximately $214,854 in Available Community Development Block Grant (CDBG) Revolving Grant Fund Monies To Implement the Proposed Off-Cycle CDBG Sidewalk Improvement Project;

— Authorize the City Manager, or Designee, To Execute All Necessary Agreements and Related Documents; And

— Authorize the City Manager To Make Administrative Adjustments as Necessary To Comply With Los Angeles County Development Authority (LACDA) Program Requirements and Federal Community Development Block Grant Regulations.

11. DISCUSSION

11.A. Informational Business License Report

— Recommendation: Receive and File.

11.B. Banquet Hall Discussion

— Recommendation: Receive and File and Discuss Initial Thoughts on Whether To Amend the Artesia Municipal Code To Expand the Allowed Types of Banquet Facilities.

11.C. Artesia Botanical Garden Project Update

— Recommendation: Received and File.

12. RECESS TO CLOSED SESSION

12.A. Conference with Legal Counsel - Anticipated Litigation

— Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2)

— Number of potential cases: 2

13. RECONVENE IN OPEN SESSION

14. CLOSED SESSION ANNOUNCEMENT

15. CITY MANAGER INFORMATIONAL REPORTING

15.A. City Manager Informational Reporting

16. COUNCILMEMBER COMMENTS

16.A. Councilmember Comments

17. ADJOURNMENT

17.A. Adjournment

Date Posted: August 6, 2026

CITY COUNCIL AGENDA REPORT

MEETING DATE: August 10, 2026 **ITEM NO: 9A.**

TO: Mayor and Members of the City Council

SUBJECT: Waive Reading of All Ordinance and Resolutions Adoptions on the Agenda and Read by Title Only

FROM: Jennifer Alderete, City Clerk

REVIEWED AND APPROVED BY:
Abel Avalos, City Manager

RECOMMENDATION:
It is recommended that the City Council 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.

BACKGROUND:
California Government Code 36934 allows the legislative body to waive the requirement to read ordinances and titles by the action.

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

CITY COUNCIL AGENDA REPORT

MEETING DATE: August 10, 2026 **ITEM NO: 9B.**

TO: Mayor and Members of the City Council

SUBJECT: City Financial Report - June 2026

FROM: Jamie Murguia, Finance Director

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 June 30, 2026. Reports are reconciled for cash on hand (bank) to cash recorded in the general ledger through the period ending June 30, 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

062026 Treasurer Report.pdf

City of Artesia
Treasurer's Report
06/30/26

	MONEY MARKET ACCOUNT	CHECKING ACCOUNT	LOCAL AGENCY INVESTMENT ACCOUNT
Beginning Balance - 6/1/2026	51,658.19	(540,267.46)	6,287,504.79
State/County/Misc Monthly Wires	825,070.22	-	-
Deposits	742,561.74	-	-
Civic Plus Credit deposits	-	12,112.00	-
Stripe Deposits	-	121,520.82	-
PayGov Credit Deposits	-	2,801.00	-
Transfer from Money Market	-	1,455,000.00	-
Transfer from LAIF Account	-	1,040,000.00	-
Transfer from Investments	-	-	-
Interest Income	3.48	-	-
Transfer to Checking Account	(1,455,000.00)	-	(1,040,000.00)
Transfer to LAIF Account	-	-	-
Disbursements	-	(945,575.60)	-
PERS Retirement	-	(53,784.98)	-
Payroll	-	(260,476.46)	-
Payroll Tax Wire (IRS)	-	(64,217.82)	-
Bank Fees/Paid Parking Fees	(1,605.26)	-	-
Ending Balance - 6/30/2026	**162,688.37**	**767,111.50**	**5,247,504.79**

	CAMP ACCOUNT	CLASS ACCOUNT	ACADEMY AM
Beginning Balance - 6/1/2026	8,848,556.37	7,743,428.93	6,164,280.23
Transfer from Checking Account	-	-	-
Deposits	27,401.04	23,543.13	78,606.38
Transfer Out/Disbursements	-	-	(61,087.74)
Ending Balance - 6/30/2026	**8,875,957.41**	**7,766,972.06**	**6,181,798.87**

	CAFETERIA ACCOUNT	CDBG FIX-UP PROGRAM	PETTY CASH
Beginning Balance - 6/1/2026	1,324.56	1,716.19	500.00
Ending Balance - 6/30/2026	**1,324.56**	**1,716.19**	**500.00**

	REVOLVING ACCOUNT	TOTAL ALL ACCOUNTS
Beginning Balance - 6/1/2026	1,362.14	28,560,063.94
Deposits	-	4,328,619.81
Disbursements	-	(3,881,747.86)
Ending Balance - 6/30/2026	**1,362.14**	**29,006,935.89**

City of Artesia
Comparison of Cash Balances to Fund Balance
06/30/26

	GENERAL FUND (100)	SUMMER LUNCH PROGRAM (150)
Cash Balance	18,836,242.97	5,401.42
Receivables	964,485.52	-
Prepaid Expenses	101,392.96	-
Investment Appreciation	(20,648.28)	-
Liabilities & Deposits	(2,007,437.20)	-
FUND BALANCE	**17,874,035.97**	**5,401.42**

SPECIAL REVENUE FUNDS

	ARTESIA HOUSING AUTHORITY (200)	AJ PARK EXPANSION (205)	BICYCLE / PEDESTRIAN FUND (210)
Cash Balance	51,156.24	(198,013.03)	11,407.27
Receivables		-	-
Liabilities	(61,895.00)	(1,100.00)	-
FUND BALANCE	**(10,738.76)**	**(199,113.03)**	**11,407.27**

	PUBLIC EDUCATION IN GOVERNMENT (215)	BILLBOARD FUND (220)	CNRA SPECIFIED GRANT (225)
Cash Balance	(27,507.39)	598,017.26	(508,354.30)
Receivables	-	2,238,681.62	-
Liabilities	-	(2,115,486.87)	-
FUND BALANCE	**(27,507.39)**	**721,212.01**	**(508,354.30)**

	HOUSING URBAN DEVELOPMENT (227)	CALIFORNIA BEVERAGE RECYCLING (230)	YOUTH ACTIVITIES LEAGUE (235)
Cash Balance	(18,313.33)	5,886.34	(133,178.53)
Receivables	-	-	-
Liabilities	(2,500.00)	-	-
FUND BALANCE	**(20,813.33)**	**5,886.34**	**(133,178.53)**

City of Artesia
Comparison of Cash Balances to Fund Balance
06/30/26

SPECIAL REVENUE FUNDS (continued)

	CITIZEN OPTION FOR PUBLIC SAFETY (240)	ARTESIA PARKING AUTHORITY (245)	CLEAN AIR FUEL BUS GRANT (250)
Cash Balance	428,706.23	296,811.60	(10,547.50)
Receivables	-	-	-
Liabilities	-	-	-
FUND BALANCE	**428,706.23**	**296,811.60**	**(10,547.50)**

	COMMUNITY FACILITY DISTRICT (260)	COMMUNITY DEVELOPMENT BLOCK GRANT (270)	CALIFORNIA STREET GRANTS (280)
Cash Balance	117,849.39	(26,329.65)	563,853.50
Receivables	-	-	-
Liabilities	-	-	-
FUND BALANCE	**117,849.39**	**(26,329.65)**	**563,853.50**

	FEDERAL STPL (290)	TRANSPORTN PLANNING GRANT (295)	MAP 21 EXCHANGE (310)
Cash Balance	74,369.65	(90,441.21)	205,371.86
Receivables	-	-	-
Liabilities	-	-	-
FUND BALANCE	**74,369.65**	**(90,441.21)**	**205,371.86**

	MEASURE M (320)	MEASURE R (330)	TOD PLANNING GRANT (340)
Cash Balance	1,602,105.88	707,689.28	(12,948.59)
Receivables		-	-
Liabilities	-	-	-
FUND BALANCE	**1,602,105.88**	**707,689.28**	**(12,948.59)**

City of Artesia
Comparison of Cash Balances to Fund Balance
06/30/26

SPECIAL REVENUE FUNDS (continued)

	COUNTY PARK IMPROVEMENT (350)	PROPOSITION A FUND (360)	PROPOSITION C FUND (370)
Cash Balance	889,007.29	264,582.17	717,816.28
Receivables	60,200.09	2,773.00	-
Liabilities	-	-	-
FUND BALANCE	**949,207.38**	**267,355.17**	**717,816.28**

	SB1 RMRA (375)	SB 1383 GIVEAWAY (377)	SOUTH COAST AIR QUALITY MGMT DIST (390)
Cash Balance	1,552,402.50	39,734.13	30,328.02
Receivables	-	-	-
Liabilities	-	-	-
FUND BALANCE	**1,552,402.50**	**39,734.13**	**30,328.02**

	SAFE ROUTE TO SCHOOL (400)	SHERIFF FORFEITURES & SEIZURES (410)	STATE GAS TAX (420)
Cash Balance	(0.32)	447.20	(144,797.70)
Receivables	-	-	10,420.64
Liabilities	-	-	-
FUND BALANCE	**(0.32)**	**447.20**	**(134,377.06)**

	HOME STAY PROGRAM (430)	STREET LIGHTING MAINTENANCE FUND (440)	TRAFFIC CONGESTION RELIEF (450)
Cash Balance	3,616.44	24,905.96	23,339.88
Receivables	-	-	-
Liabilities	-	-	-
FUND BALANCE	**3,616.44**	**24,905.96**	**23,339.88**

City of Artesia
Comparison of Cash Balances to Fund Balance
06/30/26

SPECIAL REVENUE FUNDS (continued)

	CAL FIRE URBAN GRANT (460)	DEVELOPMENT IMPACT FEES (470)	MEASURE W (480)
Cash Balance	(90,876.69)	2,121,425.93	746,898.24
Receivables	-	-	-
Liabilities	-	-	-
FUND BALANCE	**(90,876.69)**	**2,121,425.93**	**746,898.24**

	RECYCLED OIL (490)
Cash Balance	5,335.94
Receivables	-
Liabilities	-
FUND BALANCE	**5,335.94**

CAPITAL PROJECTS FUNDS

	SPECIAL / CAPITAL PROJECT FUND (500)	PIONEER BOND PROJECT (510)	HISTORICAL DISTRICT BOND PROJECT (520)
Cash Balance	(184,610.90)	315,071.10	583,558.09
Receivables	16,084.06	-	-
Liabilities	-	-	-
FUND BALANCE	**(168,526.84)**	**315,071.10**	**583,558.09**

City of Artesia
Comparison of Cash Balances to Fund Balance
06/30/26

AGENCY FUNDS

	TRUST AND AGENCY (710)	SENIOR CITIZENS (720)	GEORGE NELSON MEMORIAL FUND (740)
Cash Balance	(72,071.43)	6,271.99	2,243.57
Receivables	-	-	-
Liabilities	72,071.43	(6,271.99)	(2,243.57)
FUND BALANCE	**-**	**-**	**-**

TOTAL ALL FUNDS

Cash Balance	29,313,863.05
Receivables	3,292,644.93
Fixed Assets, net	-
Prepaid Expenses	101,392.96
Investment Appreciation	(20,648.28)
Liabilities	(4,124,863.20)
FUND BALANCE	**28,562,389.46**

SUCCESSOR AGENCY FUNDS

	SUCCESSOR AGENCY ADMIN PROJECTS (800)	SUCCESSOR AGENCY TAX INCREMENT (810)	REDEVELPMT OBLIGATION RETIREMENT FUND (820)
Cash Balance	-	(1,665,217.33)	1,358,290.17
Cash with Fiscal Agent	-	701,725.04	-
Liabilities	-	(43,156.73)	(257,917.00)
Bonds Payable	-	(11,429,504.00)	-
FUND BALANCE	**-**	**(12,436,153.02)**	**1,100,373.17**

TOTAL SUCCESSOR FUNDS

Cash Balance	(306,927.16)
Cash with Fiscal Agent	701,725.04
Liabilities	(301,073.73)
Bonds Payable	(11,429,504.00)
FUND BALANCE	**(11,335,779.85)**

Schedule of Investments
City of Artesia
June 30, 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 Fd Cl Y	31846V203	Various	Demand	N/A	3.250%	$69,834.73	69,834.73	69,834.73	2,269.63	0.011
					Subtotal	$69,834.73	69,834.73	69,834.73	2,269.63	0.011
Government Securities:										
ANALOG DEVICES INC	032654BE4	6/12/2026	6/15/2030	4.500%	**4.510%**	223,836.75	225,000.00	224,451.00	10,125.00	0.036
Arkansas Electric Cooperative Corporation	04085NH51	6/18/2026	8/5/2026	1.500%	**3.930%**	248,713.33	250,000.00	249,082.50	3,750.00	0.040
BofA Securities, Inc.	06054PNN2	6/18/2026	1/22/2027	1.250%	**3.970%**	536,954.78	550,000.00	537,097.00	6,875.00	0.089
BANK OF NEW YORK MELLON CORP	06406RCG0	6/12/2026	1/22/2030	4.026%	**4.080%**	221,699.25	225,000.00	221,865.75	9,058.50	0.036
Charles Schwab & Co., Inc.	15987HJ16	6/8/2026	9/1/2026	4.000%	**3.940%**	297,265.83	300,000.00	298,002.00	12,000.00	0.048
JOHN DEERE CAPITAL CORP	24422EVL0	6/12/2026	1/15/2031	1.450%	**1.660%**	217,549.59	250,000.00	218,242.50	3,625.00	0.040
HOME DEPOT INC	437076BY7	6/26/2026	6/15/2029	2.950%	**3.070%**	240,275.00	250,000.00	240,072.50	7,375.00	0.040
HALST 2025-A A3	44935WAD9	6/8/2026	1/18/2028	4.830%	**4.820%**	271,033.59	270,000.00	270,777.60	13,041.00	0.043
JPMORGAN CHASE & CO	46647PAV8	6/26/2026	7/23/2029	4.203%	**4.240%**	248,125.00	250,000.00	247,860.00	10,507.50	0.040
MBALT 2025-A A3	58768YAD7	6/8/2026	4/16/2029	4.610%	**4.600%**	301,007.81	300,000.00	300,939.00	13,830.00	0.048
The Nature Conservancy	63902WJ98	6/26/2026	9/9/2026	1.000%	**3.940%**	242,037.83	244,000.00	242,165.12	2,440.00	0.039

CITY COUNCIL AGENDA REPORT

MEETING DATE: August 10, 2026 **ITEM NO: 9C.**

TO: Mayor and Members of the City Council

SUBJECT: Accounts Payable Check Register - July 2026

FROM: Jamie Murguia, Finance Director

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 July 1, 2026 through July 31, 2026.

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

072026 Demand Check Register.pdf

City of Artesia
July 2026 Check Register

Date	Transaction # Description	Transaction Type	Post Date Due Date	Transaction Amount	Payment #	Payment Date	Amount Paid
ABC Unified School District							
06/30/2026	1081	Invoice	07/28/2026	$1,502.34	88289	07/28/2026	$1,502.34
	26/06 SFSP - Food Vendor		07/28/2026				
		Totals for ABC Unified School District:		$1,502.34			$1,502.34
ADP COMMERCIAL LEASING LLC							
07/16/2026	3005653	Invoice	07/16/2026	$104.17	41573	07/31/2026	$104.17
	Lease 007-0089611-001		07/16/2026				
		Totals for ADP COMMERCIAL LEASING LLC:		$104.17			$104.17
ADP, Inc.							
07/10/2026	07102026	Invoice	07/10/2026	$36,087.25	41544	07/15/2026	$36,087.25
	ADP PAYROLL TAX Payment for Pay date 07/10/2026,		07/10/2026				
07/17/2026	725712964	Invoice	07/17/2026	$20.00	41563	07/29/2026	$20.00
	AHH Processing Charges for PPE 07/03/26 Workforce		07/17/2026				
07/03/2026	724583309	Invoice	07/03/2026	$20.00	41563	07/29/2026	$20.00
	6GE Processing Charges for PPE 06/30/26 Workforce		07/03/2026				
07/03/2026	724572601	Invoice	07/03/2026	$20.00	41563	07/29/2026	$20.00
	AHH Processing Charges for PPE 06/19/26 Workforce		07/03/2026				
07/24/2026	07242026_6GE	Invoice	07/24/2026	$797.42	41563	07/29/2026	$797.42
	ADP PAYROLL TAX Payment for Pay date 07/24/2026,		07/24/2026				
07/24/2026	07242026	Invoice	07/24/2026	$33,365.98	41563	07/29/2026	$33,365.98
	ADP PAYROLL TAX Payment for Pay date 07/24/2026,		07/24/2026				
07/30/2026	726913594	Invoice	07/30/2026	$20.00	41576	07/31/2026	$20.00
	6GE Processing Charges for PPE 07/31/26 Workforce Now		07/30/2026				
07/30/2026	726910896	Invoice	07/30/2026	$20.00	41577	07/31/2026	$20.00
	AHH Processing Charges for PPE 07/17/26 Workforce		07/30/2026				
		Totals for ADP, Inc.:		$70,350.65			$70,350.65
AFSCME DISTRICT COUNCIL 36							
07/10/2026	07102026	Invoice	07/14/2026	$817.89	88230	07/14/2026	$817.89
	Union Dues, Payroll		07/14/2026				
07/28/2026	07242026	Invoice	07/28/2026	$822.70	88290	07/28/2026	$822.70
	Union Dues, Payroll		07/28/2026				
		Totals for AFSCME DISTRICT COUNCIL 36:		$1,640.59			$1,640.59
AFSCME PEOPLE							
07/28/2026	07242026	Invoice	07/28/2026	$8.34	88291	07/28/2026	$8.34
	Payroll 07.10.2026 and		07/28/2026				
		Totals for AFSCME PEOPLE:		$8.34			$8.34
AGILE OCCUPATIONAL MEDICINE							
07/06/2026	EM084612	Invoice	07/21/2026	$525.00	88262	07/21/2026	$525.00
	Physical - Pre Employment		07/21/2026				
		Totals for AGILE OCCUPATIONAL MEDICINE:		$525.00			$525.00
ALAN'S LAWN & GARDEN CENTER INC							
06/29/2026	141118	Invoice	07/07/2026	$132.60	88197	07/07/2026	$132.60
	E-Z Reach Grabbers		07/07/2026				

06/03/2026	137643	Invoice	07/28/2026	$2,152.43	88292	07/28/2026	$2,152.43
	Repair of Toro Mower		07/28/2026				
			Totals for ALAN'S LAWN & GARDEN CENTER INC:	$2,285.03			$2,285.03
ALL CITY MANAGEMENT SERVICES							
05/14/2026	106124	Invoice	07/21/2026	$13,720.00	88263	07/21/2026	$13,720.00
	4/26- 5/9/26 Crossing Guard		07/21/2026				
			Totals for ALL CITY MANAGEMENT SERVICES:	$13,720.00			$13,720.00
ALL STAR ELITE SPORTS							
07/13/2026	6136	Invoice	07/28/2026	$2,383.18	88293	07/28/2026	$2,383.18
	YOUTH BASKETBALL JERSEY		07/28/2026				
	ORDER - Summer 2026						
			Totals for ALL STAR ELITE SPORTS:	$2,383.18			$2,383.18
AT&T							
07/26/2026	287344025104X0704202	Invoice	07/26/2026	$707.12	41554	07/23/2026	$707.12
	26/06 License Plate Readers		07/26/2026				
07/26/2026	287252847559X0713202	Invoice	07/26/2026	$243.20	41570	07/30/2026	$243.20
	26/07 Parking Handheld		07/26/2026				
			Totals for AT&T:	$950.32			$950.32
AUSTIN COELHO							
07/14/2026	BP-26-1379	Invoice	07/14/2026	$250.00	88231	07/14/2026	$250.00
	C&D Deposit Refund- 17916		07/14/2026				
07/14/2026	BP-26-1359	Invoice	07/14/2026	$250.00	88232	07/14/2026	$250.00
	C&D Deposit Refund- 17910		07/14/2026				
			Totals for AUSTIN COELHO:	$500.00			$500.00
AVANT GARDE, INC.							
07/14/2026	13348	Invoice	07/21/2026	$5,388.00	88264	07/21/2026	$5,388.00
	26/06 Surface		07/21/2026				
	Transportation Program						
			Totals for AVANT GARDE, INC.:	$5,388.00			$5,388.00
BC TRAFFIC SPECIALIST							
06/23/2026	118383	Invoice	07/28/2026	$20.56	88294	07/28/2026	$20.56
	Street Sign Installation		07/28/2026				
			Totals for BC TRAFFIC SPECIALIST:	$20.56			$20.56
BLUEALLY TECHNOLOGY SOLUTIONS							
07/10/2026	EST54459	Invoice	07/21/2026	$5,142.37	88265	07/21/2026	$5,142.37
	BlueAlly - Sophos CIXA		07/21/2026				
			Totals for BLUEALLY TECHNOLOGY SOLUTIONS:	$5,142.37			$5,142.37
BOARD UP DOMINGUEZ							
06/18/2026	1688	Invoice	07/07/2026	$1,115.00	88198	07/07/2026	$1,115.00
	11820 168th St.		07/07/2026				
			Totals for BOARD UP DOMINGUEZ:	$1,115.00			$1,115.00
BPR CONSULTING GROUP							
06/23/2026	4453	Invoice	07/28/2026	$58,110.26	88295	07/28/2026	$58,110.26
	26/05 B&S Professional		07/28/2026				
07/21/2026	4586	Invoice	07/28/2026	$28,882.60	88295	07/28/2026	$28,882.60
	26/06 B&S Professional		07/28/2026				
			Totals for BPR CONSULTING GROUP:	$86,992.86			$86,992.86
BROTHERS JANITORIAL SUPPLY COMPANY							
07/14/2026	239	Invoice	07/21/2026	$153.60	88266	07/21/2026	$153.60
	Air Fresheners for		07/21/2026				
07/14/2026	238	Invoice	07/21/2026	$468.46	88266	07/21/2026	$468.46
	City Hall Supplies (paper		07/21/2026				
07/28/2026	237	Invoice	07/28/2026	$1,165.72	88296	07/28/2026	$1,165.72
	City Hall Janitorial Supplies		07/28/2026				
			Totals for BROTHERS JANITORIAL SUPPLY COMPANY:	$1,787.78			$1,787.78
CALIFORNIA CITY MANAGEMENT FOUNDATION							
07/15/2026	514233	Invoice	07/21/2026	$400.00	88267	07/21/2026	$400.00
	CCMF Membership Renewal		07/21/2026				
			Totals for CALIFORNIA CITY MANAGEMENT FOUNDATION:	$400.00			$400.00

CALIFORNIA CLERK ADMINISTRATION SERVICES, LLC								
06/30/2026	A-016	Invoice	07/21/2026	$1,000.00	88268	07/21/2026	$1,000.00
	Transcription of minutes 3/9		07/21/2026				
	Totals for CALIFORNIA CLERK ADMINISTRATION SERVICES, LLC:			$1,000.00			$1,000.00
CALIFORNIA JPIA							
06/24/2026	PRIM-00133	Invoice	07/07/2026	$577,039.00	88199	07/07/2026	$577,039.00
	FY26/27 Liability Program & Workers Compensation		07/07/2026				
07/09/2026	PROP00126F	Invoice	07/14/2026	$210,830.00	88233	07/14/2026	$210,830.00
	FY26/27 All Risk Property		07/14/2026				
			Totals for CALIFORNIA JPIA:	$787,869.00			$787,869.00
CalPers							
07/10/2026	07102026	Invoice	07/10/2026	$26,949.67	41545	07/15/2026	$26,949.67
	Pers/Pepra Retirement		07/10/2026				
07/24/2026	07242026_Monthly	Invoice	07/24/2026	$566.08	41564	07/29/2026	$566.08
	Pers/Pepra Retirement		07/24/2026				
07/24/2026	07242026	Invoice	07/24/2026	$27,556.16	41564	07/29/2026	$27,556.16
	Pers/Pepra Retirement		07/24/2026				
07/01/2026	4203484552-07/2026	Invoice	07/01/2026	$87,952.52	41564	07/29/2026	$87,952.52
	26/07 Health Premium		07/01/2026				
07/31/2026	100000018341644	Invoice	07/31/2026	$492,830.00	41578	07/31/2026	$492,830.00
	Annual CalPERS Unfunded Accrued Liability		07/31/2026				
			Totals for CalPers:	$635,854.43			$635,854.43
CELL BUSINESS EQUIPMENT							
07/04/2026	5039352459	Invoice	07/14/2026	$659.69	88234	07/14/2026	$659.69
	7/20-8/19/26 Sharp Copiers		07/14/2026				
			Totals for CELL BUSINESS EQUIPMENT:	$659.69			$659.69
CENTRAL BASIN WATER ASSOCIATION							
07/01/2026	FY26/27	Invoice	07/21/2026	$62.72	88269	07/21/2026	$62.72
	FY26/27 Central Basin Water		07/21/2026				
	Totals for CENTRAL BASIN WATER ASSOCIATION:			$62.72			$62.72
CERRITOS LIBRARY							
06/12/2026	77213	Invoice	07/14/2026	$300.00	88235	07/14/2026	$300.00
	Meeting room rental for off-site management meeting		07/14/2026				
			Totals for CERRITOS LIBRARY:	$300.00			$300.00
CHANSON WALKER							
07/07/2026	071426	Invoice	07/21/2026	$168.00	88270	07/21/2026	$168.00
	Summer YAW T-Shirts		07/21/2026				
			Totals for CHANSON WALKER:	$168.00			$168.00
CHEE SALETTE ARCHITECTURE OFFICE							
07/01/2026	2024-08-21	Invoice	07/07/2026	$5,750.00	88200	07/07/2026	$5,750.00
	26/06 Design Services		07/07/2026				
	Totals for CHEE SALETTE ARCHITECTURE OFFICE:			$5,750.00			$5,750.00
CINTAS CORP							
06/10/2026	4272148705	Invoice	07/14/2026	$309.19	88236	07/14/2026	$309.19
	26/06 AJ Park Janitorial		07/14/2026				
06/03/2026	4271346900	Invoice	07/14/2026	$682.02	88236	07/14/2026	$682.02
	26/06 Artesia Park Janitorial		07/14/2026				
			Totals for CINTAS CORP:	$991.21			$991.21
CITY OF BREA							
06/30/2026	ASIT001610	Invoice	07/14/2026	$5,638.00	88237	07/14/2026	$5,638.00
	26/06 IT service and onsite		07/14/2026				
			Totals for CITY OF BREA:	$5,638.00			$5,638.00
CITY OF NORWALK							
07/28/2026	3507880-00-081026	Invoice	07/28/2026	$1,952.42	88297	07/28/2026	$1,952.42
	05/15-07/15/26 169th &		07/28/2026				

			Totals for CITY OF NORWALK:	$1,952.42			$1,952.42
CLEARGOV INC.							
07/01/2026	2026-19594	Invoice	07/14/2026	$7,910.40	88238	07/14/2026	$7,910.40
	FY 26-27 Operational		07/14/2026				
07/01/2026	2026-19595	Invoice	07/14/2026	$15,200.00	88238	07/14/2026	$15,200.00
	FY 26-27 Personnel/CIP		07/14/2026				
			Totals for CLEARGOV INC.:	$23,110.40			$23,110.40
COLONIAL LIFE							
07/01/2026	07012026	Invoice	07/01/2026	$4,145.28	41546	07/15/2026	$4,145.28
	26/07 Supplemental		07/01/2026				
			Totals for COLONIAL LIFE:	$4,145.28			$4,145.28
COMMERCIAL DOOR OF LOS ANGELES COUNTY							
06/30/2026	24650	Invoice	07/14/2026	$1,350.00	88239	07/14/2026	$1,350.00
	26/06 EV charging facility		07/14/2026				
			Totals for COMMERCIAL DOOR OF LOS ANGELES COUNTY:	$1,350.00			$1,350.00
COUNTY OF LOS ANGELES							
07/14/2026	FY26/27	Invoice	07/14/2026	$591.94	88240	07/14/2026	$591.94
	FY26/27 LAFCO Dues		07/14/2026				
			Totals for COUNTY OF LOS ANGELES:	$591.94			$591.94
DELL MARKETING LP							
07/14/2026	1054137	Invoice	07/14/2026	$4,611.60	88241	07/14/2026	$4,611.60
	Dell Technologies 2 Server		07/14/2026				
			Totals for DELL MARKETING LP:	$4,611.60			$4,611.60
DELTA DENTAL INSURANCE COMPANY							
07/01/2026	70144-00001-070126	Invoice	07/07/2026	$433.35	88201	07/07/2026	$433.35
	26/07 HMO Dental		07/07/2026				
			Totals for DELTA DENTAL INSURANCE COMPANY:	$433.35			$433.35
DIANA MARTINEZ							
06/16/2026	107092927	Invoice	06/16/2026	$75.00	88271	07/21/2026	$75.00
	Deposit Refund 6/7/26		07/21/2026				
			Totals for DIANA MARTINEZ:	$75.00			$75.00
DTSC							
06/22/2026	2026134294	Invoice	07/14/2026	$200.00	88242	07/14/2026	$200.00
	2025 Hazard Waste		07/14/2026				
			Totals for DTSC:	$200.00			$200.00
DUPRE ENTERPRISES							
07/01/2026	113964	Invoice	07/07/2026	$2,344.72	88202	07/07/2026	$2,344.72
	Lighting repairs at AJ		07/07/2026				
	Padelford Park parking lot						
05/28/2026	113941	Invoice	07/28/2026	$587.92	88298	07/28/2026	$587.92
	Light Repair at City Hall		07/28/2026				
03/04/2026	113893	Invoice	07/28/2026	$1,030.00	88298	07/28/2026	$1,030.00
	Right-of-Way Street Light		07/28/2026				
	Maintenance on Pioneer						
			Totals for DUPRE ENTERPRISES:	$3,962.64			$3,962.64
EAST WHITTIER GLASS AND MIRROR CO. INC.							
05/29/2026	19858	Invoice	07/07/2026	$375.00	88203	07/07/2026	$375.00
	AJ Padleford Park Expansion		07/07/2026				
06/07/2026	19878	Invoice	07/07/2026	$2,607.00	88203	07/07/2026	$2,607.00
	AJ Padleford Park Expansion		07/07/2026				
			Totals for EAST WHITTIER GLASS AND MIRROR CO. INC.:	$2,982.00			$2,982.00
Enterprise FM Trust							
07/20/2026	480414A-070326	Invoice	07/20/2026	$4,249.09	41555	07/23/2026	$4,249.09
	26/07 Electric Vehicle Lease		07/20/2026				
	& Fleet Maintenance						
			Totals for Enterprise FM Trust:	$4,249.09			$4,249.09
ERNESTO OLIVARES							
07/21/2026	AUG2026	Invoice	07/21/2026	$240.64	88272	07/21/2026	$240.64
	26/08 Medical Premium		07/21/2026				

			Totals for ERNESTO OLIVARES:	$240.64				$240.64
FABIOLA CUEVAS								
06/30/2026	109067377	Invoice	07/07/2026	$90.00	88204	07/07/2026		$90.00
	Refund for family trips		07/07/2026					
			Totals for FABIOLA CUEVAS:	$90.00				$90.00
FIDELITY SECURITY LIFE INSURANCE CO.								
07/06/2026	167389651	Invoice	07/06/2026	$27.89	41541	07/08/2026		$27.89
	26/07 Cobra Vision		07/06/2026					
07/06/2026	167400064	Invoice	07/06/2026	$618.35	41547	07/15/2026		$618.35
	26/07 Vision Coverage		07/06/2026					
			Totals for FIDELITY SECURITY LIFE INSURANCE CO.:	$646.24				$646.24
FIESTA COOPERATIVE INC.								
04/30/2026	260408	Invoice	07/07/2026	$9,924.73	88205	07/07/2026		$9,924.73
	26/04 Dial-a-Ride Services		07/07/2026					
05/31/2026	260509	Invoice	07/07/2026	$10,263.66	88205	07/07/2026		$10,263.66
	26/05 Dial-a-Ride Services		07/07/2026					
			Totals for FIESTA COOPERATIVE INC.:	$20,188.39				$20,188.39
FIRST CHOICE CHARTERS								
07/02/2026	1664	Invoice	07/07/2026	$1,475.00	88206	07/07/2026		$1,475.00
	Summer Excursions 2026 -		07/07/2026					
05/15/2026	1651	Invoice	07/07/2026	$1,400.00	88210	07/07/2026		$1,400.00
	Bus Trip for YAL on 7/10 to		07/07/2026					
05/15/2026	1652	Invoice	07/07/2026	$1,400.00	88209	07/07/2026		$1,400.00
	Bus Trip for YAL on 7/17 to		07/07/2026					
05/15/2026	1653	Invoice	07/07/2026	$1,400.00	88208	07/07/2026		$1,400.00
	Bus Trip for YAL on 7/24 to		07/07/2026					
	Bolsa Chica State Beach							
05/15/2026	1654	Invoice	07/07/2026	$1,400.00	88207	07/07/2026		$1,400.00
	Bus Trip for YAL on 7/31 to		07/07/2026					
			Totals for FIRST CHOICE CHARTERS:	$7,075.00				$7,075.00
FLASHVOTE								
07/01/2026	2026-1355	Invoice	07/14/2026	$8,900.00	88243	07/14/2026		$8,900.00
	FY26/27 FlashVote Annual		07/14/2026					
			Totals for FLASHVOTE:	$8,900.00				$8,900.00
FLEXTG								
06/28/2026	INV192152-F	Invoice	07/14/2026	$784.04	88244	07/14/2026		$784.04
	5/20-6/19/26 Overage		07/14/2026					
07/24/2026	INV271091-F	Invoice	07/28/2026	$643.14	88299	07/28/2026		$643.14
	6/20-7/19/26 Overage		07/28/2026					
			Totals for FLEXTG:	$1,427.18				$1,427.18
FRANCHISE TAX BOARD								
07/10/2026	071426	Invoice	07/14/2026	$80.00	88245	07/14/2026		$80.00
	Ericka Grisham (Jackson),		07/14/2026					
07/24/2026	07242026	Invoice	07/28/2026	$46.09	88300	07/28/2026		$46.09
	Rene Trevino, 07/24/2026		07/28/2026					
07/24/2026	07242026	Invoice	07/28/2026	$80.00	88301	07/28/2026		$80.00
	Ericka Grisham (Jackson),		07/28/2026					
			Totals for FRANCHISE TAX BOARD:	$206.09				$206.09
FRONTIER								
07/13/2026	3231563850-061926	Invoice	07/13/2026	$184.99	41565	07/29/2026		$184.99
	City Hall Internet 6/19-		07/13/2026					
	7/18/26							
07/28/2026	2131797882-070426	Invoice	07/28/2026	$75.98	41565	07/29/2026		$75.98
	Historical House 7/4- 8/3/26		07/28/2026					
07/10/2026	5628095136-061626	Invoice	07/10/2026	$235.65	41565	07/29/2026		$235.65
	Public Work Internet 6/16-		07/10/2026					
			Totals for FRONTIER:	$496.62				$496.62
GFT INFRASTRUCTURE INC								
05/24/2026	5003350	Invoice	07/07/2026	$12,339.00	88211	07/07/2026		$12,339.00

	26/05 Acquisition Services		07/07/2026				
			Totals for GFT INFRASTRUCTURE INC:	$12,339.00			$12,339.00
GOLDEN STATE WATER COMPANY							
07/22/2026	0055238698-071426	Invoice	07/22/2026	$621.48	41556	07/23/2026	$621.48
	26/07 11938 South St.		07/22/2026				
07/22/2026	2865004438-070726	Invoice	07/22/2026	$126.29	41556	07/23/2026	$126.29
	26/07 18609 IRR Pioneer		07/22/2026				
07/22/2026	4905793578-071526	Invoice	07/22/2026	$642.29	41556	07/23/2026	$642.29
	26/07 18530 Corby Ave.		07/22/2026				
07/22/2026	1373230000-071626	Invoice	07/22/2026	$1,001.58	41556	07/23/2026	$1,001.58
	26/07 11504 Artesia Blvd		07/22/2026				
07/22/2026	8072740000-070726	Invoice	07/22/2026	$693.89	41556	07/23/2026	$693.89
	26/07 11710 South St. IRR		07/22/2026				
07/22/2026	4302440000-070726	Invoice	07/22/2026	$405.15	41556	07/23/2026	$405.15
	26/07 11734 IRR Artesia		07/22/2026				
07/22/2026	4273230000-071726	Invoice	07/22/2026	$681.06	41556	07/23/2026	$681.06
	26/07 12034 Artesia IRR		07/22/2026				
07/22/2026	1113139225-071626	Invoice	07/22/2026	$450.07	41556	07/23/2026	$450.07
	26/07 17189 IRR Baber Ave.		07/22/2026				
07/22/2026	9725940000-071626	Invoice	07/22/2026	$49.53	41556	07/23/2026	$49.53
	26/07 17202 Alburtis		07/22/2026				
07/22/2026	8217720000-071726	Invoice	07/22/2026	$260.50	41556	07/23/2026	$260.50
	26/07 17203 Corby Ave.		07/22/2026				
07/22/2026	8756430000-071726	Invoice	07/22/2026	$700.31	41556	07/23/2026	$700.31
	26/07 17512 IRR Norwalk		07/22/2026				
07/22/2026	7902030000-071626	Invoice	07/22/2026	$1,130.23	41556	07/23/2026	$1,130.23
	26/07 17815 Pioneer Blvd		07/22/2026				
07/22/2026	8783687207-071426	Invoice	07/22/2026	$530.53	41556	07/23/2026	$530.53
	26/07 18506 IRR Pioneer		07/22/2026				
07/22/2026	2942430000-070726	Invoice	07/22/2026	$152.20	41556	07/23/2026	$152.20
	26/07 18641 Corby		07/22/2026				
07/22/2026	2274300000-070726	Invoice	07/22/2026	$752.68	41556	07/23/2026	$752.68
	26/07 18644 Alburtis Ave.		07/22/2026				
07/22/2026	9174300000-070726	Invoice	07/22/2026	$531.04	41556	07/23/2026	$531.04
	26/07 18747 Clarkdale Ave.		07/22/2026				
07/22/2026	0274300000-070726	Invoice	07/22/2026	$32.95	41556	07/23/2026	$32.95
	26/07 18747 Fp Clarkdale		07/22/2026				
07/22/2026	1274300000-070726	Invoice	07/22/2026	$623.32	41556	07/23/2026	$623.32
	26/07 18750 Clarkdale		07/22/2026				
07/22/2026	8514744341-071426	Invoice	07/22/2026	$498.96	41556	07/23/2026	$498.96
	26/07 18803 Elaine Ave.		07/22/2026				
07/22/2026	6350093223-071426	Invoice	07/22/2026	$675.47	41556	07/23/2026	$675.47
	26/07 Norwalk & South St.		07/22/2026				
07/22/2026	5534220000-070726	Invoice	07/22/2026	$398.73	41556	07/23/2026	$398.73
	26/07 Norwalk Blvd So of		07/22/2026				
07/22/2026	9138539384-070726	Invoice	07/22/2026	$466.37	41556	07/23/2026	$466.37
	26/07 17514 Norwalk Blvd		07/22/2026				
07/22/2026	5353387681-070726	Invoice	07/22/2026	$241.79	41556	07/23/2026	$241.79
	26/07 Droxford St Norwalk		07/22/2026				
07/22/2026	7677238922-071526	Invoice	07/22/2026	$275.57	41556	07/23/2026	$275.57
	26/07 11504 178th St.		07/22/2026				
07/22/2026	2376836656-071526	Invoice	07/22/2026	$956.97	41556	07/23/2026	$956.97
	26/07 186th St & Jersey Ave		07/22/2026				
			Totals for GOLDEN STATE WATER COMPANY:	$12,898.96			$12,898.96
GOMEZ CONSTRUCTION							
07/01/2026	070126	Invoice	07/01/2026	$1,100.00	88246	07/14/2026	$1,100.00
	Tennis Court Repair		07/14/2026				
			Totals for GOMEZ CONSTRUCTION:	$1,100.00			$1,100.00
GRETA BENAVIDES							
10/15/2024	78682921	Invoice	10/15/2024	$150.00	88302	07/28/2026	$150.00

	Street Fair Deposit Refund		10/15/2024				
			Totals for GRETA BENAVIDES:	$150.00			$150.00
HDL COREN & CONE							
07/27/2026	SIN065685	Invoice	07/28/2026	$2,330.18	88303	07/28/2026	$2,330.18
	July/Sept '26 Property Tax Services		07/28/2026				
			Totals for HDL COREN & CONE:	$2,330.18			$2,330.18
HINDERLITER DE LLAMAS & ASSOCIATES							
06/30/2026	SIN065183	Invoice	07/14/2026	$7,500.00	88247	07/14/2026	$7,500.00
	26/06 Cannabis Services		07/14/2026				
			Totals for HINDERLITER DE LLAMAS & ASSOCIATES:	$7,500.00			$7,500.00
HONEYWELL INTERNATIONAL INC							
05/02/2026	5272838384	Invoice	07/21/2026	$4,659.80	88273	07/21/2026	$4,659.80
	Public Works Yard - Fire		07/21/2026				
05/15/2026	5272936343	Invoice	07/21/2026	$643.15	88273	07/21/2026	$643.15
	Various Locations HVAC -		07/21/2026				
06/01/2026	5273056008	Invoice	07/21/2026	$4,659.80	88273	07/21/2026	$4,659.80
	HVAC - Fire Suppression 7/1-		07/21/2026				
07/01/2026	5273305375	Invoice	07/21/2026	$4,659.80	88273	07/21/2026	$4,659.80
	HVAC - Fire Suppression 8/1-		07/21/2026				
06/01/2026	5273056006	Invoice	07/21/2026	$20,669.22	88273	07/21/2026	$20,669.22
	Various Locations HVAC -		07/21/2026				
			Totals for HONEYWELL INTERNATIONAL INC:	$35,291.77			$35,291.77
INTELLI-TECH							
07/28/2026	RH072126A-PR	Invoice	07/28/2026	$3,680.00	88304	07/28/2026	$3,680.00
	Barracuda 1 Yr - Updates, Cloud Storage, and		07/28/2026				
			Totals for INTELLI-TECH:	$3,680.00			$3,680.00
JOE A. GONSALVES & SON							
06/17/2026	164445	Invoice	07/14/2026	$4,500.00	88248	07/14/2026	$4,500.00
	26/07 - Lobbyist Contract		07/14/2026				
07/21/2026	164523	Invoice	07/28/2026	$4,500.00	88305	07/28/2026	$4,500.00
	26/08 - Lobbyist Contract		07/28/2026				
			Totals for JOE A. GONSALVES & SON:	$9,000.00			$9,000.00
JOHN L HUNTER & ASSOCIATES							
07/15/2026	ART1UO12606	Invoice	07/21/2026	$120.00	88274	07/21/2026	$120.00
	26/06 Oil Payment Program		07/21/2026				
07/15/2026	ART1MS412606	Invoice	07/21/2026	$12,488.75	88274	07/21/2026	$12,488.75
	26/06 Municipal Stormwater		07/21/2026				
			Totals for JOHN L HUNTER & ASSOCIATES:	$12,608.75			$12,608.75
JOSE ASCENCIO							
07/21/2026	AUG2026	Invoice	07/21/2026	$240.64	41566	07/29/2026	$240.64
	26/08 Medical Premium		07/21/2026				
			Totals for JOSE ASCENCIO:	$240.64			$240.64
JOSHUA ACEVEDO							
07/01/2026	FY25/26	Invoice	07/07/2026	$3,500.00	88212	07/07/2026	$3,500.00
	FY25/26 Education		07/07/2026				
			Totals for JOSHUA ACEVEDO:	$3,500.00			$3,500.00
JUSTINE MENZEL							
11/19/2024	DEC2024	Invoice	11/19/2024	$140.02	88249	07/14/2026	$140.02
	24/12 Medical Premium		11/19/2024				
			Totals for JUSTINE MENZEL:	$140.02			$140.02
KAREN GONZALEZ							
04/20/2026	042026 ARTESIA	Invoice	07/14/2026	$300.00	88250	07/14/2026	$300.00
	Photographs of bus stops, parks, and city buildings		07/14/2026				
06/25/2026	062526 Artesia	Invoice	07/21/2026	$270.00	88275	07/21/2026	$270.00
	Beautification Awards		07/21/2026				
06/10/2026	061026	Invoice	07/21/2026	$300.00	88275	07/21/2026	$300.00

	Independence Day Mailer		07/21/2026				
			Totals for KAREN GONZALEZ:	$870.00			$870.00
KAREN HEATH							
07/21/2026	AUG2026	Invoice	07/21/2026	$225.36	88276	07/21/2026	$225.36
	26/08 Medical Premium		07/21/2026				
			Totals for KAREN HEATH:	$225.36			$225.36
KILEY & ASSOCIATES LLC							
07/01/2026	AR260701	Invoice	07/07/2026	$4,150.00	88213	07/07/2026	$4,150.00
	26/06 Lobbyist Service		07/07/2026				
			Totals for KILEY & ASSOCIATES LLC:	$4,150.00			$4,150.00
KIMLEY HORN AND ASSOCIATES INC							
05/31/2026	35898205	Invoice	07/07/2026	$1,477.62	88214	07/07/2026	$1,477.62
	26/05 Metro Form 60		07/07/2026				
10/31/2025	33808933	Invoice	07/28/2026	$662.50	88306	07/28/2026	$662.50
	26/10 Deposit - 11520-40		07/28/2026				
			Totals for KIMLEY HORN AND ASSOCIATES INC:	$2,140.12			$2,140.12
LA COUNTY SHERIFF'S DEPARTMENT							
05/28/2026	262844AY	Invoice	07/07/2026	$12,299.39	88215	07/07/2026	$12,299.39
	26/04 Public Safety Expo		07/07/2026				
06/17/2026	263236 EB	Invoice	07/14/2026	$1,341.63	88251	07/14/2026	$1,341.63
	26/05 DES Hall Event		07/14/2026				
06/17/2026	263239EB	Invoice	07/14/2026	$3,022.34	88251	07/14/2026	$3,022.34
	26/05 La Mirage Event		07/14/2026				
06/17/2026	263238EB	Invoice	07/14/2026	$9,363.44	88251	07/14/2026	$9,363.44
	26/05 Foot Patrol		07/14/2026				
06/17/2026	263237EB	Invoice	07/14/2026	$50,271.51	88251	07/14/2026	$50,271.51
	26/05 Gang Suppression		07/14/2026				
06/15/2026	263039AY	Invoice	07/14/2026	$1,118.02	88251	07/14/2026	$1,118.02
	26/04 La Mirage Event		07/14/2026				
06/15/2026	263040AY	Invoice	07/14/2026	$27,394.67	88251	07/14/2026	$27,394.67
	26/04 Gang Suppression		07/14/2026				
06/03/2026	263078AY	Invoice	07/14/2026	$395,282.85	88251	07/14/2026	$395,282.85
	26/05 General Law		07/14/2026				
			Totals for LA COUNTY SHERIFF'S DEPARTMENT:	$500,093.85			$500,093.85
LANGUAGE TESTING INTERNATIONAL							
07/11/2026	L113731-IN	Invoice	07/28/2026	$189.00	88307	07/28/2026	$189.00
	3rd party language testing for staff bi- lingual pay		07/28/2026				
			Totals for LANGUAGE TESTING INTERNATIONAL:	$189.00			$189.00
LEGAL SHIELD							
07/28/2026	07152026	Invoice	07/28/2026	$134.70	88308	07/28/2026	$134.70
	26/07 Supplemental Ins.		07/28/2026				
07/28/2026	06152026	Invoice	07/28/2026	$179.60	88308	07/28/2026	$179.60
	26/06 Supplemental Ins.		07/28/2026				
			Totals for LEGAL SHIELD:	$314.30			$314.30
LINCOLN NATIONAL LIFE INSURANCE							
07/01/2026	4983197987	Invoice	07/01/2026	$2,637.89	41548	07/15/2026	$2,637.89
	26/07 Life & Disability Ins.		07/01/2026				
			Totals for LINCOLN NATIONAL LIFE INSURANCE:	$2,637.89			$2,637.89
LOS ANGELES COUNTY PUBLIC WORKS							
06/22/2026	IN260000838	Invoice	07/14/2026	$69,677.46	88252	07/14/2026	$69,677.46
	26/04 Building & Safety		07/14/2026				
07/06/2026	IN260000902	Invoice	07/21/2026	$48,727.91	88277	07/21/2026	$48,727.91
	26/05 Building & Safety		07/21/2026				
			Totals for LOS ANGELES COUNTY PUBLIC WORKS:	$118,405.37			$118,405.37
LOS CERRITOS COMMUNITY NEWS							
06/19/2026	38400	Invoice	07/21/2026	$848.25	88278	07/21/2026	$848.25
	Legal Notice - Solid Waste		07/21/2026				
06/26/2026	38414	Invoice	07/21/2026	$2,231.55	88278	07/21/2026	$2,231.55

	Legal Notice #2026-19 &		07/21/2026				
	2025-18 - 11818 183rd St.						
06/26/2026	38413	Invoice	07/21/2026	$3,484.35	88278	07/21/2026	$3,484.35
	Legal Notice - EIFD		07/21/2026				
07/03/2026	38427	Invoice	07/21/2026	$3,484.35	88278	07/21/2026	$3,484.35
	Legal Notice - EIFD		07/21/2026				
06/19/2026	38399	Invoice	07/21/2026	$3,484.35	88278	07/21/2026	$3,484.35
	Legal Notice - EIFD		07/21/2026				
06/12/2026	38385	Invoice	07/21/2026	$3,484.35	88278	07/21/2026	$3,484.35
	Legal Notice - EIFD		07/21/2026				
06/12/2026	38373	Invoice	07/21/2026	$2,818.80	88278	07/21/2026	$2,818.80
	Legal Notices - Bid # 2026-		07/21/2026				
06/05/2026	38372	Invoice	07/21/2026	$2,975.40	88278	07/21/2026	$2,975.40
	Legal Notices - Bid # 2026-		07/21/2026				
	004 & Deposit 17221						
			Totals for LOS CERRITOS COMMUNITY NEWS:	$22,811.40			$22,811.40
MARIA HERNANDEZ							
06/29/2026	109068188	Invoice	07/07/2026	$66.00	88216	07/07/2026	$66.00
	Refund for family trips		07/07/2026				
			Totals for MARIA HERNANDEZ:	$66.00			$66.00
MARIO FLORES							
07/02/2026	39415	Invoice	07/07/2026	$284.24	88217	07/07/2026	$284.24
	MMASC Annual Conference		07/07/2026				
	Hotel Deposit Fee						
07/21/2026	REIMB	Invoice	07/21/2026	$1,521.77	88279	07/21/2026	$1,521.77
	Esri User Conference Hotel,		07/21/2026				
	Mileage, and Lunch						
			Totals for MARIO FLORES:	$1,806.01			$1,806.01
MARTIN GAMEZ							
07/21/2026	AUG2026	Invoice	07/21/2026	$240.64	88280	07/21/2026	$240.64
	26/08 Medical Premium		07/21/2026				
			Totals for MARTIN GAMEZ:	$240.64			$240.64
MELISSA HAMILTON							
07/07/2026	FY26/27	Invoice	07/07/2026	$3,500.00	88218	07/07/2026	$3,500.00
	FY26-27 Education		07/07/2026				
			Totals for MELISSA HAMILTON:	$3,500.00			$3,500.00
MissionSquare Retirement							
07/10/2026	07102026	Invoice	07/10/2026	$9,729.05	41549	07/15/2026	$9,729.05
	457b, 401a and Roth for		07/10/2026				
07/24/2026	07/24/2026	Invoice	07/24/2026	$9,928.32	41567	07/29/2026	$9,928.32
	457b, 401a and Roth for		07/24/2026				
07/17/2026	20260630-109-2430030	Invoice	07/28/2026	$433.00	88309	07/28/2026	$433.00
	Q1 2027 Annual Plan Fee		07/28/2026				
			Totals for MissionSquare Retirement:	$20,090.37			$20,090.37
MMASC							
07/01/2026	16174	Invoice	07/14/2026	$125.00	88253	07/14/2026	$125.00
	MMASC Membership		07/14/2026				
07/07/2026	16253	Invoice	07/14/2026	$625.00	88253	07/14/2026	$625.00
	Conference Registration Fee		07/14/2026				
07/16/2026	16385	Invoice	07/21/2026	$170.00	88281	07/21/2026	$170.00
	Travel and Meeting		07/21/2026				
			Totals for MMASC:	$920.00			$920.00
MUHAMMAD ZAHID							
10/11/2023	61531572	Invoice	10/11/2023	$150.00	88219	07/07/2026	$150.00
	Security Deposit Refund		10/11/2023				
			Totals for MUHAMMAD ZAHID:	$150.00			$150.00
MUNICIPAL DENTAL POOL							
07/01/2026	23316-00001-070126	Invoice	07/07/2026	$4,135.10	88220	07/07/2026	$4,135.10
	26/07 PPO Dental Coverage		07/07/2026				

			Totals for MUNICIPAL DENTAL POOL:	$4,135.10			$4,135.10
NATALIE HERRERA							
07/21/2026	AUG2026	Invoice	07/21/2026	$240.64	41557	07/23/2026	$240.64
	26/08 Medical Premium		07/21/2026				
			Totals for NATALIE HERRERA:	$240.64			$240.64
NATIONWIDE ENVIRONMENTAL SERVICES							
07/01/2026	40050	Invoice	07/07/2026	$16,333.34	88221	07/07/2026	$16,333.34
	26/07 Street Sweeping		07/07/2026				
			Totals for NATIONWIDE ENVIRONMENTAL SERVICES:	$16,333.34			$16,333.34
NATIVIDAD CAMANYAG							
06/29/2026	109071674	Invoice	07/07/2026	$150.00	88222	07/07/2026	$150.00
	Facility Refund 6/28/26		07/07/2026				
			Totals for NATIVIDAD CAMANYAG:	$150.00			$150.00
NEW CITY AMERICA							
07/07/2026	07-2026	Invoice	07/07/2026	$8,500.00	41550	07/15/2026	$8,500.00
	26/07 Business		07/07/2026				
			Totals for NEW CITY AMERICA:	$8,500.00			$8,500.00
NOEL OMEGA							
07/01/2024	72769024	Invoice	07/01/2024	$150.00	88223	07/07/2026	$150.00
	Security Deposit 6/14/24		07/01/2024				
			Totals for NOEL OMEGA:	$150.00			$150.00
ONLINE STRIPING SERVICE							
06/22/2026	1475	Invoice	06/22/2026	$13,580.00	88254	07/14/2026	$13,580.00
	3 Sidewalk Repairs -		07/14/2026				
			Totals for ONLINE STRIPING SERVICE:	$13,580.00			$13,580.00
OPEN GOV INC							
07/13/2026	INV27956	Invoice	07/21/2026	$33,723.85	88282	07/21/2026	$33,723.85
	Permitting and Licensing		07/21/2026				
			Totals for OPEN GOV INC:	$33,723.85			$33,723.85
PCAM, LLC							
06/30/2026	INVM0020931	Invoice	07/07/2026	$20,416.83	88224	07/07/2026	$20,416.83
	26/06 Bus Service Invoice		07/07/2026				
			Totals for PCAM, LLC:	$20,416.83			$20,416.83
PRIMO BRANDS							
07/17/2026	26G0021825716	Invoice	07/17/2026	$127.69	41558	07/23/2026	$127.69
	Public Works Yard - Water		07/17/2026				
07/17/2026	26G1158700003	Invoice	07/17/2026	$162.51	41558	07/23/2026	$162.51
	City Hall - Water 6/15-		07/17/2026				
07/17/2026	26G0019168509	Invoice	07/17/2026	$88.10	41568	07/29/2026	$88.10
	Artesia Park - Water 6/15-		07/17/2026				
			Totals for PRIMO BRANDS:	$378.30			$378.30
Quadient Finance USA Inc.							
07/09/2026	8085574-070226	Invoice	07/09/2026	$1,000.00	41551	07/15/2026	$1,000.00
	Refilled Postage Machine		07/09/2026				
			Totals for Quadient Finance USA Inc.:	$1,000.00			$1,000.00
RAMIREZ PRODUCTIONS							
07/14/2026	ISFDF2026-1	Invoice	07/21/2026	$42,423.75	88283	07/21/2026	$42,423.75
	ISFDF 2026 Production		07/21/2026				
07/16/2026	1632	Invoice	07/28/2026	$535.00	88310	07/28/2026	$535.00
	Linens and Cocktail Tables		07/28/2026				
	for Top 25 Business Event						
			Totals for RAMIREZ PRODUCTIONS:	$42,958.75			$42,958.75
RINGCENTRAL							
07/29/2026	16887508001	Invoice	07/29/2026	$1,053.02	41574	07/31/2026	$1,053.02
	26/08 Telecommunication		07/29/2026				
			Totals for RINGCENTRAL:	$1,053.02			$1,053.02
RON IBARRA ENGINEERING							
07/01/2026	2026_06	Invoice	07/14/2026	$3,400.00	88255	07/14/2026	$3,400.00
	26/06 Engineering Services		07/14/2026				

05/01/2026	2026-04	Invoice	07/21/2026	$1,700.00	88284	07/21/2026	$1,700.00
	26/04 Encroachment Permits		07/21/2026				
04/01/2026	2026-03	Invoice	07/21/2026	$2,690.00	88284	07/21/2026	$2,690.00
	26/03 Encroachment Permits		07/21/2026				
	Totals for RON IBARRA ENGINEERING:			$7,790.00			$7,790.00
SAGECREST PLANNING AND ENVIRONMENTAL							
06/30/2026	5825	Invoice	07/07/2026	$100.00	88225	07/07/2026	$100.00
	26/06 Deposit - 17610-18		07/07/2026				
06/30/2026	5826	Invoice	07/07/2026	$420.00	88225	07/07/2026	$420.00
	26/06 Housing Element -		07/07/2026				
06/30/2026	5824	Invoice	07/07/2026	$2,850.00	88225	07/07/2026	$2,850.00
	26/06 Deposit - 11746		07/07/2026				
	Totals for SAGECREST PLANNING AND ENVIRONMENTAL:			$3,370.00			$3,370.00
SOUTH ASIAN HELPLINE AND REFERRAL AGENCY							
10/11/2023	61531262	Invoice	10/11/2023	$150.00	88311	07/28/2026	$150.00
	Security Deposit Refund		10/11/2023				
	Totals for SOUTH ASIAN HELPLINE AND REFERRAL AGENCY:			$150.00			$150.00
Southern California Association of Governments							
07/07/2026	SCAG FY27 0007	Invoice	07/07/2026	$2,519.00	88226	07/07/2026	$2,519.00
	FY26/27 Membership Dues Assessment		07/07/2026				
	Totals for Southern California Association of Governments:			$2,519.00			$2,519.00
SOUTHERN CALIFORNIA EDISON CO							
07/09/2026	700454958639-062626	Invoice	07/09/2026	$157.52	41552	07/15/2026	$157.52
	26/06 18510 Corby Ave.		07/09/2026				
07/09/2026	700483004874-062926	Invoice	07/09/2026	$12,943.78	41552	07/15/2026	$12,943.78
	26/06 Various Locations		07/09/2026				
07/09/2026	700485859203-062626	Invoice	07/09/2026	$3,055.95	41552	07/15/2026	$3,055.95
	26/06 Various Traffic Signals		07/09/2026				
07/09/2026	700492283835-061926	Invoice	07/09/2026	$297.77	41552	07/15/2026	$297.77
	26/06 Various Locations TC-		07/09/2026				
07/09/2026	700492421150-061926	Invoice	07/09/2026	$150.81	41552	07/15/2026	$150.81
	26/06 Artesia/Gridley		07/09/2026				
07/09/2026	70048964105-061926	Invoice	07/09/2026	$315.59	41552	07/15/2026	$315.59
	26/06 18750 Clarkdale EV		07/09/2026				
07/09/2026	700560422190-061926	Invoice	07/09/2026	$56.09	41552	07/15/2026	$56.09
	26/06 18600 1/2 S Norwalk		07/09/2026				
07/09/2026	700562509108-061926	Invoice	07/09/2026	$76.93	41552	07/15/2026	$76.93
	26/06 12001 Artesia Blvd		07/09/2026				
07/09/2026	700405333439-062926	Invoice	07/09/2026	$740.04	41552	07/15/2026	$740.04
	26/06 Various Locations		07/09/2026				
07/09/2026	700491366274-070126	Invoice	07/09/2026	$18,502.99	41552	07/15/2026	$18,502.99
	26/06 Various Locations		07/09/2026				
	Totals for SOUTHERN CALIFORNIA EDISON CO:			$36,297.47			$36,297.47
Southern California Gas Company							
07/22/2026	12690659565-071626	Invoice	07/22/2026	$15.78	41559	07/23/2026	$15.78
	26/07 18641 Corby Ave.		07/22/2026				
07/22/2026	17740623008-070726	Invoice	07/22/2026	$16.38	41559	07/23/2026	$16.38
	26/07 18747 Clarkdale Ave.		07/22/2026				
07/22/2026	17950623003-070726	Invoice	07/22/2026	$33.04	41559	07/23/2026	$33.04
	26/07 18750 Clarkdale Ave.		07/22/2026				
07/22/2026	17949759637-071626	Invoice	07/22/2026	$11.50	41559	07/23/2026	$11.50
	26/07 18644 Alburtis Ave.		07/22/2026				
07/22/2026	12280628004-071726	Invoice	07/22/2026	$37.98	41559	07/23/2026	$37.98
	26/07 18750 Clarkdale Ave.		07/22/2026				
	Totals for Southern California Gas Company:			$114.68			$114.68
SOUTHERN CALIFORNIA SECURITY CENTERS							
07/21/2026	114936	Invoice	07/28/2026	$671.81	88312	07/28/2026	$671.81
	Replacement of AJPP office		07/28/2026				
	Totals for SOUTHERN CALIFORNIA SECURITY CENTERS:			$671.81			$671.81

SOUTHWEST PATROL INC							
06/30/2026	83456	Invoice	07/14/2026	$16,110.00	88256	07/14/2026	$16,110.00
	Security Guard Services 6/16-		07/14/2026				
07/15/2026	83662	Invoice	07/28/2026	$23,175.00	88313	07/28/2026	$23,175.00
	Security Guard Services 7/1-		07/28/2026				
		Totals for SOUTHWEST PATROL INC:		$39,285.00			$39,285.00
SPECTRUM BUSINESS							
07/08/2026	188521501-062126	Invoice	07/08/2026	$119.99	41553	07/15/2026	$119.99
	26/06 11870 169th St.		07/08/2026				
07/08/2026	188522301-062126	Invoice	07/08/2026	$169.99	41553	07/15/2026	$169.99
	26/06 18750 Clarkdale Ave.		07/08/2026				
07/08/2026	188521401-062126	Invoice	07/08/2026	$190.44	41553	07/15/2026	$190.44
	26/06 11870 169th St.		07/08/2026				
07/08/2026	188522201-062126	Invoice	07/08/2026	$196.03	41553	07/15/2026	$196.03
	26/06 18750 Clarkdale Ave.		07/08/2026				
07/17/2026	244400901-070126	Invoice	07/17/2026	$540.00	41553	07/15/2026	$540.00
	26/07 18747 Clarkdale		07/17/2026				
		Totals for SPECTRUM BUSINESS:		$1,216.45			$1,216.45
STAIB BACKHOE & EXCAVATION							
07/02/2026	13846	Invoice	07/14/2026	$26,000.00	88257	07/14/2026	$26,000.00
	Sidewalk Repair at 18738		07/14/2026				
		Totals for STAIB BACKHOE & EXCAVATION:		$26,000.00			$26,000.00
Sterling Administration							
07/10/2026	952402	Invoice	07/10/2026	$974.99	41560	07/23/2026	$974.99
	26/07 FSA/DCA		07/10/2026				
07/28/2026	953377	Invoice	07/28/2026	$974.99	41571	07/30/2026	$974.99
	26/07 FSA/DCA		07/28/2026				
		Totals for Sterling Administration:		$1,949.98			$1,949.98
TABORDA							
07/08/2026	T02601	Invoice	07/14/2026	$312.16	88258	07/14/2026	$312.16
	Adobe Pro Licenses		07/14/2026				
		Totals for TABORDA:		$312.16			$312.16
TERRA REALTY ADVISORS INC.							
03/16/2026	2026-02280	Invoice	07/21/2026	$753.33	88285	07/21/2026	$753.33
	26/02 Review Potential City		07/21/2026				
		Totals for TERRA REALTY ADVISORS INC.:		$753.33			$753.33
THE TWO LIPS TOURING INC							
07/21/2026	ISFDF2026-1	Invoice	07/21/2026	$2,250.00	88286	07/21/2026	$2,250.00
	ISFDF 2026- closing act		07/21/2026				
		Totals for THE TWO LIPS TOURING INC:		$2,250.00			$2,250.00
THEMATIC PRODUCTION CO							
06/24/2026	1099	Invoice	07/28/2026	$3,000.00	88314	07/28/2026	$3,000.00
	Entertainment - National		07/28/2026				
		Totals for THEMATIC PRODUCTION CO:		$3,000.00			$3,000.00
T-MOBILE							
07/17/2026	981989691-060126	Invoice	07/17/2026	$1,084.00	41561	07/23/2026	$1,084.00
	26/06 City Cell Phone		07/17/2026				
		Totals for T-MOBILE:		$1,084.00			$1,084.00
TNT Fireworks							
07/14/2026	120425	Invoice	07/14/2026	$1,050.00	88259	07/14/2026	$1,050.00
	Cleaning Deposit		07/14/2026				
	Reimbursement (7 stands)						
		Totals for TNT Fireworks:		$1,050.00			$1,050.00
TPX COMMUNICATIONS							
07/16/2026	191305470-0	Invoice	07/21/2026	$373.72	88287	07/21/2026	$373.72
	26/07 Telephone Service		07/21/2026				
		Totals for TPX COMMUNICATIONS:		$373.72			$373.72
U.S. BANK CORPORATE PAYMENT SYSTEMS							
07/01/2026	7883-26/06	Invoice	07/01/2026	$34,936.81	41542	07/08/2026	$34,936.81

	26/06 Credit Card Purchases		07/01/2026				
07/29/2026	7883-26/07	Invoice	07/29/2026	$36,175.91	41575	07/31/2026	$36,175.91
	26/07 Credit Card Purchases		07/29/2026				
	Totals for U.S. BANK CORPORATE PAYMENT SYSTEMS:			$71,112.72			$71,112.72
VALIANCE CAPITAL LLC							
07/01/2026	515022-DT	Invoice	07/14/2026	$3,610.00	88260	07/14/2026	$3,610.00
	Summer youth basketball		07/14/2026				
	Totals for VALIANCE CAPITAL LLC:			$3,610.00			$3,610.00
VALLEY ALARM							
07/06/2026	1396690	Invoice	07/06/2026	$30.50	41543	07/08/2026	$30.50
	26/07 - 18644 Alburtis		07/06/2026				
07/06/2026	1395269	Invoice	07/06/2026	$54.95	41543	07/08/2026	$54.95
	26/07- 17203 Corby Ave (		07/06/2026				
07/06/2026	1396682	Invoice	07/06/2026	$4,608.56	41543	07/08/2026	$4,608.56
	26/07- Fire Station, AJ Park		07/06/2026				
	Totals for VALLEY ALARM:			$4,694.01			$4,694.01
VENKATESH KOKA							
07/07/2026	18401	Invoice	07/07/2026	$2,535.00	88227	07/07/2026	$2,535.00
	Refund Deposit Request -		07/07/2026				
07/07/2026	2025-72	Invoice	07/07/2026	$17,669.19	88227	07/07/2026	$17,669.19
	Refund request -16905		07/07/2026				
	Totals for VENKATESH KOKA:			$20,204.19			$20,204.19
WATER REPLENISHMENT DISTRICT OF SO. CALIF.							
05/31/2026	0160-053126	Invoice	07/14/2026	$68.10	88261	07/14/2026	$68.10
	26/05 Groundwater		07/14/2026				
	Totals for WATER REPLENISHMENT DISTRICT OF SO. CALIF.:			$68.10			$68.10
WEST COAST ARBORISTS INC							
06/15/2026	245768	Invoice	07/07/2026	$3,982.20	88228	07/07/2026	$3,982.20
	26/06 Tree Maintenance		07/07/2026				
03/15/2026	241672	Invoice	07/07/2026	$9,260.45	88228	07/07/2026	$9,260.45
	26/03 Tree Maintenance		07/07/2026				
	Totals for WEST COAST ARBORISTS INC:			$13,242.65			$13,242.65
WESTERN EXTERMINATOR COMPANY							
06/02/2026	97634983	Invoice	07/21/2026	$109.08	88288	07/21/2026	$109.08
	26/06 18641 Corby Ave.		07/21/2026				
06/02/2026	97636222	Invoice	07/21/2026	$141.38	88288	07/21/2026	$141.38
	26/06 17203 Corby Ave.		07/21/2026				
07/10/2026	99711643	Invoice	07/28/2026	$109.08	88315	07/28/2026	$109.08
	26/06 18641 Corby Ave.		07/28/2026				
07/10/2026	997711642	Invoice	07/28/2026	$109.08	88315	07/28/2026	$109.08
	26/07 18644 Alburtis Ave.		07/28/2026				
07/10/2026	99712845	Invoice	07/28/2026	$141.38	88315	07/28/2026	$141.38
	26/07 17203 Corby Ave.		07/28/2026				
07/10/2026	99711721	Invoice	07/28/2026	$142.72	88315	07/28/2026	$142.72
	26/07 18747 Clarkdale Ave.		07/28/2026				
07/10/2026	99714196	Invoice	07/28/2026	$182.33	88315	07/28/2026	$182.33
	26/07 18750 Clarkdale Ave.		07/28/2026				
07/10/2026	99712003	Invoice	07/28/2026	$216.46	88315	07/28/2026	$216.46
	26/07 11870 169th St.		07/28/2026				
	Totals for WESTERN EXTERMINATOR COMPANY:			$1,151.51			$1,151.51
Wex Bank							
07/24/2026	113756702	Invoice	07/24/2026	$1,424.23	41569	07/29/2026	$1,424.23
	26/06 Gas Card Purchases		07/24/2026				
	Totals for Wex Bank:			$1,424.23			$1,424.23
YUNEX LLC							
07/08/2026	90010607	Invoice	07/21/2026	$1,989.00	41562	07/23/2026	$1,989.00
	26/06 Traffic Signal		07/21/2026				
07/08/2026	5610008771	Invoice	07/21/2026	$2,024.22	41562	07/23/2026	$2,024.22
	26/06 Traffic Signal Call/Out		07/21/2026				

07/28/2026	5610008506	Invoice	07/28/2026	$1,958.96	41572	07/30/2026	$1,958.96
	26/05 Traffic Signal Call/Out		07/28/2026				
07/28/2026	90010368	Invoice	07/28/2026	$1,989.00	41572	07/30/2026	$1,989.00
	26/05 Traffic Signal		07/28/2026				
			Totals for YUNEX LLC:	$7,961.18			$7,961.18
ZAMBELLI FIREWORKS MANUFACTURING							
07/07/2026	276650	Invoice	07/07/2026	$18,900.00	88229	07/07/2026	$18,900.00
	Fireworks display for Independence Day Celebration		07/07/2026				
			Totals for ZAMBELLI FIREWORKS MANUFACTURING:	$18,900.00			$18,900.00
			GRAND TOTALS:	**$2,912,608.77**			**$2,912,608.77**

A total of 249 transaction(s) listed

Payroll	**7/10/2026**	**$139,787.54**
	7/24/2026	**$137,128.32**
Total Payroll		**$276,915.86**
Total Disbursement		**$3,189,524.63**

CITY COUNCIL AGENDA REPORT

MEETING DATE: August 10, 2026 **ITEM NO: 9D.**

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	N/A	N/A
Rene Trevino	N/A	N/A
Melissa Ramoso	AAPI Lead Summit 7/17-7/19	Participating in regional, state and national organizations whose activities benefit or affect the City's interests
Monica Manalo	N/A	N/A

Zeel Ahir	AAPI Lead Summit 7/17-7/19	Participating in regional, state and national organizations whose activities benefit or affect the City's interests

Additionally, Council is provided automobile reimbursement in the amount of a flat $150 per month amount as authorized in the Resolution 25-3056 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: August 10, 2026 **ITEM NO: 9E.**

TO: Mayor and Members of the City Council

SUBJECT: Second Reading and Consideration of Ordinances Regarding Design Review Process Amendments, R-1 Zone Modernization, Reasonable Accommodation Standards and Code Clean-Up

FROM: Jennifer Alderete, City Clerk

REVIEWED AND APPROVED BY:
Abel Avalos, City Manager

RECOMMENDATION:
Staff recommends that the City Council:

1. Recommendation: Adopt Ordinance No. 26-989, Amending Various Sections of Title 9 (Planning and Zoning) of the Artesia Municipal Code Relating To Streamlined Design Review Procedures, Fair Housing Consistency Revisions, Definitions Cleanup, R-1 Zone Modernization, and General Code Cleanup Amendments; And Determining That the Ordinance Is Exempt From the California Environmental Quality Act;
2. Adopt Ordinance No. 26-990, Amending Title 1 (General Provisions) of the Artesia Municipal Code To Add Chapter 8 Thereto and Establish Reasonable Accommodation Procedures Consistent With State and Federal Fair Housing Laws and Finding the Action Exempt From CEQA;
3. Find Ordinance No. 26-989 Exempt From CEQA Pursuant to Public Resources Code Section 21080.085; And
4. Find Ordinance No. 26-990 Exempt From CEQA Pursuant to CEQA Guidelines Section 15060(C)(2) and15060(C)(3).

BACKGROUND:
The City Council took action to waive further reading, and introduce Ordinance Nos. 26-989 & 26-990 on July 8, 2026.

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

Attachments

Ordinance 26-989.pdf
Ordinance 26-989 Exhibit A.pdf
Ordinance 26-989 Exhibit B.pdf
Ordinance 26-989 Exhibit C.pdf
Ordinance 26-990.pdf

ORDINANCE NO. 26-989

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, AMENDING VARIOUS SECTIONS OF TITLE 9 (PLANNING AND ZONING) OF THE ARTESIA MUNICIPAL CODE RELATING TO STREAMLINED DESIGN REVIEW PROCEDURES, FAIR HOUSING CONSISTENCY REVISIONS, DEFINITIONS CLEANUP, R-1 ZONE MODERNIZATION, AND GENERAL CODE CLEANUP AMENDMENTS; AND DETERMINING THAT THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

WHEREAS, the City of Artesia ("City") desires to amend various provisions of Title 9 of the Artesia Municipal Code ("AMC") relating to Housing Element implementation, objective development standards, zoning consistency revisions, and general code cleanup amendments; and

WHEREAS, the City Council adopted the City's 2021-2029 Housing Element and the California Department of Housing and Community Development certified the Housing Element; and

WHEREAS, the Housing Element includes implementation programs intended to reduce constraints to housing production, establish objective development standards, streamline housing approvals, modernize residential zoning regulations, and improve consistency with State housing laws; and

WHEREAS, State and Federal fair housing laws require local jurisdictions to provide reasonable accommodations in rules, policies, practices, and procedures when necessary to afford persons with disabilities an equal opportunity to use and enjoy housing; and

WHEREAS, the City's Housing Element includes programs intended to reduce barriers to housing opportunities for persons with disabilities through the establishment of a reasonable accommodation process; and

WHEREAS, the City desires to amend portions of the R-1 Single-Family Residential Zone regulations to modernize development standards, remove subjective terminology where objective standards are required, and improve consistency with State housing laws and fair housing requirements; and

WHEREAS, the City desires to amend definitions contained within Article 4 of Chapter 2 of Title 9 to modernize occupancy-related definitions, improve consistency with fair housing laws, and clarify existing development terminology; and

WHEREAS, the City desires to amend the Design Review process contained within Article 20 of Chapter 2 of Title 9 to further streamline the process; and

WHEREAS, the proposed amendments are intended to refine, clarify, correct, modernize, and improve consistency within the Artesia Municipal Code; and

WHEREAS, the City is authorized pursuant to its police power authority to adopt zoning and land use regulations to protect the public health, safety, and welfare; and

WHEREAS, on June 16, 2026, the Planning Commission conducted a duly noticed public hearing regarding the proposed amendments and adopted Resolution No. 2026-11PP recommending approval of the proposed amendments; and

WHEREAS, on July 8, 2026, the City Council conducted a duly noticed public hearing regarding the proposed amendments at which all interested persons were afforded the opportunity to be heard; and

WHEREAS, all legal prerequisites to the adoption of this 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 foregoing recitals are true and correct and incorporated herein by this reference.

SECTION 2. CEQA. The City Council finds that the proposed amendments have been evaluated pursuant to the California Environmental Quality Act ("CEQA") (Public Resources Code Section 21000 et seq.) and the State CEQA Guidelines (California Code of Regulations, Title 14, Section 15000 et seq.). The City previously certified the 2030 General Plan Program Environmental Impact Report (State Clearinghouse No. 2008011004), which analyzed anticipated residential and mixed-use development within the City. The proposed amendments implement programs contained within the City's certified Housing Element and are consistent with the development density and land use intensity previously analyzed in the General Plan environmental review. The City Council further finds that the Ordinance is exempt from further environmental review pursuant to CEQA Guidelines Sections 15061(b)(3) and 15183. The City Council further finds that it can be seen with certainty that there is no possibility that the adoption of this Ordinance may have a significant effect on the environment because the amendments primarily establish objective standards, clarify existing regulations, streamline review procedures, and implement Housing Element programs. The City Clerk is directed to file all appropriate notices required under CEQA.

SECTION 3. General Plan Consistency. Based upon the entire administrative record, all written and oral testimony, and all evidence presented, the City Council finds that the amendments adopted by this Ordinance are consistent with the City's General

Plan and certified Housing Element. The amendments implement Housing Element programs intended to:

(a) Reduce governmental constraints to housing production;
(b) Establish objective development standards;
(c) Streamline housing review procedures;
(d) Promote fair housing consistency;
(e) Modernize zoning regulations; and
(f) Improve consistency with State housing laws.
(g) Establish reasonable accommodation procedures to ensure consistency with State and Federal fair housing laws and reduce barriers to housing opportunities for persons with disabilities.

SECTION 4. Objective Standards. The City Council finds that the objective development standards adopted pursuant to this Ordinance are objective, measurable, and uniformly verifiable standards that do not require personal or subjective judgment by City officials. The City Council further finds that the amendments remove or revise subjective terminology where objective standards are required by State housing law.

SECTION 5. Fair Housing Findings. The City Council finds that the amendments adopted pursuant to this Ordinance promote equal treatment of households and consistency with State and Federal fair housing laws. The City Council further finds that occupancy standards shall be regulated through applicable building, fire, housing, and health regulations rather than the relationship of occupants. The City Council further finds that the establishment of reasonable accommodation procedures will reduce regulatory barriers and ensure equal housing opportunities for persons with disabilities.

SECTION 6. Amendments to Article 4 – Definitions. Article 4 of Chapter 2 of Title 9 of the Artesia Municipal Code is hereby amended as set forth in attached Exhibit "A" (additions underlined and deletions in ~~strikethrough~~).

SECTION 7. Amendments to Article 28 — Single Family Residential Zone (R-1). Article 28 of Chapter 2 of Title 9 of the Artesia Municipal Code is hereby amended as set forth in the attached Exhibit "B" (additions underlined and deletions in ~~strikethrough~~).

SECTION 8. Amendments to Article 20 – Design Review Cleanup. Article 20 of Chapter 2 of Title 9 is hereby amended as set forth in the attached Exhibit "C" (additions underlined and deletions in ~~strikethrough~~) to streamline Design Review procedures and remove discretionary review requirements where ministerial review is required by State law.

SECTION 9. Amendments to Title 1 – Reasonable Accommodation Procedures. Title 1 of the Artesia Municipal Code is hereby amended to add Chapter 8, Reasonable Accommodations, as set forth in attached Exhibit "D" (additions underlined).

SECTION 10. Effective Date. This Ordinance shall become effective thirty (30) days following its adoption.

SECTION 11. 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 12. 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 13. 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 this 8th day of July 2026.

_____
RENE TREVINO, MAYOR

ATTEST:

_____
JENNIFER ALDERETE, CITY CLERK

EXHIBIT A

Revisions to R1 Standards

~~ThanStrikethrough~~ = deletion
Underline = Addition

§ 9-2.2801. Intent and Purpose (R-1).

The Single-Family Residential (R-1) Zone is established to provide residential areas to be developed exclusively for one-family dwellings. Additional uses necessary and incidental to single-family development shall also be permitted.
(Ord. 159, § 32.01)

§ 9-2.2802. Principal Uses Permitted (R-1).

The following uses are allowed in the Single-Family Residential (R-1) Zone as principally permitted uses:

(a) Detached one-family dwellings containing not more than four bedrooms or rooms that may be used as bedrooms.

(b) *Small Family Day Care Home.* A small family day care home is a home that provides family day care for six (6) children or fewer children, including children under the age of ten (10) years of age who reside at the home. A small family day care home may provide care for more than six and up to eight children, without an additional adult attendant, if all of the following conditions are met:

(1) At least two of the children are at least six years of age;

(2) No more than two (2) infants are cared for during any time when more than six (6) children are cared for; and

(3) The licensee notifies each parent that the facility cares for two additional school age children and that there may be up to seven or eight children in the home at one time.

(c) Community halls, churches or other places of religious worship, and civic and public buildings, no greater than 30,000 square feet, and in existence prior to the date of the City's incorporation (May 29, 1959). These uses shall not be subject to the development standards contained in Subsections (e), (g), and (i) of Section 9-2.2805 and Article 11 of the Municipal Code. However, all uses within the scope of this Subsection (c) shall be subject to Design Review Approval pursuant to Section 9-2.2002(b) for any exterior modifications to the structure housing the said use.

(d) Two (2) or more legal nonconforming dwelling units on one (1) lot, parcel or Assessor's parcel that satisfy the criteria in Subsection (c) of Section 9-2.2102 of Article 21 of this chapter.

§ 9-2.2803. Accessory Uses Permitted (R-1).

Premises in the Single-Family Residential (R-1) Zone may be used for, but shall not be limited to, the following accessory uses provided such uses are established on the same lot or parcel of land and are incidental to, and do not substantially alter the character of any permitted principal use:

(a) Accessory buildings and structures, including private garages.
(1) Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs), as defined in, and in accordance with, Title 9, Chapter 2, Article 45.

(b) Household pets, not to exceed three (3) pets over three months old. Pygmy pigs are not to exceed one (1) per household.

(c) *Home Occupations.*

EXHIBIT A
Revisions to R1 Standards

(1) Small and unobtrusive businesses may be conducted in any primary dwelling unit upon any lot or parcel located within the R-1 Zone, provided that the following standards are met and complied with:

(i) The person conducting the business shall obtain from the City and maintain a valid City of Artesia business license.

(ii) There shall be no signs, displays, or advertisements on the premises.

(iii) There shall be no outside storage on the premises of merchandise, supplies, ~~or~~ materials, or other items associated with the operation of the business.

(iv) The home occupation shall not encroach into any required parking, setbacks, or open space areas.

(v) There shall be no excessive deliveries to or from the premises by commercial delivery vehicles.

(vi) There is no stock in trade or display maintained or otherwise stored on the premises.

(vii) The home occupation does not generate vehicular or pedestrian traffic which interfere with the use of neighboring properties or with the character of the zone.

(viii) The home occupation shall be conducted wholly within the primary dwelling, and shall be limited to 25% of the gross floor area thereof~~,~~. The floor area shall not ~~to~~ exceed 400 square feet.

(ix) No employees shall be permitted, other than the members of the immediate family who are residing at the said premises.

(x) There shall be no use of utilities or equipment beyond that which is reasonable to the use of the premises for residential purposes.

(xi) The permitted activity shall not injure or interfere with the use of neighboring properties by reason of noise, dust, lighting, vibrations, odor, smoke, glare, radio/electrical interference, or other hazards or nuisances. Noise levels at the property lines of the premises shall not exceed 45 decibels.

(xii) There shall be complete compliance with all applicable State and City statutes and ordinances, including, but not limited to, fire, building, plumbing, electrical and health code.

(xiii) No exterior or interior alteration to the residence shall be undertaken to accommodate the home occupation including, but not limited to, the creation of a separate entrance or the installation of commercial plumbing or electrical fixtures.

(xiv) No explosive, radioactive, flammable, corrosive, or other such hazardous materials shall be used in conjunction with the home occupation or stored on the premises.

(xv) No firearms or ammunition shall be purchased, sold, repaired, or traded as part of a home occupation.

(xvi) No automotive repair (body or mechanical),automotive upholstery, or painting work.

(xvii) No barber or beauty shops.

(xviii) No carpentry or cabinet manufacturing.

(xix) No medical offices, clinics, or laboratories.

(xx) No commercial storage.

(xxi) No garment manufacturing.

(xxii) Cottage Food Operations (CFO). Assembly Bill 1616, the California Homemade Food Act, was signed into law by Governor Brown on September 21, 2012, and became effective on January 1, 2013. This law allows certain foods, known as Cottage Foods, to be made in private homes and sold to the public. Individuals who own and run these homebased businesses are known as Cottage Food Operators (CFOs)

(2) No home occupation shall be permitted unless the Planning-Director shall have first issued a permit for the specific use based upon a finding that the use will comply with the criteria set forth in Subsection (1).

(3) The Planning Director may impose reasonable conditions upon the issuance of a home occupation permit as deemed necessary to carry out the intent of this section. In the event the applicant is dissatisfied with the action taken by the Planning Director, the applicant may appeal such decision to the Commission. Decisions of the Commission may be appealed to the City Council. Such appeals shall be filed within 10 days after notification of the action taken. The decision of the Council shall be final.

(4) The applicant shall sign an affidavit of acceptance demonstrating his or her agreement to comply with the provisions of this subsection. Any violation of the provisions of this subsection immediately shall cause the business license issued by the City of Artesia to become null and void.

In the event the applicant is dissatisfied with the action taken by the Planning Director, the applicant may appeal such decision to the Commission. Decisions of the Commission may be appealed to the Council. Such appeals shall be filed within 10 days after notification of the action taken. The decision of the Council shall be final.

(d) *Large Family Day Care Home.* Pursuant to California Health and Safety Code Section 1597.46 a large family day care home shall be a permitted accessory use, provided that the Planning Director first issues a large family day care home use permit. The Planning Director shall issue a large family day care home use permit if it determines that the use will comply with the requirements set forth in this subsection.

(1) Definition. "Large family day care home" shall mean a home that provides family day care for seven (7) to 12 children, inclusive of and including children under the age of ten (10) years who reside at the home. A large family day care home may provide care for more than 12 children and up to and including 14 children, if all of the conditions in Subsections (A) through (C) of this Subsection (1) are met:

(A) At least two (2) of the children are six (6) years of age or older;

(B) No more than three (3) infants are cared for during any time when more than 12 children are being cared for; and

(C) The licensee notifies each parent that the facility is caring for two (2) additional school age children and that there may be up to 13 or 14 children in the home at one time.

In addition, the definition of "large family day care home" is subject to any other definitions set forth in the California Health and Safety Code and the California Code of Regulations.

(2) Separation Standards. The minimum distance between the boundary of the parcel or lot on which the proposed large family day care home is to be located and the boundary of the nearest parcel or lot containing an existing large family day care home shall be at least 300 feet, and if such distance is more than 300 feet but less than 500 feet, then the following additional requirements shall be met:

(A) The existing large family day care home is operating at full capacity as defined in Article 1 of Chapter 3 of Division 12 of Title 22 of California Code of Regulations, including but not limited to Sections 102352 and 102416.5; or

(B) A need exists for a particular service in the immediate vicinity of the existing large family day care home, which would be met by the proposed facility and is not provided by the existing large family day care home.

(3) Perimeter Walls. In order to reduce noise impacts from the operation of the large family day care home, all open space areas used for child care purposes shall be located within the rear yard of the property, and shall be enclosed with a solid masonry wall. The masonry wall shall be at least six (6) feet and not more than eight (8) feet in height along the side and rear lot lines. This requirement may be waived or modified by the approving authority if the approving authority finds that the masonry wall is not necessary to reduce noise levels in a particular instance. This determination may be made due to the location, topography, or other physical characteristics or improvements of the property or adjacent properties, or due to adjacent noise receptors which are not sensitive to the levels of noise which may be expected from a large family day care home. A self-latching gate shall be installed to allow egress from the rear yard area to the front of the property. In addition, the operation of the large family day care home shall comply with all applicable noise regulations of the City.

(4) Additional Regulations.

(A) The large family day care home shall provide loading and unloading facilities as necessary to avoid interference with traffic and to promote the safety of children.

(B) In addition to the parking otherwise required for a single-family home by Municipal Code Section 9-2.1103(a), one (1) paved parking space shall be provided for each nonresident employee and nonresident aide.

(C) The large family day care home shall be the principal residence of the provider, and the use shall be clearly incidental and secondary to the use of the property for residential purposes.

(D) No structural changes shall be undertaken which will alter the character of the single-family residence.

(E) The operator must obtain and comply with all applicable approvals of other agencies, including State licensing and Building, Fire and Health Codes.

(F) No signs advertising the day care service shall be allowed, either on or off the premises. There shall be no entrance or exits specifically marked on the dwelling or on the premises for the conduct of the day care use.

(G) If the large family day care home is to be conducted in a rental unit, a written statement from the property owner giving his or her permission for operation of the use on the premises shall be provided to the City.

(H) The operator of the large family day care home shall obtain and maintain a current business license from the City. At the time of renewing of the business license, the operator shall submit evidence of the most current state license together with proof of the most recent state inspection of the facility.

(5) Procedure. An application for permit to operate a large family day care home shall be filed with the Director of Planning in a form provided by the Director of Planning. Such application shall be processed pursuant to the following procedures as required by State law:

(A) Notice. Not less than 20 days prior to the date the Planning Director will consider the application, notice of the application shall be mailed, by United States mail, postage prepaid, to all interested parties. For the purpose of this Subsection 9-2-2803(d)(5), "interested parties" shall mean owners shown on the last equalized assessment roll as owning real property within 100 feet of the exterior boundaries of the subject site area.

(B) Hearing. No public hearing on the application shall be held unless a hearing is requested by the applicant or an interested party on or before the thirteenth (13th) day prior to the date on which the Planning Director will consider the application. If neither the applicant nor any other interested party requests a hearing, then the Planning Director shall approve, disapprove, or conditionally approve the application without a public hearing. In the event that an applicant or an interested party requests a hearing, in a timely manner, prior to the Director of Planning's decision, the Director of Planning will notify all interested parties, as defined above, that he or she will be conducting a public hearing in his or her offices on the specified date, and that following the close of the hearing he or she will render a decision. The Director of Planning shall notify all interested parties a minimum of seven days prior to the hearing.

(C) Appeal. In the event the applicant or any interested party is dissatisfied with the decision of the Director of Planning, the applicant or any interested party may appeal the decision of the Planning Director to the Planning Commission. The decision of the Planning Commission may be appealed to the City Council pursuant to the procedures set forth in Article 19 of this chapter.

(e) Satellite antenna and other exterior devices, equipment and fixtures pursuant to Section 9-2.903 of Article 9 of this chapter.

(f) (Reserved)

(g) *Mobile Vending.* Mobile vending, subject to approval of a temporary use permit pursuant to Article 40 of this chapter, may be conducted on property utilized by a public school, nonprofit organization, church or other place of religious worship, provided that the mobile vending is conducted as part of an event sponsored by the school, organization or institution.

§ 9-2.2804. Uses Permitted Subject to Conditional Use Permits (R-1).

Premises in the Single-Family Residential (R-1) Zone may be used for the following purposes provided a Conditional Use Permit (CUP) has first been obtained pursuant to the provisions of

Article 17 of this chapter.

(a) Ambulance stations, provided that such station is located within 750 feet of a major arterial street;

(b) Civic and public buildings not otherwise covered by another provision of Article 28 of this Code.

(c) Churches and other places of religious worship not otherwise covered by another provision of Article 28 of this Code, in accordance with the development standards contained in Article 41 of this Chapter.

~~(d) One family dwellings with five or more bedrooms or rooms that may be used as bedrooms, provided that the following conditions are satisfied:~~

~~(1) The lot or parcel is adequate in size to accommodate a dwelling with five or more bedrooms and still provide open space, landscaping, and other outdoor amenities as required by this chapter.~~

~~(2) The mass and scale of the dwelling unit is harmonious with the character of the neighborhood and with the existing development pattern on abutting lots or parcels.~~

~~(3) The proposed physical orientation of the dwelling unit on the lot or parcel is appropriate for the shape of the lot, the location of outdoor living areas and the placement and orientation of surrounding homes and structures.~~

~~(4) The dwelling is designed for only single-family use.~~

~~(e)~~(d) Game courts provided that the following conditions are satisfied:

(1) The proposed game court and fence will not encroach into a required side, front or rear yard setback, unless a variance is granted therefor;

(2) The proposed game court will not be visually obtrusive when viewed from surrounding residences due to proposed landscaping around the game court or the location of the proposed game court in relationship to surrounding structures;

(3) The proposed fencing around the court will not have a substantial adverse impact on access to light for neighboring properties and will not exceed 14 feet in height at any one point. If a variance is granted to allow the court to encroach into a required yard setback, the fence in that setback will not exceed 12 feet in height;

(4) The proposed game court will not be illuminated at night by lights, unless illumination is created by utilizing lights specifically designed to avoid diffusion of light onto surrounding properties;

(5) No playing of games shall be permitted, nor shall court lights be illuminated, between the hours of 10:00 p.m. and dawn of the following day.

~~(f)~~(e) Parking lots as a supplemental use on lots or parcels of land adjoining or across an alley from any commercial or manufacturing zone;

~~(g)~~(f) Public schools;

~~(h)~~(g) Utility substations and structures, including but not limited to, water pumping stations, water reservoirs, water storage tanks and other similar facilities and structures, provided that no such

facilities shall include business offices or equipment yards;

~~(i)~~(h) Congregate living health facilities, as defined in California Health and Safety Code Section 1250, serving more than six (6) persons or having more than six (6) beds for persons, who are terminally ill and/or who are severely disabled, provided the following requirements are satisfied:

(1) The requirements set forth in Section 9-2.1704 of the Artesia Municipal Code applicable to the issuance of conditional use permits;

(2) The lot or parcel has adequate outdoor areas for all required parking, including parking required for employees and visitors while maintaining a residential appearance. In addition, an outdoor area in the rear yard shall be provided for residents and employees of the facility;

(3) The structure and lot to be utilized comply with any and all development standards applicable to single family dwellings except as otherwise provided in this subsection;

(4) The structure and lot or parcel to be utilized are physically and aesthetically compatible with surrounding structures and lots and the character of the neighborhood;

(5) The proposed facility will provide loading and unloading facilities as may be necessary to protect and ensure the safety of persons unloading or loading and to avoid interference with traffic;

(6) In addition to the parking otherwise required for single-family residences pursuant to this Code, one (1) paved parking space shall be provided for each nonresident employee or aide;

(7) No signage advertising the facility shall be allowed on or off the premises;

(8) Facilities necessary to accommodate medical waste shall be provided in a State authorized container that is secured and out of public access and public view;

(9) The applicant applies for and obtains ~~Development Review Board~~ Planning Commission approval of the proposed structure, site plan, landscaping, general design and development, setbacks, height, and vehicle and pedestrian ingress and egress, pursuant to Section ~~9-2.703~~ 9-2.701 of the Artesia Municipal Code;

(10) The applicant/operator obtains and maintains a current business license from the City. At the time of obtaining and/or renewing the required business license, the applicant/operator shall submit evidence of having obtained the necessary and current State license together with proof of the most recent inspection by the State of the facility; and

(11) The facility shall be operated in a manner that complies with the City of Artesia Noise Ordinance.

(12) The operator, as part of the application process, shall state whether the operator, or any business operating a congregate living health facility wherein the operator has or had a 10% or greater ownership interest, has had any State license or City or County approval to operate such facility suspended or revoked~~,~~. This includes ~~including~~ the dates and locations of all such suspensions or revocations.

~~(j)~~(i) Community halls not otherwise covered by another provision of Article 28 of this Code.

§ 9-2.2805. Development Standards (R-1).

Premises in the Single-Family Residential (R-1) Zone shall be subject to the following development standards in addition to those standards set forth in Article 6 through 15 of this chapter:

(a) *Lot Area.*

(1) Except as otherwise provided in Article 8 of this Chapter, each lot or parcel of land created after March 8, 1971, shall have a minimum lot area of not less than the number following the zoning symbol. Where no number follows the zoning symbol, the required area shall be 6,000 square feet.

(2) The lot area per dwelling unit shall be the same as the area in the lot or parcel in the same ownership.

(b) *Lot Width.* Except as otherwise provided in Article 8 of this chapter, each lot or parcel of land created after March 8, 1971, shall have a minimum average lot width of not less than 50 feet.

(c) *Yards.* Except as otherwise provided in Article 9 of this chapter, the following yard requirements shall apply:

(1) Front Yards. Each lot or parcel of land shall have a front yard not less than 20 feet in depth.

(2) Side Yards. Each lot or parcel of land shall have a side yard not less than 10% of the width of the lot, but which shall be a minimum of three (3) feet in width, and which need not exceed five (5) feet in width, except on the street side of a corner or reversed corner lot, which shall have a side yard of not less than ten (10) feet in width. An accessory building or detached or attached garage, constructed in the side yard, shall be located a minimum of ~~five~~ four (4) feet from the side property line and shall not project into the front yard, except that an accessory building or detached garage constructed on the rear 1/3 portion of a lot may be located a minimum of three (3) feet from the side property line. Notwithstanding the preceding sentence, on the street side of a corner or reversed corner lot, an accessory building or detached or attached garage shall be located a minimum of ten (10) feet from the side property line, and shall not project into the front yard.

The Planning Director may grant an administrative variance to the provisions of this subparagraph (Side Yards) to allow a detached garage or accessory building ~~which is a minimum of six feet from the primary structure~~ to be located less than ~~five~~ four (4) feet from the side property line, so long as it does not project into the front yard and the procedures and criteria for the grant of administrative variance as set forth in Section 9-2.1705 of this Chapter have been satisfied.

(A) Reduction in Side Yards. A side yard of less than the required width but measuring not less than three (3) feet, and which was lawfully created shall be permitted to continue in the same form for the life of the existing building.

Single-story additions to a building may follow the same building line on such side, so long as the side yard adjoining the addition is not less wide than the narrowest permitted portion of the reduced side yard adjoining the original (existing) building, is not on the street side of a reversed corner lot or parcel, and the front and rear yards conform to the provisions of this section.

(3) Rear Yards. Each lot or parcel of land shall have a rear yard not less than five (5) feet in depth~~. An accessory building or a detached or attached garage, constructed in the rear yard, shall be located a minimum of five feet from the rear property line, except that an accessory building or detached garage constructed on the rear 1/3 portion of a lot may be located a minimum of three feet from the rear property line.~~, except as provided below:

(A) Street or Alley Abutting Rear Yards. Where a rear property line abuts a public or private street or alley, the minimum rear yard setback may be reduced to four (4) feet, as measured from the rear property line.

(B) Accessory Structures and Detached Garages. Accessory structures or a detached or attached garage, constructed in the rear yard, shall be located a minimum of four feet from the rear property line, except that an accessory building or detached garage constructed on the rear 1/3 portion of a lot may be located a minimum of three (3) feet from the rear property line.

(C) The Director of Planning may grant an administrative variance to the provisions of this subparagraph (Rear Yards) to allow a detached garage or accessory building ~~which is a minimum of six feet from the primary structure~~ to be located less than ~~five~~ three (3) feet from the rear property line, so long as the procedures and criteria for the grant of administrative variances as set forth in Section **9-2.1705** of this chapter have been satisfied.

(D) Encroachments Prohibited. Except as otherwise authorized by the owner of the easement or public agency having jurisdiction, no structure shall encroach into any required public right-of-way or easement.

(d) *Additional Development Standards for the Location of Accessory Structures, Including Garages.*

(1) A garage may project into the front yard five (5) feet where the garage door opens 90 degrees to the street line.

(2) A detached or attached garage where the opening faces a street, shall be located at a minimum of 25 feet from the street line.

(3) An accessory structure, including a garage having an opening of more than six (6) feet wide facing an alley, shall be located not less than six (6) feet from the property line of such an alley.

~~(4) A detached garage or accessory building shall be located a minimum of six feet from the primary structure.~~

(e) *Height Limits.* No lot or parcel shall have a dwelling unit in excess of two (2) stories or 30 feet in height, nor an accessory structure including a garage in excess of one (1) story or 17 feet in height, whichever is lowest.

(f) *Lot Area Building Coverage.* No more than 50% of the lot area of any lot or parcel of land shall be covered by roofed structure(s) of any kind.

(g) *Front Yard Area Landscaping Requirements.* A minimum of 40% of the front yard area of any lot or parcel in the Single-Family (R-1) Zone shall be improved and maintained with landscaping, as such term is defined in this Code. The required landscaping shall be maintained in accordance

with the following standards:

(1) Landscaping shall be provided with a permanent, fixed automatic irrigation system adequate to meet the water needs of all landscape material. Irrigation systems shall be designed to minimize maintenance and water consumption, and the irrigation systems shall be properly designed and installed to ensure that overspray onto fences, walls and structures is eliminated to the maximum extent feasible.

(2) Landscaping shall be maintained in a neat, clean, and healthy condition. This shall include proper pruning, mowing of lawns, weeding, removal of litter, fertilizing, and the regular watering of all plants. Any damaged, dead, diseased, or decaying plant material shall be replaced in an expeditious manner. Plants shall be maintained free of disease and free of infestations of insects, animals, or other pests. Bare spots in lawns or planters shall be promptly revegetated. Customary maintenance shall include the provision of adequate irrigation, based on the microclimate, and regular application of fertilizer, based on the needs of the plant. Pruning and mowing shall conform to the commonly used standards for each species; however, in no case shall landscaping be allowed to become overgrown. Examples of overgrown landscape materials include:

(i) Lawn grass species: Lawn grass that has exceeded eight inches in height, plants that have established seed heads, lawns that have become thatched and matted, or lawns that have become infested with herbaceous weeds.

(ii) Shrubs and decorative grasses: Plants that have grown so large as to block natural light from entering windows, extend over property lines, extend over roof peaks or eaves, or strangle other plants.

(iii) Trees: Plants which display sucker growth, have grown to a height or canopy width which impairs the normal illumination of streetlights, extend over property lines, interfere with overhead lines or cause more than one inch displacement in any sidewalk pavement.

(h) Landscape accessories, when located within the front or side yard setback, shall not exceed three feet six inches when measured from the ground level, and shall not encroach into or overhang the sidewalk or public right-of-way. Landscape accessories, when located in a front or side yard but outside of the front or side yard setback may not exceed six feet when measured from the ground level, unless reviewed and approved by the Planning Director or designee pursuant to administrative review and approval provisions of Section 9-2.1509 of this Code.

(i) *Outdoor Living Space.* A minimum of 9% of the lot area of any lot or parcel of land shall be designed for and designated as outdoor living space. One dimension of the outdoor living space area shall be a minimum of 10 feet in length. Off-street parking spaces, driveways, and pedestrian accessways to buildings or front yards shall not constitute or contribute to outdoor living space calculations.

(j) *Off-Street Parking.* Each lot or parcel shall comply with the parking requirements set forth in Article 11 of this chapter.

(k) *Parking of Commercial Vehicles Prohibited.* On and after November 9, 1988, no vehicle which is registered for commercial purposes pursuant to the applicable provisions of the Vehicle Code of the State of California and which exceeds three tons in unladen gross weight shall be parked or left standing on any part of any R-1 zoned property in excess of 30 consecutive minutes unless actual loading or unloading of said vehicles is in progress

on said property.

(l) *Signs*. Each lot or parcel of land may have signs which are allowed within this zone pursuant to the provisions of Article 12 (Signs) of this chapter.

(m) *Building Standards.*

(1) No structure shall be constructed with a roof slope of less than 3/12 with a minimum six-inch eave, unless approved by the Planning Director. If an existing structure has a roof with a slope or eaves that do not conform to the requirements of this Subsection (m)(1), then notwithstanding Section 9-2.2102(a)(2), an addition to the structure shall not result in termination of the nonconforming rights to the roof slope and eave dimensions of the existing structure, nor shall the addition be required to conform to the provisions of this paragraph, provided that the roof slope and eave dimensions on the addition match those of the existing structure, and provided further that the addition does not result in the total floor area of the structure being increased by 100% or more;

(i) Except as otherwise required by law, the roof slope requirement of 3/12 set forth in Subsection (~~l~~)(m)(1), Building Standards, of this Section 9-2.2805 shall not apply to non-enclosed patio covers constructed in compliance with Title 9 of the Artesia Municipal Code.

(2) Except as otherwise permitted by law, all structures, including, but not limited to, residential structures, garages, and carports, shall ~~have an exterior siding of brick, wood, stucco, concrete, stone or similar material approved by the City Manager or designee. Reflective, glossy, polished and/or roll formed type metal siding is prohibited;~~ consist of one or more of the following:

(i) Siding of brick;

(ii) Wood;

(iii)Stucco;

(iv)Concrete;

(v) Stone;

(vi) Prohibited materials include:

(i) Reflective Metal Siding;

(ii) Mirror-finished or highly polished surfaces;

(iii)Glossy, and/or roll-formed type metal siding.

(3) Except as otherwise permitted by law, all structures, including, but not limited to, residential structures, garages, and carports, shall ~~have~~ utilize a roof constructed of clay or concrete tile, concrete or cement composition tile, synthetic tile, slate, fire resistant wood shakes or shingles, o r asphalt composition~~, or other similar roofing materials approved by the City Manager or designee~~;

(4) Except as otherwise permitted by law, the exterior walls of a chimney shall be constructed of brick, wood, stucco, concrete, or stone ~~or similar material approved by the City Manager~~

~~or designee~~. The exterior walls of a chimney shall not be constructed of metal;

(5) A water heater, which is adjacent to and accessible from the exterior of a structure, shall be enclosed with a siding material that is ~~similar or complementary to the siding material used on the~~ the same material found on the exterior of the adjacent structure~~;~~. A tankless water heater may remain unenclosed but shall not be visible from the public right of way or located on the front façade of the home.

(6) No primary residential structure shall be constructed with a floor area of less than 800 square feet when computed by the exterior dimensions of the building;

(7) The main entrance of a primary residential structure on any type of lot shall ~~face the front yard of the property, and any other main entrance orientations shall be subject to approval by the City Manager or designee, which approval shall include a finding that said orientation is necessary because of the unique size or shape of the lot or unique circumstances applicable to the lot~~ be oriented toward the front lot line and connected to a pedestrian pathway with a minimum width of three (3) feet;

(8) The primary front façade of a residential structure on any type of lot shall include ~~a three foot minimum offset, projection, or combination of offset and projection, which shall be measured by the distance between the face of the front façade and the face of the offset or projection, or between the face of the offset and the face of the projection~~ at least one of the following:

(a) A projection or recess of at least three (3) feet in depth and four (4) feet in width; or

(b) A covered porch a minimum of four (4) feet in width.

(9) The finished floor of a residential structure shall not exceed a height of 18 inches above the finished grade of the subject property at any point around the perimeter of the structure;

(10) All garage doors shall be roll-up doors;

(11) Reflective and unpainted ~~Metal or~~ aluminum porch coverings, patio coverings, and door or window awnings shall be prohibited;

(12) Manufactured and Mobile Homes may be placed on a lot in the Single-Family Residential (R-1) Zone if:

(i) The mobile home or manufactured home is occupied only as a single-family residential use;

(ii) All requirements of the zoning ordinance and development standards applicable to residential structures are met;

(iii) The mobile home or manufactured home is attached to a permanent foundation system meeting all applicable building regulations and Section 18551 of the Health and Safety Code;

(iv) The minimum lot size and setback for the zone are met; and

(v) Ten (10) or fewer years have elapsed between the date that the mobile home or manufactured home was constructed and the date the application to install the mobile home or manufactured home was deemed complete.

(13) Air Conditioning Unit(s). The installation, placement, and location of air conditioner unit(s), including window, wall and rooftop units, shall comply with the following standards:

(1) Window and wall air conditioning units shall not be located: (i) in or facing the front yard or visible from the public-right-of-way; or (ii) in or facing a side yard of a corner lot that is adjacent to a street.

(2) Rooftop air conditioner units shall not be permitted unless: (i) located on the rear 50% portion of the roof and not on the front facing hip of the roof; and (ii) screened from public view from all sides with a screening structure, which is designed to match the existing roof architecture, color and material to the maximum extent practicable.

(n) ~~The applicant shall obtain site plan approval for two story houses from the City Manager or designee. The approval shall be considered pursuant to the standards for development review approval as provided in Section 9-2.702 of the Artesia Municipal Code, as well as a requirement that the application be reviewed and conditioned as necessary to protect, to the maximum extent reasonably feasible, the privacy of adjoining properties. This review also shall require specific approval of the parking design~~. One-Story Objective Standards

(1) In addition to the above requirements, one-story residential structures shall comply with the following:

(a) Building Mass and Wall Plane Length. Any street-facing façade exceeding 40 feet in length shall incorporate at least one (1) of the following:

(i) A projection or recess with a minimum depth of 12 inches and width of 8 feet; or

(ii) A change in exterior material covering at least 20% of the façade; or

(iii) A roofline variation of at least 12 inches

(b) Façade Articulation. Street-facing façades shall incorporate at least two (2) of the following:

(i) Covered porch or entry feature with a minimum depth of 4 feet

(ii) Windows covering at least 15% of the façade width

(iii) A projection or recess (min. 12 inches depth)

(iv) A change in exterior material (min. 20% of façade)

(c) Windows. New windows shall:

(i) Match the predominant orientation (vertical or horizontal) of the primary dwelling, and

(ii) Window frame materials and glazing may vary to comply with applicable energy efficiency requirements

(d) Materials

(i) A change in exterior material covering at least 20% of the façade.

(o) Two Story Objective Standards

(1) In addition to the above requirements, two-story residential structures shall comply with the following:

(i) Windows. Windows shall be oriented in the same vertical or horizontal configuration as the predominant window type on the primary dwelling or the existing accessory structure.

(i) New windows shall be made of the same window materials as those of the primary dwelling unit or accessory structure.

(d) Design. The second story shall be designed in the same architectural style as the first floor.

(p) Exterior Colors

(1) Exterior wall colors shall be selected from the City's community design guidelines or an-approved color palette maintained by the Community Development Department.

(2) Fluorescent, neon, metallic, or highly reflective colors shall be prohibited on exterior wall surfaces.

(3) Accent colors may be used on the following, provided the accent color does not exceed 15% of any street-facing façade wall area:

(i) Trim;
(ii) Entry doors;
(iii) Shutters;
(iv) Awnings; or
(v) Architectural features,

(4) All exterior color schemes shall consist of:

(i) One (1) primary color;
(ii) Up to two (2) secondary colors; and
(iii) One (1) accent color.

EXHIBIT B

Revisions to Definitions

~~Strikethrough~~ = deletion
Underline = Addition

§ 9-2.406. "E" Words and Phrases.

Eligible facilities request has the meaning as set forth in 47 C.F.R. Section 1.6100(b)(3), or any successor provision.

Emergency shelter shall have the same definition as set forth in Government Code Section 65582(g) and Health and Safety Code Section 50801, as may be amended: "'Emergency shelter' means housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less within any 12-month period by a homeless person. No individual or household may be denied emergency shelter because of an inability to pay." ~~means a facility that provides immediate and short-term housing and may offer supplemental services to homeless persons or families on a first-come, first-serve basis where people must vacate the facility each morning and have no guaranteed bed for the next night. Supplemental services may include counseling, food, and access to social programs.~~

Entertainer, Adult-Oriented. Adult-oriented entertainer means a person who, for any form of consideration, performs at an adult-oriented business. Such persons shall constitute "entertainers" regardless of their legal relationship (e.g., employee, owner or independent contractor) with the adult-oriented business.

Equipment cabinet means a cabinet or structure used to house equipment associated with a wireless, hard wire, or cable communications facility.

Explosive means any explosive substance having a power equal to, or greater than that of, ordinary black powder, including, but not limited to, blasting caps, detonating, fulminating, or electric caps, gun powder, and dynamite, but excluding fixed ammunition for small arms.
(Ord. 159, § 15.05; Ord. 549, § 9; Ord. 13-798, § 6; Ord. 23-945, 8/17/2023)

§ 9-2.407. "F" Words and Phrases.

Family means one or more ~~a person or~~ persons ~~, related by blood, marriage, or adoption, living together~~ occupying a dwelling unit as a single housekeeping unit. (See "Single Housekeeping Unit.") ~~in a bachelor apartment or dwelling unit. Family shall also include a group of not more than five persons, including roomers but excluding servants, unrelated by blood, marriage, or adoption, living together as a single housekeeping unit in a dwelling unit.~~

Fast food drive-through restaurant means a restaurant specializing in food that can be prepared and served quickly and that is designed for ready availability, use, or consumption with direct ordering by, and food delivery to, patrons while in their vehicles, through the use of a drive-up window and drive-through lane(s).

FCC means the Federal Communications Commission or its lawful successor.

Fence means a barrier intended to prevent intrusion or to mark a boundary.

Flag means a piece of fabric or plastic of distinctive design that is used as a symbol for a

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nation, governmental entity, religious entity or other organization or that is used to signal or attract attention.

Floor area means the total horizontal area of all the floors of a building measured from the exterior surface of the outside walls, including all floors below the ground level, and excluding vents, elevator and equipment shafts, interior open-air courts, exterior stairways and stairways outside of the enclosed building, utility rooms and janitorial closets not exceeding 50 square feet for each such room per building, trash enclosure or refuse areas, and unenclosed open-air common hallways or walkways.

(§ 9-2.407,§ 9-2.413)

Floor area ratio means the numerical value obtained through dividing the aboveground floor area of a building by the total area of the lot or parcel of land on which such building is located.

Freeway means a highway to which the owners of adjoining lands have no right or easement of access to or from their adjoining lands, or to which such owners have only limited or restricted right or easement of access, and which freeway is declared to be such in compliance with the Streets and Highways Code of the State, including principal roadways, interchange roadways connecting one freeway with another, and ingress and egress ramps connecting the freeway with other streets or highways, but excluding frontage roadways.

Front Lot Line. (See *Lot Line, Front*, Section 9-2.413 of this article.)

Front Yard. (See *Yard, Front*, Section 9-2.426 of this article.)

Front yard area means the portion of a lot or parcel of land extending across the full width of the lot or parcel of land and from the front lot line to the front wall of the main building. The phrase "front yard area" is distinguishable from the phrase "front yard," as separately defined in this article.
(Ord. 159, § 15.06; Ord. 512, § 2; Ord. 685, § 7; Ord. 08-736 § 8; Ord. 09-743, § 6; Ord. 11-765, § 4; Ord. 11-769, § 9; Ord. 23-945, 8/17/2023)

§ 9-2.413. "L" Words and Phrases.

Landscaping means the planting and maintenance of some combination of trees, shrubs, vines, groundcovers, flowers, or lawns. In addition, the combination or design may include natural features, such as rock and stone, and structural features, including, but not limited to, fountains, reflecting pools, art works, screens, walls, fences, and benches.

Landscape accessories means accessories such as, but not limited to, statues, fountains, ornaments, sculptures, monuments, and any other art, ornamental or structural feature that is located in the front or side yard.

Lot means:

(1) A parcel of real property which is shown as a lot in a subdivision as a final map with a number of other designation on plat recorded in the office of the County Recorder;

(2) A parcel of land the dimensions or boundaries of which are defined by a record of survey recorded pursuant to the provisions of the Subdivision Map Act of the State in the office of the County Recorder; or

(3) A parcel of land registered under the Land Title Law (Torrens Title) and held under separate ownership from adjacent property on April 7, 1971.

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Lot area means the total area, measured in a horizontal plane, included within the lot lines of a lot or parcel of land.

Lot, corner. Corner lot means a lot or parcel of land situated at the intersection of two or more streets or highways which have an angle of intersection, measured within such lot or parcel of land, of not more than 135 degrees.

Lot depth means the horizontal distance between the front and rear lot lines, measured in the general direction of the side lot lines.

Lot, key. Key lot means an interior lot adjoining the rear lot line of reversed corner lot.

Lot line, front. Front lot line means a line separating an interior lot from a street or highway or a line separating the narrower street frontage of a corner lot from the street or highway.

Lot line, rear. Rear lot line means a lot line which is opposite and most distant from the front lot line. For a triangular or gore-shaped lot, the rear lot line shall mean a line 10 feet in length within the lot, which line is parallel to the front lot line or parallel to the chord of a curved front lot line and at the maximum distance from the front lot line.

Lot, reversed corner. Reversed corner lot means a corner lot the side lot line of which is substantially a continuation of the front lot line of a lot or parcel of land which adjoins the rear lot line of such corner lot.

Lot line, side. Side lot line means any lot boundary line which is not a front lot line or a rear lot line.

Lot, through. Through lot means an interior lot having a frontage on two streets and/or highways.

Lot width means the horizontal distance between the side lot lines measured at right angles to the lot depth line at a distance midway between the front and rear lot lines.

Low Barrier Navigation Center shall have the same definition as set forth in Government Code Section 65660(a), as may be amended, which states: "'Low Barrier Navigation Center' means a Housing First, low-barrier, service-enriched shelter focused on moving people into permanent housing that provides temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter, and housing. A Low Barrier Navigation Center may be non-congregate and relocatable. 'Low Barrier' means best practices to reduce barriers to entry, and may include, but is not limited to, the following:

(1) The presence of partners if it is not a population-specific site, such as for survivors of domestic violence or sexual assault, women, or youth.

(2) Pets.

(3) The storage of possessions.

(4) Privacy, such as partitions around beds in a dormitory setting or in larger rooms containing more than two beds, or private rooms.

(Ord. 159, § 15.12)

§ 9-2.420. "S" Words and Phrases.

Salvage Yard. (See *Junk and salvage yard*, Section 9-3.411 of this article.)

Sanitarium and *sanatorium* means the same as hospital. (See *Hospital*, Section 9-2.409

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of this article.)

School means: (i) any child or day-care facility; and (ii) any institution of learning for minors, whether public or private, offering instruction in the courses of study required by the California Education Code and maintained pursuant to standards set by the State Board of Education. This definition includes a nursery school, kindergarten, elementary school, middle or junior high school, senior high school, or any special institution of education, but it does not include a vocational or professional institution of higher education, including a community or junior college, college or university.

Secondary Highway. (See *Highway, Secondary*, Section 9-2.409 of this article.)

Semi-nude means a state of dress in which clothing covers no more than the genitals, pubic region, buttocks, areola and nipple of the female breast, as well as portions of the body covered by supporting straps or devices.

Service provider means any authorized provider of personal wireless services.

Shared parking means the counting of parking spaces as satisfying the required parking for more than one use or business located on the same lot or parcel of land.

Side Lot Line. (See *Lot Line, Side*, Section 9-2.413 of this article.)*Sign* means any method of display, or part thereof, for visual communication, which shall include any announcement, declaration, demonstration, display, illustration, or insignia, which is used to advertise or promote the interests of any person, business, group, or enterprise, including "accessory signs" and "outdoor advertising." (See *Sign, Accessory*, below, and *Outdoor advertising*, Section 9-2.416 of this article, respectively.)

Sign, accessory means any sign other than outdoor advertising. (See *Outdoor advertising*, Section 9-2.416 of this article.)

Sign, hanging means any sign hung or suspended below a marquee, eave, canopy, or cantilevered covered walkway in such a manner that the sign is parallel to the building façade or fascia.

Sign, monument means a low-profile, free-standing sign structure mounted on a short, solid base that is affixed to the surface of the ground.

Sign, off-premises means a commercial sign which displays any message directing attention to a business, product, service, profession, commodity, activity, event, person, institution, or other commercial message which is generally conducted, sold, manufactured, produced, offered, or occurs elsewhere than on the premises where such sign is located.

Sign, pole means any freestanding sign structure mounted on a column or pole or columns or poles where the bottom of the sign face is more than one foot from the surface of the immediately surrounding ground area or where the height of the sign structure is greater than five feet from the surface of the immediately surrounding ground area.

Sign, projecting means a sign which is supported by and projects from a wall or parapet in excess of 12 inches from the wall or parapet with the display surface of the sign in a plane that is not parallel to the building façade or fascia.

Sign, roof means a sign that is mounted on the roof of a building, or which is dependent upon a building for support, and which projects above the highest point

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of a building with a flat roof, the eave line of a building with gambrel, gable, or hip roof, or the deck line of a building with a mansard roof.

Sign, temporary means any handbill or sign that is not designed, constructed, rated, or intended for permanent display on the property, including those made of paper, cardboard, cardstock, cloth, or other signs that are not permanently affixed to the ground or building. In the case of property in any commercial or industrial zone, it shall also mean any handbill or sign, other than a temporary banner authorized by this Code, that displays a message unrelated to the commercial or industrial activity conducted on the site.

Sign, vehicle means a sign that is attached, affixed, painted, posted, displayed, or otherwise maintained on a vehicle (as that term is defined by the California Vehicle Code), but shall exclude any sign on a vehicle that displays an advertisement or business identification of its owner, so long as such vehicle is engaged in the usual business, work, or conduct of the owner, and not used or parked primarily to display advertisements.

Sign, wall. (See *Wall sign*, Section 9-2.424 of this article).

Single Housekeeping Unit means use of a dwelling unit in a way that satisfies each of the following criteria:

(1) The residents have established ties and familiarity and interact with each other.

(2) Membership in the single housekeeping unit is fairly stable as opposed to transient or temporary.

(3) Residents share meals, household activities, expenses, or responsibilities.

(4) All adult residents have chosen to jointly occupy the entire premises of the dwelling unit and they each have access to all common areas.

(5) If the dwelling unit is rented, each adult resident is named on and is a party to a single written lease that gives each resident joint use and responsibility for the premises.

(6) Membership of the household is determined by the residents not by a landlord, property manager or other third party.

(7) The residential activities of the household are conducted on a nonprofit basis.

(8) Residents generally do not have separate entrances or separate secured food-storage facilities such as cabinets or refrigerators.

Small cell facility has the same meaning as "small wireless facility" in 47 C.F.R. 1.6002(1), or any successor provision.

Specified anatomical areas means the following:

(1) Less than completely and opaquely covered human: (i) genitals or pubic region, (ii) buttocks, and (iii) female breast below a point immediately above the top of the areola;

(2) Human male genitals in a discernibly turgid state, even if completely and opaquely covered;

(3) Any device, costume or covering that simulates any of the body parts included in subparagraphs (1) or (2) above.

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Specified sexual activities means the following, whether performed directly or indirectly through clothing or other covering:

(1) The fondling or other erotic touching of human genitals, pubic region, buttocks, anus, or female breast;

(2) Sex acts, actual or simulated, including intercourse, oral copulation, or sodomy;

(3) Masturbation, actual or simulated;

(4) Excretory functions as part of, or in connection with, any of the other activities described in subparagraphs (1) through (3) above.

Sports and recreational facilities means establishments for the purposes of sports education, training, and recreation, including establishments with indoor use of basketball courts, tennis courts, batting cages, golf, soccer, or other similar activities and excluding facilities where the principal use is the general non-sport oriented, physical fitness or training of its members, such as gymnasiums, health clubs and spas.

Stealth design means improvements or treatments added to a wireless communication facility which are intended to make the facility look like something other than a wireless tower or base station or to mask or blend the proposed facility into the existing structure or visual backdrop in such a manner as to render it minimally visible to the casual observer.

Story means that portion of a building included between the upper surface of any floor and the upper surface of the floor next above, except that the topmost story shall be that portion of a building included between the upper surface of the topmost floor and the ceiling or roof above. Story shall include basements but not cellars.

Story, Half. Half-story means a story with at least two of its opposite sides situated immediately under a sloping roof, with the floor area of such story not in excess of two-thirds of the floor area of the floor immediately below.

Street means a public or private right-of-way, other than a parkway, major or secondary highway, freeway, or alley, whose function is to carry vehicular traffic and/or provide vehicular access to abutting property.

Structure means anything constructed or erected which requires a fixed location on the ground or is attached to something having a fixed location on the ground.

Structure, Advertising. Advertising structure means a structure existing, erected, or maintained to serve exclusively as a stand, frame, or background for the support or display of signs.

Structure, Nonconforming. Nonconforming structure means any structure or improvement which was lawfully established and in compliance with all applicable laws prior to the adoption of this chapter or any amendment thereto, but which, by reason of such adoption or amendment, no longer complies with all of the applicable regulations and standards of the zone in which the structure or improvement is located.

Structure, support means any structure any structure capable of supporting a base station.

Supportive housing has the same definition as set forth in Government Code

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Section 65582(n), as may be amended, which states: "'Supportive Housing' means housing with no limit on length of stay, that is occupied by the target population, and that is linked to an onsite or offsite service that assists the supportive housing resident in retaining the housing, improving their health status, and maximizing their ability to live and, when possible, work in the community."~~means housing with no limit on length of stay, that is occupied by the target population,and that is linked to on-site or off-site services that assist the supportive housing residents in retaining the housing, improving his or her health status, and maximizing .his or her ability to live and when possible, work in the community.~~ In accordance with Government Code Section 65583(c)(3), supportive housing is considered a residential use of property and shall be subject only to those restrictions that apply to other residential dwelling of the same type in the same zone. Furthermore, supportive housing that satisfies the requirements of Government Code Section 65650 et seq. shall be a use by right in all zones where multifamily and mixed-uses are permitted.

(Ord. 159, §§ 15.14, 15.19; Ord. 330, § 2; Ord. 529, § 5; Ord. 549, § 13; Ord. 621, § 2;
Ord. 632, § 6; Ord. 642, § 6; Ord. 658, § 7; Ord. 671, § 7; Ord. 08-737 § 6; Ord. 12-785, §§ 4—6; Ord. 13-798, § 7; Ord. 17-841, § 4; Ord. 19-875, §§ 6, 7; Ord. 23-945, 8/17/2023)

§ 9-2.421. "T" Words and Phrases.

Take-out restaurant means a restaurant where food is prepared and sold principally for consumption off-site.

Three-Family Dwelling. (See *Dwelling, Three-Family*, Section 9-2.405 of this article.)

Through lot. (See *Lot, Through*, Section 9-2.413 of this article.)

Tower has the meaning as set forth in 47 C.F.R. Section 1.6100(b)(9), or any successor provision.

Transitional housing has the same definition as set forth in Government Code Section 65582(q), as may be amended, which states: "Transitional Housing' means buildings configured as rental housing developments, but operated under program requirements that require the termination of assistance and recirculating of the assisted unit to another eligible program recipient at a predetermined future point in time that shall be no less than six months from the beginning of the assistance." ~~means buildings configured as rental housing developments, but operated under program requirement that call for the termination of assistance and recirculation of the assisted unit to another eligible program recipient at some predetermined future point in time, which shall be no less than six months.~~ In accordance with Government Code Section 65583(c)(3), transitional housing shall be considered a residential use of property and shall be subject only to those restrictions that apply to other residential dwelling of the same type in the same zone.

Trellis means a landscape feature within a garden or yard area of a lot that may or may not be constructed with lattice, and is designed to provide decoration, shade or both, and which does not have a solid material roof or side. A trellis that is used to support grape vines or other vines is a grape arbor or other arbor.

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Two-Family Dwelling. (See *Dwelling, Two-Family*, Section 9-2.405 of this article.) (Ord. 159, § 15.20; Ord. 07-724, § 7; Ord. 08-736 § 9; Ord. 13-798, § 8; Ord. 23-945, 8/17/2023)

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EXHIBIT C
Revisions to Design Review

~~Strikethrough~~ – Deleted Text
Underline – Added Text

Article 20
Design Review

§ 9-2.2001. Purpose of Design Review Approval.

~~The provisions of this article are intended to establish a process by which certain types of development projects and structures are subject to a discretionary review approval process before the City's Planning Commission, and under specified circumstances before the City Council or Planning Director, to ensure that the site plan, building layout, size, shape, scale, mass, height, architectural design, architectural components, materials, colors, landscaping and other aspects of the physical plan for the development project are compatible with neighboring developments, are appropriate for the site, and achieve the highest level of design that is feasible for the project. The City intends to use this process to improve the aesthetic character of the community, to preserve and enhance property values, protect adjacent properties from adverse impacts caused by development projects, to assist private and public developers to be more cognizant of public concerns for the aesthetics of projects, and to bring about a community that is safe, functional and attractive~~

The purpose of Design Review is to ensure that the design is based upon the general character of the neighborhood, design quality, development, compliance with the provisions of applicable laws, consistency with the design of the neighborhood in which the development is located, compliance with development standards, guidelines, applicable Specific Plan standards, and the General Plan.

§ 9-2.2002. Projects Subject to Design Review Approval by Planning Commission or Staff.

(a) The following categories of development projects shall be subject to the design review approval process specified in this article and shall be submitted to the Planning Commission or Planning Director for approval, as specified in Table 9-1 below. Design Review approval shall be required before the issuance of a building or grading permit for certain types of construction activity.

~~(1) Any building or structure requiring a building permit, or the modification of the exterior design of an existing structure or element thereof, including architectural accents, that are located on a site in any zone other than the Agricultural-Single Family Residential (A-1), Single Family Residential (R-1), or Medium Density Residential (M-D-R) Zones, or the Multiple Residential (M-R) Zone only if the building or structure is a one family dwelling unit; and~~

~~(2) Any building or structure requiring a building permit, or the modification of the exterior design of any existing structure or element thereof, that is located in the Agricultural-Single Family Residential (A-1), Single Family Residential (R-1) or Medium Density Residential (M-D-R) Zones that is designed for use other than as a dwelling unit or dwelling units; and~~

~~(3) Any major wall sign as specified in Article 12 or 12.5 of this chapter.~~

TABLE 9-1
REVIEW AUTHORITY FOR DESIGN REVIEWS

Type of Construction Activity	Role of Review Authority (1)	
	Planning Commission	City Council
Residential construction: 11 or more dwelling units **(4)(5)**	Decision	Appeal
Mixed-use projects: 5 or more dwelling units and/or nonresidential construction of 1,001 square feet or more of gross floor area. **(4)(5)**	Decision	Appeal
Nonresidential construction: 5,000 square feet or more of gross floor area **(4)(5)**	Decision	Appeal
Any Major Wall Sign: Specified in Article 12 or 12.5 of this Chapter. **(4)(5)**	Decision	Appeal
Major wireless communications facility as specified in Article **42**.	Decision	Appeal
Sites: that have been zoned for commercial cannabis uses; and where the property owner or tenant has been issued a valid commercial cannabis permit. **(4)(5)**	Decision (2)(3)	Appeal

Note:

(1) Decision" means that the review authority makes the final decision on the matter; "Appeal" means that the review authority may consider and decide upon appeals to the decision of an earlier decision-making body, in compliance with Section 9-2.1807 (Appeals).

(2) Major modifications of the exterior design of an existing structure or element thereof, including architectural accents, shall be subject to Planning Commission review as provided in this article. For purposes of this section, a "major modification" means that 60% or more of the building façade, as measured in overall linear building footage, is being modified.

(3) All other minor modifications of the exterior design of an existing structure or element thereof, including architectural accents, shall be subject to the administrative review and approval of the Planning Director, as provided for in this article. For purposes of this section, a "minor modification" means that less than 60% of the building façade, as measured in overall linear building footage, is being modified.

(4) The exterior color shall comply with the City's Color Guidelines, which guidelines shall consist of a photographic database of staff approved examples of projects and colors that are on file with the Community Development Department. The City's Color Guidelines shall encourage the highest level of design quality while at the same time provide flexibility to encourage creativity and innovation.

(5) The exterior color shall satisfy the general criteria for design review approval specified in Section 9-2.2005.

(b) The following categor~~ies~~ of development projects shall be subject to the design review approval process specified in this article and shall be submitted to the ~~Planning Commission or Planning~~ Director for approval, as specified in Table 9-2 below.

TABLE 9-2
REVIEW AUTHORITY FOR PLANNING DIRECTOR APPROVED DESIGN REVIEWS

Type of Construction Activity	Role of Review Authority (1) (2)	
	Planning Director	Planning Commission
Residential construction: 4 to 10 dwelling units (5)(6)	Decision (3)	Appeal
Mixed-use projects: 1 to 4 dwelling units and nonresidential construction of up to a maximum 1,000 square feet of gross floor area (5)(6)	Decision (3)	Appeal
Nonresidential construction: 1,001 to 4,999 square feet of gross floor area (5)(6)	Decision (3)	Appeal
Minor exterior modifications to nonresidential or multi-family structures (5)(6)	Decision	Appeal
Exterior color of an existing structure or element thereof any building or structure (4)(5)(6)	Decision	Appeal
Minor modifications to previously approved Design Review projects (5)(6)	Decision	Appeal
Exposed neon lighting for signs and architectural accents	Decision	Appeal
Comprehensive Sign Programs	Decision	Appeal

Note:

(1) "Decision" means that the review authority makes the final decision on the matter; "Appeal" means that the review authority may consider and decide upon appeals to the decision of an earlier decision-making body, in compliance with Section 9-2.1807 (Appeals).

(2) The Planning Director may defer action and refer the request to the Planning Commission for the final decision.

(3) Subject to public notice, but not a hearing unless requested.

(4) The modification of the exterior color shall not be subject to Planning Commission or City Council review and approval unless the applicant appeals the decision of the Director or designee pursuant to the provisions of this Chapter

(5) The exterior color shall comply with the City's Color Guidelines, which guidelines shall consist of a photographic database of staff approved examples of projects and colors that are on file with the Community Development Department. The City's Color Guidelines shall encourage the highest level of design quality while at the same time provide flexibility to encourage creativity and innovation.

(6) The exterior color shall satisfy the general criteria for design review approval specified in Section 9-2.2005.

(7) Projects that qualify for ministerial approval under state law, including but not limited to SB 9 (Gov. Code § 65852.21), ADUs (Gov. Code § 65852.2), and qualifying housing developments, shall not be subject to discretionary Design Review Approval

(c) Any projects that do not require design review as specified in Tables 9-1 and 9-2 above shall require a Zoning Clearance in accordance with Article 20.1.

~~(1) Sites: that have been (A) zoned for commercial cannabis uses; and (B) where the property owner or tenant of the subject site has been issued a valid commercial cannabis permit by the City shall be subject to the following:~~

~~I. Major modifications of the exterior design of an existing structure or element thereof, including architectural accents, shall be subject to Planning Commission review as provided in this article. For purposes of this section, a "major modification" means that 60% or more of the building façade, as measured in overall linear building footage, is being modified.~~

~~II. All other minor modifications of the exterior design of an existing structure or element thereof, including architectural accents, shall be subject to the administrative review and approval of the Planning Director, as provided for in this article. For purposes of this section, a "minor modification" means that less than 60% of the building façade, as measured in overall linear building footage, is being modified.~~

~~(c) The following categories of development projects shall be subject to the design review approval process specified in this article and shall be submitted to the Director, or their designee, for approval.~~

~~(1) Any wireless communications facility that is not a major wireless communications facility as specified in Article **42**.~~

~~(d) The modification of the exterior color of an existing structure or element thereof of any building or structure specified in this subsection shall be subject to the administrative review and approval of the City Manager or designee in accordance with the following standards and procedures:~~

~~(1) The modification of the exterior color is to any building or structure in the City except a single family residential structure used for residential purposes located in the Agricultural Single Family Residential (A-1), Single Family Residential (R-1) or Medium Density Residential (M-D-R) Zones.~~

~~(2) The exterior color shall comply with the City's Color Guidelines, which guidelines shall consist of a photographic database of staff approved examples of projects and colors that are on file with the Planning Department. The City's Color Guidelines shall encourage the highest level of design quality while at the same time provide flexibility to encourage creativity and innovation.~~

~~(3) The exterior color shall satisfy the general criteria for design review approval specified in Section **9-2.2005**.~~

~~(4) The modification of the exterior color shall not be subject to Planning Commission or City Council review and approval unless the applicant appeals the decision of the City Manager or designee pursuant to the provisions of this chapter, in which case the decision shall first be appealed to the Planning Commission and then to the City Council, which decision will then be final.~~

§ 9-2.2003. Application Requirements.

(a) *Contents*. Any person requiring design review approval shall submit an application on a form prepared by the City. All information specified on the form shall be provided to the City. An application fee shall be submitted at the time the application is submitted in an amount specified by the City's current fee resolution. With respect to any new structure, the application

shall be accompanied by scaled drawings of the site as proposed for development and elevation plans of the structure or structures on the site. If the applicant is not the property owner, the application shall contain the signature of the property owner or the duly authorized representative or agent of the property owner. The accuracy of all information, maps and documents submitted on or with the application shall be the responsibility of the applicant. The applicant shall also submit any additional information required by the application or requested by staff.

(b) *Repeated Applications.* No person may submit an application for design review of a project where the Director, Planning Commission, or City Council has taken action on a previous application for the same or substantially similar design review application within the previous six months, unless the applicant can show substantially changed conditions, as determined in the Planning Director's reasonable discretion.

§ 9-2.2004. Notice and Hearing Requirements.

Except as otherwise provided in this chapter and except for any design review for minor modifications to sites zoned for commercial cannabis uses pursuant to Section 9-2.2002(a)~~done pursuant to Section **9-2.2002(b)(1)**~~, all applications for design review approval shall be subject to the notice and hearing requirements specified in Article 23 of this chapter. Notice and hearing shall not be required for a Planning Director's decision via a Zoning Clearance.

§ 9-2.2005. Criteria for Approval of Design Review Applications.

No application for design review approval shall be approved by the Planning Commission, the City Council or, when otherwise authorized by this chapter, the Planning Director, unless the application, in its final submitted form, or with the imposition of conditions, meets all of the criteria set forth in this section. This section shall not apply to applications for window signs or exposed neon lighting for signs or architectural accents, which shall be approved in accordance with the specific criteria set forth in Articles 12 and 12.5. This section shall also not apply to applications for wireless communications facilities, which shall be approved in accordance with the specific criteria set forth in Article **42**.

(a) The design and layout of the proposed development or structures is consistent with the City's general plan, any applicable specific plan, any applicable design guidelines, and the development standards set forth in this chapter;

(b) The design of the structures, including the layout, size, shape, mass, height, architectural elements and other design factors are appropriate to the size and shape of the lot and are compatible and harmonious with the uses and structures on adjacent properties;

(c) The design of the project will provide a desirable environment for its occupants, the visiting public and its neighbors through good aesthetic use of high-quality building materials, design elements, colors, textures, and landscape features; and

(d) The building materials and design features are of a quality and type that will remain aesthetically appealing over time without necessitating frequent and unrealistic maintenance or replacement.

§ 9-2.2006. Resolution.

The Planning Commission shall adopt a resolution approving or denying the design review application and setting forth its findings for approval or denial. For Planning Director decisions, the Planning Director shall send the applicant a letter approving or denying the design review application

and setting forth their reasons for approval or denial. In the event the application is approved, the Planning Commission or Planning Director, as applicable, may impose conditions that are necessary to satisfy the findings of approval and to ensure compliance with the City's approval.

§ 9-2.2007. Affirmation by City Council of Certain Design Review Actions of the Planning Commission.

Upon approval or denial of any design review application for a project that involves a structure that exceeds 35 feet in height that is not otherwise subject to a variance for height, or that includes more than 20,000 square feet of floor area, the Planning Commission's decision shall not become final unless a report regarding the Planning Commission's action is first presented to the City Council and the City Council acts to affirm the Commission's action. If, upon receipt of the report of the Commission's action, the City Council does not act to affirm the Commission's action, the City Council shall either remand the application back to the Commission for further proceedings, or set the matter for public hearing before itself and then approve or deny the application in accordance with the criteria specified in this article. However, even if a design review application for a project involves a structure that exceeds 35 feet in height that is not otherwise subject to a variance for height, or includes more than 20,000 square feet of floor area, if it meets the provisions of Section **9-2.2002~~(b)~~(a)~~(1)~~** for minor modifications to sites zoned for commercial cannabis uses, the application shall continue to be subject to a Planning Director decision and shall not require affirmation from either the Planning Commission or the City Council.

§ 9-2.2008 **Appeals.**

Except for wireless communication facilities, any action of the Planning Director or Planning Commission approving or denying a design review application may be appealed by any person to the Planning Commission or City Council, respectively, within 15 days of the date of the decision in accordance with the procedures specified in Article 19 of this chapter. Wireless communications facilities shall be appealed by any person directly to the City Council. Upon the filing of the appeal, the matter shall be set for hearing before the appeal body. Notice of the appeal hearing shall be provided as required in Article 23 of this chapter. If there is any conflict between the terms of this article and the terms of Article 19, the terms of this article shall prevail.

§ 9-2.2009 **Expiration.**

Design review approvals that are not inaugurated by the issuance of a building permit and the commencement of construction in accordance with that permit shall become null and void within one year from the date the design review application was approved. This expiration date may be extended by the filing of an application for extension, which application must be filed not less than 30 days prior to the expiration of the original approval or any previously approved extension. In granting or denying the extension, the body that approved the application shall use the original criteria for the grant of the approval specified in Section 9-2.2005 of this article and may impose additional conditions as are deemed necessary to ensure continued compliance with those criteria. The maximum time permitted for an extension shall be a cumulative period of two years, unless the project is also the subject of a subdivision map, in which case the maximum period of extension shall comply with the maximum time permitted for the extension of a tentative subdivision map.

Article 20.1

Zoning Clearance

9-2.2011 Purpose
9-2.2012 Applicability
9-2.2013 Criteria for Clearance
9-2.2014 Appeal

9-2.2011 Purpose

The Zoning Clearance is a ministerial land use permit that is used by the Community Development Department to verify that a proposed structure or land use activity complies with the list of permitted activities allowed in the applicable zoning district, the development standards applicable to the subject use, the National Pollution Discharge Elimination Systems (NPDES) program, design standards and guidelines and any conditions of approval of permits previously issued for the subject site.

9-2.2012 Applicability

(a) Zoning Clearance shall be required in conjunction with Community Development Department review of any building or grading permit, business tax certificate (business license), or other authorization required by the AMC or Zoning Code for any new use or change of use. Where no other authorization is required, (e.g., Building Permit) Zoning Clearance shall be obtained from the Community Development Department before the commencement of any business or land use activity.

(b) State-Mandated Residential Projects (Two-Unit Projects).

9-2.2013 Criteria for Clearance

The Planning Director shall grant Zoning Clearance after determining the request complies with all of the applicable standards and provisions for the category of use in the zoning district of the subject parcel, in full compliance with the Zoning code, other applicable Sections of the AMC, the National Pollution Discharge Elimination Systems (NPDES) program and the Design Standards and Guidelines. An approval may be in the form of a stamp, signature, or other official notation on approved plans, a letter to the applicant, or other certification, at the discretion of the Planning Director.

9-2.2014 Appeal

The Community Development Department's action on a zoning clearance request may be appealed to the Planning Commission in compliance with the procedures in Article 19 (Appeals).

ORDINANCE NO. 26-990

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, AMENDING TITLE 1 (GENERAL PROVISIONS) OF THE ARTESIA MUNICIPAL CODE TO ADD CHAPTER 8 THERETO AND ESTABLISH REASONABLE ACCOMMODATION PROCEDURES CONSISTENT WITH STATE AND FEDERAL FAIR HOUSING LAWS AND FINDING THE ACTION EXEMPT FROM CEQA

WHEREAS, the Federal Fair Housing Amendments Act of 1988 and California Fair Employment and Housing Act require local jurisdictions to establish a process by which persons with disabilities can request reasonable accommodations to the jurisdiction's codes, rules, policies, practices or services, necessary to afford persons with disabilities an equal opportunity to use or enjoy a dwelling; and

WHEREAS, under Government Code section 65583, each city must analyze in its housing element the special needs of disabled persons. Each housing element also must analyze governmental constraints to the development and maintenance of housing for disabled persons, and include a program to provide reasonable accommodations from zoning and land use regulations to allow for the development of housing for disabled persons; and

WHEREAS, in addition to the foregoing statutes, other state and federal disability laws require a city to provide reasonable accommodations for disabled persons in the application of city programs, including but not limited to the city's land-use, zoning, and building regulations, as well as other programs, policies, practices and procedures. By adopting this ordinance (the "Ordinance"), the City desires to amend its municipal code to establish a process by which persons with disabilities can request such reasonable accommodations; and

WHEREAS, adoption of the Ordinance is categorically exempt from further review under the California Environmental Quality Act ("CEQA") per State CEQA Guidelines (14 Cal. Code Regs., § 15000 et seq.). Adoption of the Ordinance is exempt because the code amendment is an administrative activity that will not result in a direct or reasonably foreseeable indirect physical change to the environment. (§ 15060(c)(2).) Adoption of the Ordinance is also exempt because the code amendment is not a "project" as defined by section 15378, since it has no potential for resulting in a direct or indirect physical change to the environment. (§ 15060(c)(3)); and

WHEREAS, all legal prerequisites to the adoption of this Ordinance have occurred.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Incorporation of 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 determines that adoption of the Ordinance is categorically exempt from further review under CEQA per State CEQA Guidelines (14 Cal. Code Regs., § 15000 et seq.). Adoption of the Ordinance is exempt because the code amendment is an administrative activity that will not result in a direct or reasonably foreseeable indirect physical change to the environment. (§ 15060(c)(2).) Adoption of the Ordinance is also exempt because the code amendment is not a "project" as defined by section 15378, since it has no potential for resulting in a direct or indirect physical change to the environment. (§ 15060(c)(3).) The City Council hereby directs City staff to file a Notice of Exemption within five days of the adoption of this Ordinance.

SECTION 3. **Code Amendment**. Chapter 8 is hereby added to Title 1 (General Provisions) of the Artesia Municipal Code and shall read in its entirety as follows:

"**Chapter 8 – Reasonable Accommodations**

§ 1-8.01 Request for Reasonable Accommodation.

(a) **Purpose and Intent**. It is the policy of the City to make, as provided in this section, reasonable accommodation in the application of its programs, including but not limited to zoning and land-use laws, for disabled persons, to the extent required under federal and state disability laws. The purpose of this section is to establish a process for disabled persons to submit and for the City to review a request for reasonable accommodation. A reasonable accommodation approved pursuant to this section shall not be considered a variance and does not require findings applicable to variances under this Code. If this section conflicts with any other provision of this Code, this section governs.

(b) **Definitions**. For the purposes of this section, unless otherwise apparent from the context, certain words or phrases used in this section are defined as follows:

(1) "City" means the City of Artesia, California.

(2) "Person with a disability" means a person who has a physical or mental impairment that makes achievement of a major life activity difficult, as defined by state and federal disability laws; anyone who is regarded as having such impairment; or anyone with a record of such impairment.

(3) "RA Request" means a request for a Reasonable Accommodation submitted by, or on behalf of, a person with a disability.

(4) "Reasonable Accommodation" means providing persons with disabilities flexibility in the application of City programs, including City land-use, zoning and building regulations, policies, practices and procedures, or waiving certain requirements when it is necessary to

provide meaningful access to City programs or to eliminate barriers to housing opportunities for persons with disabilities.

(5) "Review Authority" means the City Manager or the City Manager's designee. See subsection (c) below.

(c) **Review Authority**. The City Manager or the City Manager's designee is the review authority for a RA Request. A denial of an RA Request may be appealed by the requestor to a hearing officer. The hearing officer's decision is final.

(d) **Applicability**.

(1) **Eligibility**.

(i) An RA Request may be made by any person with a disability, their representative, or a developer or provider of housing or other services for persons with disabilities, when the application of a City program, including a City land-use or building regulation, policy, practice or procedure, acts as a barrier to meaningful access to City programs or to fair-housing opportunities for persons with disabilities.

(ii) Federal and state disability laws afford no protection to persons with or without disabilities whose tenancy presents a direct threat to the persons or property of others. Determining whether someone's tenancy poses such a direct threat must be made on an individualized basis, however, and may not be based on general assumptions or speculation about the nature of a disability.

(2) **Eligible Request**. The subject matter of an RA Request may include a modification or exception to the practices, rules, or standards for a City program or for the development, siting, and use of housing or housing-related facilities that would eliminate regulatory barriers and provide a person with a disability with meaningful access to City programs and equal opportunity to housing of the person's choice.

(e) **Application**.

(1) **Requirements**. An RA Request may be initiated with the Review Authority orally or in writing. The City will not require a requestor to use a particular form or medium to initiate an RA Request. The law requires the Reasonable Accommodation process to be iterative and interactive. City staff will assist requestors in completing their RA Request as needed to ensure that the process is accessible to

persons with disabilities.

(2) **Administration**. The City may create any forms, documents, online portals, telephone hotlines, or other methods to facilitate the submittal of RA Requests.

(f) **Review and Processing**.

(1) **Application Review**. The Review Authority will approve, approve with conditions, or deny an RA Request in accordance with the required findings in subsection (g) below.

(2) **Decision**.

(i) **Request for Further Information**. The Review Authority may request further information from the applicant consistent with state and federal disability laws and this section, specifying in detail the further information required.

(ii) **Decision and Timing**. The Review Authority will issue a written decision within 30 days of its receipt of a complete RA Request (including any additional information required under subsection (f)(2)(i) above). The written decision must: explain in detail the basis of the decision under the required findings in subsection (g), give notice of the applicant's right to appeal the decision, and be sent to the applicant by first-class mail with return receipt requested.

(3) **Compliance with other Regulations**. An approved accommodation does not affect any person's obligations to comply with all other applicable regulations not at issue in the requested accommodation.

(4) **Confidentiality**. Any information identified by an applicant as confidential will be retained in a manner so as to respect the privacy rights of the applicant and will not be made available for public inspection, unless disclosure is otherwise required by state or federal law.

(g) **Required Findings**. Prior to approval of an RA Request, the following findings must be made consistent with federal and state disability laws:

(1) When housing is the subject of an RA Request, the housing will be used by a person with disabilities protected under fair housing laws.

(2) As applicable, the requested accommodation is necessary to make housing available to a person with disabilities protected under the fair

housing laws.

(3) The requested accommodation would not impose an undue financial or administrative burden on the City.

(4) The requested accommodation would not require a fundamental alteration in the nature of the City's policies, practices or procedures, including consideration of alternatives which may provide an equal level of benefit.

(5) The requested accommodation will not result in a direct and significant threat to the health or safety of other persons or substantial physical damage to the property of others.

(h) **Appeals**.

(1) **Final Decision**. The action of the Review Authority is final unless appealed within 10 business days of the date that the applicant receives the Review Authority's decision in the mail. The notice of appeal must be in writing. The Review Authority will schedule the appeal to be heard by a hearing officer within 30 calendar days from the date that the Review Authority receives the notice of appeal. The decision of the hearing officer is final and shall be mailed by first-class mail to the applicant with return receipt requested.

(2) **Assistance with Appeal**. Upon request, the City will provide assistance to a person needing assistance in filing an appeal to ensure that the appeals process is accessible to persons with disabilities.

(i) **Modifications Initiated by the Applicant**. The applicant may apply for a modification to their accommodation. Any proposed modification will be treated by the City as a new RA Request and will be subject to the procedures set forth in subsections (a) through (h) above.

(j) **Modifications or Revocations Initiated by the City**.

(1) **Review Authority and Findings**. The Review Authority may make changes or revoke the approval of a Reasonable Accommodation application when conditions of approval are violated, it is necessary to resolve a nuisance, or when the RA Request contained incorrect, false, or misleading information.

(2) **Procedures**. The Review Authority will notify the applicant of the change or revocation of the approval by first-class mail with return receipt requested no later than the next business day after the

Review Authority's decision. The applicant may appeal the Review Authority's decision in accordance with subsection (h) above."

SECTION 4. **Severability**. If any part of this Ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, or contravened by reason of any preemptive legislation, the rest of this Ordinance remains valid. The City Council hereby declares that it would have adopted this Ordinance, and every part of it, regardless of the fact that any part or parts might be declared invalid or unconstitutional or contravened via legislation.

SECTION 5. **Effective Date**. This Ordinance takes effect 30 days following its adoption by the City Council.

SECTION 6. **Adoption, Certification, and Publication**. The City Clerk shall certify as to the passage and adoption of this Ordinance and shall cause the same, or a summary thereof, to be published or posted in the manner required by law.

PASSED AND ADOPTED THIS 8th DAY OF JULY, 2026.

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Rene Trevino, Mayor

ATTEST:

_____

Jennifer Alderete, City Clerk

APPROVED AS TO FORM:

_____

HongDao Nguyen, City Attorney

CITY COUNCIL AGENDA REPORT

MEETING DATE: August 10, 2026 **ITEM NO: 9F.**

TO: Mayor and Members of the City Council

SUBJECT: Second Reading and Adoption of an Ordinance Approving a Site-Specific Zoning Map Amendment Affecting Three Parcels Located at 11818–11828 183rd Street and 18305–18327 Arline Avenue to Facilitate a 22-Unit Residential Development, and Approval of Design Review

FROM: Jennifer Alderete, City Clerk

REVIEWED AND APPROVED BY:
Abel Avalos, City Manager

RECOMMENDATION:
Staff recommends that the City Council:

1. Adopt Ordinance No. 26-988, Amending Title 1 (General Provisions) of the Artesia Municipal Code To Add Chapter 8 Thereto and Establish Reasonable Accommodation Procedures Consistent With State and Federal Fair Housing Laws and Finding the Action Exempt From CEQAapproving a Site-Specific Amendment to the Mixed-Use Overlay Zone (Mu-O) to Establish a Residential Density of 24 Dwelling Units per Acre for Property Located Within the Artesia Downtown Specific Plan and Identified as Assessor Parcel Numbers 7040-017-001, 7040-017-002, and 7040-017-008 by Adding Section 9-2.4807(c)(7) to Article 48 (Mixed-Use Overlay Zone) of Chapter 2 (Zoning) of Title 9 of the Artesia Municipal Code and Determining That the Ordinance Is Exempt From Further Environmental Review Pursuant to CEQA Guidelines Sections 15183 and 15332.

BACKGROUND:
The City Council took action to waive further reading, and introduce Ordinance No. 26-988 on July 8, 2026.

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

Attachments

Ordinance 26-988.pdf

ORDINANCE NO. 26-988

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, APPROVING A SITE-SPECIFIC AMENDMENT TO THE MIXED-USE OVERLAY ZONE (MU-O) TO ESTABLISH A RESIDENTIAL DENSITY OF 24 DWELLING UNITS PER ACRE FOR PROPERTY LOCATED WITHIN THE ARTESIA DOWNTOWN SPECIFIC PLAN AND IDENTIFIED AS ASSESSOR PARCEL NUMBERS 7040-017-001, 7040-017-002, AND 7040-017-008 BY ADDING SECTION 9-2.4807(c)(7) TO ARTICLE 48 (MIXED-USE OVERLAY ZONE) OF CHAPTER 2 (ZONING) OF TITLE 9 OF THE ARTESIA MUNICIPAL CODE AND DETERMINING THAT THE ORDINANCE IS EXEMPT FROM FURTHER ENVIRONMENTAL REVIEW PURSUANT TO CEQA GUIDELINES SECTIONS 15183 AND 15332.

WHEREAS, Venkatesh Koka ("Applicant"), submitted applications requesting approval of (1) a site-specific amendment to the Mixed-Use Overlay Zone (MU-O) applicable to Assessor Parcel Numbers 7040-017-001, 7040-017-002, and 7040-017-008 to establish a residential density standard of 24 dwelling units per acre; and (2) Design Review approval to demolish an existing 21-unit multifamily residential development and construct a new two-story, 22-unit residential development (the "Project"). The subject property is located within the Artesia Downtown Specific Plan and Mixed-Use Overlay Zone (MU-O). The proposed amendment would establish a site-specific residential density standard applicable only to the subject property in lieu of the otherwise applicable forty dwelling units per acre minimum density requirement established under the Mixed-Use Overlay Zone;

WHEREAS, the subject property consists of approximately 39,845 square feet (0.915 acres) and is identified as Assessor Parcel Numbers 7040-017-001, 7040-017-002, and 7040-017-008 (the "Project Site");

WHEREAS, the Mixed-Use Overlay Zone currently establishes a minimum residential density requirement of forty (40) dwelling units per acre for residential projects utilizing the MU-O development standards;

WHEREAS, the Applicant proposes redevelopment of the Project Site with a new two-story, 22-unit residential development at a density of approximately twenty-four (24) dwelling units per acre;

WHEREAS, Artesia Municipal Code Section 9-2.4807(c)(2) requires legislative approval subject to discretionary review for projects with less than 40 dwelling units per acre;

WHEREAS, City staff is proposing to amend the Mixed-Use Overlay Zone by adding Section 9-2.4807(c)(7) to create a carve-out for this Project which is below the minimum residential density requirement of 40 dwelling units, pursuant to AMC Section 9-2.4807(c)(2) ("Ordinance");

WHEREAS, establishing a site-specific residential density standard of twenty-four (24) dwelling units per acre for the Project Site is appropriate due to:

- The existing development pattern on the site.
- Compatibility with surrounding residential development.
- Enhanced site design and landscaping.
- Improved parking and circulation.
- Provision of upgraded housing opportunities; and
- Consistency with the goals and policies of the General Plan and Artesia Downtown Specific Plan;

WHEREAS, the Ordinance does not reduce the City's overall residential development capacity and complies with Government Code Section 65863 (No Net Loss Law);

WHEREAS, on May 19, 2026, the Planning Commission conducted a duly noticed public hearing and adopted Resolution No. 2026-09P recommending approval of the proposed Ordinance;

WHEREAS, on July 13, 2026, the City Council conducted a duly noticed public hearing in accordance with applicable law and considered all testimony and evidence presented regarding the proposed Ordinance; and

WHEREAS, all legal prerequisites to the adoption of this 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 foregoing recitals are true, correct, and incorporated herein by this reference.

SECTION 2. CEQA. The City Council finds that the proposed Project has been reviewed in accordance with the California Environmental Quality Act (CEQA).

The proposed Project is consistent with the land use designation, density framework, and development standards established in the City's General Plan, Artesia

Downtown Specific Plan, and amended Mixed-Use Overlay Zone applicable to the subject property. The environmental impacts associated with residential development at the proposed density were previously evaluated in the certified City of Artesia General Plan Environmental Impact Report (EIR). The Project does not introduce any new or more severe environmental impacts.

Pursuant to CEQA Guidelines Section 15183, no additional environmental review is required because the Project is consistent with the development density and policies analyzed in the General Plan EIR and the Project would not result in any peculiar environmental impacts that were not previously analyzed or mitigated.

In addition, the Project independently qualifies for a Class 32 (Infill Development) categorical exemption pursuant to CEQA Guidelines Section 15332 based on the following findings:

a. The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations;
b. The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses;
c. The project site has no value, as habitat for endangered, rare or threatened species;
d. Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; and
e. The site can be adequately served by all required utilities and public services.

The City Council further finds that none of the exceptions set forth in CEQA Guidelines Section 15300.2 apply:

a. The project site is in an urbanized area and has been previously developed;
b. The project will not result in cumulative impacts;
c. The project does not involve unusual circumstances and no substantial evidence supports a reasonable possibility of a significant impact due to unusual circumstances;
d. The project is not located on a hazardous waste site; and
e. The project will not cause a substantial adverse change to a historic resource.

SECTION 3. General Plan Consistency. Based upon the entire administrative record, all written and oral testimony, and all evidence presented, the City Council finds that the amendment adopted by this Ordinance is consistent with the City's General Plan.

A. General Plan Consistency. The proposed site-specific Mixed-Use Overlay Zone amendment is consistent with the City of Artesia General Plan and Artesia Downtown Specific Plan, as required by Government Code Section 65860.

   The redevelopment of an existing multifamily residential property with a modern residential development supports the General Plan goals related to housing production, neighborhood revitalization, reinvestment in aging properties, and compatible infill development within an urbanized area of the City.

   The amendment maintains the residential land use designation applicable to the property and does not alter the overall residential character of the site. The amendment allows redevelopment of the site with a two-story, 22-unit residential development that is compatible with surrounding residential and mixed-use development patterns within the Artesia Downtown Specific Plan area.

   While the amendment establishes a site-specific residential density standard of 24 dwelling units per acre in lieu of the otherwise applicable 40 dwelling units per acre minimum under the Mixed-Use Overlay Zone, the amendment is limited to approximately 0.915 acres and remains consistent with the overall land use objectives, policies, and development framework of the General Plan and Artesia Downtown Specific Plan.

B. Public Welfare and Police Power. The proposed amendment promotes public health, safety, and general welfare and represents a proper exercise of the City's police power pursuant to Article XI, Section 7 of the California Constitution.

   The amendment facilitates redevelopment of an aging multifamily residential property with a modern residential development that improves site design, landscaping, circulation, parking, and residential amenities. The proposed redevelopment project complies with applicable Building, Fire, Public Works, accessibility, and stormwater regulations and provides upgraded housing opportunities within an existing urbanized area.

   The amendment supports orderly development and land use compatibility by recognizing the established development pattern on the site and surrounding

neighborhood while allowing redevelopment with a project that is compatible in scale and intensity with adjacent residential properties.

C. Housing Element and RHNA Consistency. Pursuant to Government Code section 65863(b), the City Council finds that approval of the project at a density lower than that assumed in the City of Artesia 2021–2029 Housing Element will not result in an unmet need for sites to accommodate the City's remaining Regional Housing Needs Allocation ("RHNA") for the current planning period. The Housing Element shows a site capacity for the project site as follows: 17 lower income units, 5 moderate income units, and 16 above moderate income units (37 units total). This approval results in 22 market rate units. Nonetheless, as reflected in the Table below, the remaining Housing Element inventory continues to provide sufficient realistic development capacity to satisfy the City's remaining RHNA obligations, even accounting for approval of the project at a reduced density. Therefore, the City Council finds that the remaining sites identified in the Housing Element are adequate to meet the requirements of California Government Code section 65583.2 and to accommodate the City's RHNA for the 2021–2029 planning period pursuant to Government Code section 65584.

Income Category	Remaining RHNA	Remaining Capacity Before Project	Net Loss	Remaining Capacity After Project
Low	480	1,553	-17	+1,536
Moderate	128	435	-5	+430
Above Moderate	461	1,687	N/a	+1,687
Total	1,069	3,675	-22	+3,653

The project's reduced density is being effectuated with a legislative approval (i.e., a rezone). Pursuant to Government Code section 65863(b)(1)(A), the City Council finds that rezone is consistent with the City's General Plan, including the Housing Element, because it will facilitate the development of a net increase of residential units on the property (21 existing vs. 22 proposed) that will be developed in the project). Additionally, the City Council finds that the foregoing is consistent with, among other things, Housing Element Policies 2.1 (Maintain and improve housing stock), 3.1 (Identify properties within the City

that are suitable for housing development), and 5.5 (Provide efficient development permit processing), Land Use Sub-Element Policy Action LU 1.5.1 (Encourage infill development that provides community amenities and uses that serve priority community needs), and Circulation and Mobility Sub-Element Policy Action CIR 4.1.2 (Encourage infill development projects that create or support job centers and transportation nodes).

SECTION 4. Amendment to Zoning Code. Section 9-2.4807(c)(7) shall be added to Article 48 (Mixed-Use Overlay Zone) of Chapter 2 (Zoning) of Title 9 (Planning and Zoning) of the Artesia Municipal Code as follows (additions in underline, deletions in ~~strikethrough~~):

"(c) Multi-Family Developments:

(1) The Condominium Development Standards contained in Article 36 of Chapter 2 of Title 9 of the Artesia Municipal Code do not apply to multi-family developments developed under the MU-O Zone. This provision does not prohibit condominium development in the MU-O Zone.

(2) Density. Except as provided in Section 9-2.4807(c)(7) below, ~~A~~all residential uses within the MU-O Zone shall be developed at a minimum residential density of 40 dwelling units per acre. Housing developments with less than 40 dwelling units per acre require legislative approval subject to discretionary review. The maximum residential density shall be as follows:

(i) Where the maximum allowable building height is five stories or more, including applicable Artesia Density Bonus stories, the maximum density is 100 dwelling units per acre.

(ii) Where maximum allowable building height is four stories or fewer, including applicable Artesia Density Bonus stories, the maximum density is 70 dwelling units per acre.

(iii) Where the underlying zoning or Specific Plan permits a residential density greater than the maximum allowed under subsections (i) and (ii), the greater density applies.

(iv) California Density Bonus provisions for additional increased density with varying proportions of affordable units (Government Code Sections 65915 et seq.) may be applied to any proposed multi-family development.

(3) Artesia Density Bonus. The Artesia Density Bonus increases the maximum number of stories for multiple-family or mixed-use projects that incorporate a minimum percentage of affordable units. Projects are eligible for one additional story such that

where the maximum building height is five stories, the Artesia Density Bonus permits six stories; where the maximum building height is four stories, the Artesia Density Bonus permits five stories; and where the maximum building height is three stories, the Artesia Density Bonus permits four stories. Projects are eligible for the Artesia Density Bonus if they incorporate low to moderate-income units as follows:

(i) 35% or greater of low to very-low income housing.

(ii) 45% or greater of moderate-income housing.

(iii) Projects proposing 100% market-rate units are not eligible for the Artesia Density Bonus.

Note: See Map A for height and density designations.

(4) Private Outdoor Living Space. Each unit shall have private outdoor living space of at least 100 square feet. The outdoor living space may include rooftop decks, balconies, or patios and shall have a minimum dimension of five feet in every direction.

(5) Communal Open Space and Recreation Facilities. A minimum of 50 square feet per dwelling unit, with a total minimum area of 600 square feet, of communal open space and recreation facilities, shall be provided for exclusive use by multi-family or mixed-use development residents and their guests. This requirement may be satisfied by various facilities in separate locations within the residential or mixed-use building (for example, gym, garden, rooftop deck, plaza, forecourt); however, no single facility may be less than 500 square feet in area with minimum dimensions of 10 feet in every direction. Non-enclosed communal open space may be provided in setback areas.

(6) Distribution/Location of Low-Income Units. Units designated as affordable shall be reasonably dispersed throughout the development, shall contain on average the same number of bedrooms as the market-rate units, and shall be comparable with the market-rate units in terms of appearance, finish quality, and materials.

(7) Decreased Minimum Density. Notwithstanding Section 9-2.4807(c)(2) above, the following site has a minimum density below 40 dwelling units per acre, as follows:

(i) The site that comprises Assessor Parcel Numbers 7040-017-001, 7040-017-002, and 7040-017-008 has a minimum density of 24 dwelling units per acre."

SECTION 5. Amendments to Mixed Use Ordinance Map. Notwithstanding any contrary provision of the Artesia Municipal Code, Artesia Downtown Specific Plan, or Mixed-Use Overlay Zone development standards, Assessor Parcel Number 7040-017-001, Assessor Parcel Number 7040-017-002, and Assessor Parcel Number 7040-017-008 shall be subject to a site-specific Mixed-Use Overlay Zone residential density standard establishing a permitted residential density of 24 dwelling units per acre for

residential development projects approved on the Project Site, as reflected on the revised Mixed-Use Overlay Zone Map attached hereto as Exhibit A and incorporated herein by this reference.

Except as expressly modified herein, all other applicable provisions of the Artesia Municipal Code, Artesia Downtown Specific Plan, and Mixed-Use Overlay Zone shall remain in full force and effect.

SECTION 6. Implementation. The Community Development Director is authorized and directed to update all applicable zoning maps, overlay maps, and implementing documents necessary to reflect the site-specific Mixed-Use Overlay Zone amendment approved by this Ordinance.

SECTION 7. Effective Date. This Ordinance shall become effective thirty (30) days following its adoption.

SECTION 8. 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 9. 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 10. 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 this 8th day of July, 2026.

_____

RENE TREVINO, MAYOR

ATTEST:

_____
JENNIFER ALDERETE, CITY CLERK

APPROVED AS TO FORM:

_____
BEST BEST & KRIEGER, CITY ATTORNEY

CITY COUNCIL AGENDA REPORT

MEETING DATE: August 10, 2026 **ITEM NO: 9G.**

TO: Mayor and Members of the City Council

SUBJECT: Consideration of Award of Professional Services Agreement to CSG Consulting

FROM: Paul Bollier, Community Development Director

REVIEWED AND APPROVED BY:

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

RECOMMENDATION:

Staff recommends that the City Council, by motion, approve, and authorize the City Manager to execute on the Council's behalf, a Professional Service Agreement with CSG Consulting for part time code enforcement services in an amount not to exceed $75,000 from July 1, 2026 through June 30, 2027.

BACKGROUND:

Bulky item dumping and graffiti are some of the most common challenges faced by local government. The City of Artesia ("City") continues to seek new creative and effective ways to address these issues. In the spring of 2026, the City deployed an additional Southwest Patrol security officer to monitor alleys for dumping and graffiti from Friday to Sunday. The daily reports were then provided to Code Enforcement Staff to process.

As part of the Fiscal Year 2026-27 Budget, the Community Development Department proposed to City Council the hiring of a Part Time Code Enforcement Officer consultant not to exceed 12 hours per week for the sole purpose of managing the thirteen alleyways and other troubled areas in the City. This is meant to be a temporary, targeted approach to removing dumping in the City with the goal to deter the behavior.

Alignment with 2026-27 Goals:

Goal(s) No. 1 - City Beautification: Develop robust Code Enforcement Program

City Beautification was identified as the number one goal, with a sub item to create a robust Code Enforcement Program and address bulky item dumping and graffiti in the City.

ANALYSIS:

Staff requested proposals for a Part Time Code Enforcement Officer from three consultant firms Willdan, CSG Consultants and 4Leaf. Of the proposals requested, two consultants, CSG Consultants and 4Leaf were responsive to the request. Each consultant provided a proposal for one part time Code Enforcement Officer to be available for 12 hours a week to address graffiti and bulky item dumping and a vehicle for their use while in the City. In reviewing the two proposals, each consultant possesses the skill set and ability to perform this Code Enforcement action and after checking references, both met the requirements of this position.

CSG Consultants proposal included a Code Enforcement 1 position at $120 per hour, inclusive of a vehicle, resulting in an annual cost of $74,880. 4Leaf's proposal included a Code Enforcement 1 position at $107 per hour and an additional $125 per day to provide a vehicle, resulting in an annual cost of $79,768. As both companies were determined to have the skills to provide the professional services needed, CSG Consultants was selected based on the lower proposal price.

FISCAL IMPACT:
The cost of the Professional Services Agreement with CSG Consultants with an amount not to exceed $75,000 is included in the adopted 2026-27 Fiscal Year Budget.

RECOMMENDED COUNCIL ACTION:
Staff recommends that the City Council, by motion, approve, and authorize the City Manager to execute on the Council's behalf, a Professional Service Agreement with CSG Consulting for part time code enforcement services in an amount not to exceed $75,000 from July 1, 2026 through June 30, 2027.

Attachments

CSG Consultants Proposal

CSG Consultants Professional Services Agreement FY 26-27.pdf

PROPOSAL TO THE

City of Artesia

FOR

Code Enforcement Services

PREPARED BY

CSG Consultants, Inc.

March 11, 2026

Employee-Owned

550 Pilgrim Drive, Foster City, CA 94404
Phone: (650) 522-2500 | *Fax*: (650) 522-2599 | www.csgengr.com

Foster City • Pleasanton • San Jose • Sacramento • Newman • Paso Robles • Irvine

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Cover Letter

SECTION 1

March 11, 2026

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

Subject: Proposal for Code Enforcement Services

Dear Mr. Bollier,

On behalf of **CSG Consultants, Inc. (CSG)**, thank you for the opportunity to submit our proposal to the City of Artesia (City) for Code Enforcement Services. We understand the City is seeking a full-time Code Enforcement Officer to be assigned to a specified shift – Tuesday through Saturday or Sunday through Thursday (to be determined). Having worked in concert with jurisdictions throughout the state in a similar capacity, we look forward to the opportunity to contribute to the fabric of the Artesia community.

CSG shares a common goal of maintaining community safety and wellbeing in the City, facilitated by the resolution of code violations in a fair and efficient manner. For more than 35 years (since 1991), CSG has been providing consulting services solely to public agencies throughout the state of California. We currently furnish code enforcement, building and safety, public works, plan check, planning, and fire prevention as well as additional services to over 250 clients throughout the west. Below is a select list of public agencies where CSG has provided code enforcement services:

- *City of Fullerton*
- *City of Lomita*
- *City of Garden Grove*
- *City of Burbank*
- *County of Ventura*
- *Town of Los Altos Hills*
- *City of Ventura*
- *City of San Rafael*
- *Town of Woodside*
- *Town of Loomis*

Lee Holt, CCEO, will serve as the primary contact and project manager and will manage the code enforcement staff identified herein. Ms. Holt has over 25 years of public agency experience. Her contact information is as follows:

> **Lee Holt, CCEO** | Code Enforcement Manager
> (650) 522-2500 *office* | (650) 245-7122 *cell* | leeh@csgengr.com *email*

Please feel free to contact Ms. Holt with any questions or comments you may have regarding our proposal. Our staff excel at working alongside City staff and residents to promote code compliance that allows communities to remain safe, healthy, and vibrant. We look forward to partnering with the City in this capacity, and to serving the community of Artesia together.

Sincerely,

Cyrus Kianpour, PE, PLS
President, CSG Consultants

CSG CONSULTANTS
Employee-Owned

Company Overview

SECTION 2

CSG CONSULTANTS

CSG Consultants, Inc. (CSG) is an employee-owned California company with its headquarters in Foster City, CA. Additional support is available from our other offices in Sacramento, Newman, San Jose, Pleasanton, Paso Robles, and Irvine. Founded in 1991, ***CSG performs work solely for public agencies***, eliminating the potential for conflicts of interest between developers and agencies. In this way, we can focus exclusively on the specific needs of our municipal clients. **No subconsultants will be utilized for this work, solely CSG staff.**

NAME OF FIRM:	**CSG Consultants, Inc.**
PROJECT MANAGER:	**Lee Holt** | Code Enforcement Manager (650) 522-2500 *phone* • (650) 245-7122 *mobile* | leeh@csgengr.com *email*
HEADQUARTERS:	550 Pilgrim Drive, **Foster City**, CA (650) 522-2500 *phone* | www.csgengr.com
REGIONAL OFFICES:	930 Fresno Street, **Newman**, CA 95360 2150 River Plaza Drive, Suite #255, **Sacramento**, CA 95814 3150 Almaden Expressway, Suite #255, **San Jose**, CA 95118 3875 Hopyard Road, Suite #141, **Pleasanton**, CA 94588 806 9th Street, Suite 2A, **Paso Robles**, CA 93446 3240 El Camino Real, Suite #190, **Irvine**, CA 92602
YEARS IN BUSINESS:	35 • Founded in 1991
OWNERSHIP:	Employee-Owned
EMPLOYEES:	350+
TYPE OF BUSINESS:	California Corporation • Incorporated June 15, 2000 • Federal ID: 91-2053749

The CSG Consultants Team Works for *You*



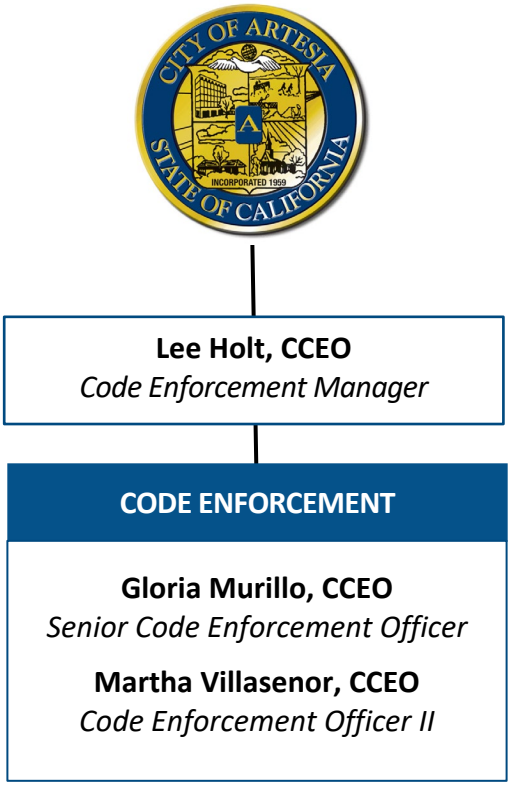
Qualifications of Team

SECTION 3

ORGANIZATIONAL CHART

CSG offers the following staff resources and organizational structure for the City. Lee Holt, CSG's Code Enforcement Manager, will serve as the point of contact for the City and, in conjunction with the City's Project Manager(s), will allocate appropriate levels of resources and will ensure that work is comprehensive, accurate, and meets the City's needs. ***No subconsultants will be used for this contract.***

Resumes with detailed qualifications of proposed key staff members are provided in the appendix.



Scope of Work

SECTION 4

THE IMPORTANCE AND ROLE OF CODE ENFORCEMENT



Code enforcement activities are a crucial service to ensure not only public health and safety, but also to enhance economic development throughout a community. Blighted conditions such as graffiti on public and private properties, illegal dumping, vacant lots, overgrown vegetation, deteriorated building exteriors, missing or broken windows and screens, foreclosures, illegal signs, and inoperable vehicles all contribute negatively to a community's image and promote deterioration. Municipal Code standards that are enforced will ensure that properties remain attractive, inviting, and safe. Well-kept communities help to maintain or increase values, discourage crime, encourage quality development while preserving the overall quality of life in the community. Additionally, supportive education of community members plays an essential role in a jurisdiction's ability to self-regulate and reduce program demand.

OUR SKILLS AND APPROACH TO WORK

CSG and its Code Enforcement Officers are driven to provide a high standard of performance and program delivery. In delivery of their services, CSG staff apply knowledge gained from extensive and varied experiences across multiple agencies, with cultural understanding and sensitivities, and technical proficiency gained from certifications including PC 832 (Arrest Search and Seizure), CPTED (Crime Prevention Through Environmental Design), California Association of Code Enforcement Officers (CACEO), or equivalent. We also achieve efficiencies in service through maintaining computer literacy with software applications including Central Square (TrakIt), Accela, iWorQ, Tyler, Microsoft Office Suite, and other code enforcement databases and supportive platforms. Our staff seamlessly integrate with an agency's code enforcement team, demonstrating professionalism through clear communication, adaptability, motivation, efficiency, and approachability. As part of their normal duties, CSG officers enforce state/local laws; issue Administrative Citations; author reports, can testify at hearings, and perform other duties as may be required.

TAILORED SERVICE AND DELIVERY

CSG's Code Enforcement team works to align our services with our client agency's needs and within the legal framework of the jurisdiction and industry. Our focus is to identify and provide the best suited CSG officer(s) for each client's needs. Our officers all bring flexibility and adaptability along with transferable knowledge from work in a variety of settings. We are known for our team-orientated approach and the ability to seamlessly integrate within a jurisdiction's framework. We effectively coordinate with agency staff, include Building, Planning, Community Development, Police, Fire, Legal, Finance, as well as partner agencies.

INTERPERSONAL SKILLS AND APPROACH

A significant portion of our work stems from our interactions and education within communities and with individuals. We emphasize education and promote voluntary compliance with all responsible parties and assist in creating pathways and benchmarks for success. Our officers communicate, collaborate, and respectfully interact with staff and the community. We pride ourselves in our approach, by addressing people with respect, integrity, compassion, and from an ethical foundation. While each officer has their own background and style, to be successful in their duties, all of team members are articulate, coachable, driven, relatable, and effective.

COMPREHENSIVE CODE ENFORCEMENT SERVICES



CSG provides tailored Code Enforcement services to a wide variety of jurisdictions throughout California. Our work includes - development, implementation, and staffing for general and specialized code enforcement programs based on each community's specific needs. We also offer program review and code enforcement management services. Our officers maintain accurate records, follow up with stakeholders, and provide effective enforcement to ensure public health and safety. General code enforcement activities include but are not limited to inspections, investigative work, responding to calls for service, preparing and processing all required notifications, and providing appropriate documentation. Our skilled and experienced staff interpret and enforce provisions of the Building, Zoning, Fire, Housing, Nuisance and Property Maintenance, and state and local codes. We also address special issues related to short term rentals, illicit massage, and other identified concerns within the community.

GENERAL CODE ENFORCEMENT SERVICES

Code Enforcement Officers work to identify violations, engage stakeholders and responsible parties to correct code violations. Examples of violations we address and enforce include:

- *Building codes*
- *State health & safety codes*
- *Zoning provisions*
- *Public nuisances*
- *Fire codes*
- *Housing codes*
- *Property Maintenance concerns*
- *Other applicable codes*

Our skilled and experienced Code Enforcement Officers are adept at delivering multiple aspects of code enforcement. Although a majority of our results are gained by voluntary compliance, our services include a full range of code enforcement activities, including:

- *Bringing flexibility and transferable knowledge from various jurisdictions*
- *We are team oriented and collaborate with staff, partner agencies, and communities*
- *Conducting respectful and thorough site inspections and follow up*
- *Educating the public and stakeholders regarding the regulations and due process*
- *We complete all required documentation*
- *Communicate with and encourage individuals to gain voluntary compliance*
- *Utilize administrative remedies including notices of violation and citations*
- *Presenting evidence at administrative hearings -*
- *Preparing staff reports, as well as committee and City Council presentations*
- *Coordination of activities with multiple departments, both internally and externally*
- *Review and process license and permit applications*
- *Coordination with contractors for services such as demolitions, clean-ups, fencing, and emergency boarding.*
- *Provide supportive documentation to legal counsel and make court appearances as necessary*
- *Prepare documentation for recovery costs*

CSG can review existing code enforcement programs to identify inefficiencies and help update appropriate policies and procedures. This may include possible changes or updates to the code, process management, procedures manuals, or structural realignment to facilitate the mission of the code enforcement unit.

FOCUSED OR CUSTOM CODE ENFORCEMENT SERVICES

CSG can tailor and provide a vast menu of customizable approaches and service for client agencies. Our team offers assistance in developing and implementing a wide variety of specialized programs aimed at addressing each community's unique needs. These programs include responding to economic, technological, and environmental influences. We address specific topic related issues and concerns designed for community safety and conformance.



COMMERCIAL CORRIDOR ENHANCEMENT

CSG can support communities with a focus on commercial corridors through education, neighborhood preservation, and beautification. We address issues such as blight, signage, property maintenance, graffiti, and other visually detracting elements of a designated area. Our approach emphasizes building relationships in the community to achieve compliance. We work collaboratively with property and business owners to address violations and any required corrective measures. We can incorporate principles of Crime Prevention Through Environmental Design (CPTED) to address concerns regarding lighting, visibility, and access.

FIELD TRAINING OFFICER (FTO)

Well trained and knowledgeable officers are essential to a productive, efficient, and successful Code Enforcement program. Recognizing this, CSG is implementing a process influenced by Peace Officer Standards and Training (POST) guidelines for officers. This includes a POST certified FTO, trained both as a certified trainer and as a program administrator. CSG offers agencies this same process to facilitate uniformity, structure, and alignment. Additionally, this advanced level of oversight and training will reduce jurisdictional liability and increase performance.

CODE ENFORCEMENT SUPERVISION

CSG can provide interim staffing to oversee an agency's code enforcement personnel and day-to-day activities ensuring, for example, that procedures are followed, caseloads are managed effectively and that code enforcement officers work fairly and consistently with property owners and reporting parties. Our personnel are adept at serving as liaisons for code enforcement units when interacting with members of other departments. CSG Code Enforcement Managers may be called upon to attend department meetings, committee meetings and County Council meetings as a code enforcement program progresses. They can also be available to assist code enforcement officers, law enforcement and other County staff as well as representatives of other agencies on field visits when needed.

HOUSING INSPECTIONS

Upon request, CSG will conduct inspections in response to complaints about substandard housing consistent with Health and Safety Code Section 17920. Services could include contacting property owners and tenants, conducting inspections, documenting violations, and monitoring repairs.



DANGEROUS BUILDINGS AND PUBLIC NUISANCES



CSG will assist the City and support the Building department in administering the Uniform Code for the Abatement of Dangerous Buildings and Nuisance Chapter of the Municipal Code, including the following services:

- *Conduct preliminary investigations of conditions of property and make initial contact with tenants and property owners as appropriate;*
- *Prepare courtesy notices and warning letters as appropriate;*
- *Conduct inspections and prepare documentation of violations;*
- *Prepare inspection warrants if necessary in order to gain access to conduct inspections;*
- *Prepare "Compliance Orders" and "Notice and Orders;"*
- *Organize appeal hearings if needed;*
- *Conduct follow-up inspections to monitor compliance with "Compliance Orders" and "Notice and Orders;"*
- *Provide support to legal counsel including preparation of declarations and documentation suitable for submission to Court;*
- *Make Court appearances as necessary; and*
- *Prepare documentation for recovery of costs through administrative penalties and recordation of liens.*
- *Appearing as expert witnesses*

HEARING OFFICER SERVICES

If requested, CSG will assist the City with an on-call or designated Administrative Hearing Officer providing the following services:

- ***Conducting Administrative Hearings:*** *CSG's Hearing Officer will preside over administrative hearings and ensure proper conduct during proceedings. CSG's Hearing Officer will hear all parties and review relevant evidence to determine an unbiased decision and/or recommendation based on the facts presented.*
- ***Management of Procedural Issues:*** *This includes ruling on motions, written appeals, and other related evidence. CSG's Hearing Officer also has the authority to administer oaths, receive testimony, and is committed to upholding due process while facilitating an impartial environment where all parties can fairly present their case.*
- ***Records Management:*** *CSG's Hearing Officer will maintain detailed records of all proceedings, compiling all pertinent documents and evidence. Additionally, a transcript of the proceedings can be provided upon request.*
- ***Issuing Decisions:*** *After careful review of the evidence, information, and arguments presented during hearings, CSG's Hearing Officer will issue a written decision detailing the findings and a subsequent order and/or remedy to be executed.*

We have also provided council presentations and updates supporting the impactful work delivered within those communities.

CODE ENFORCEMENT PROGRAM ASSESSMENT



Based on the scope of services, CSG can provide a comprehensive Code Enforcement program assessment that encompasses a thorough evaluation of current practices that are in alignment with industry best practices. We do so by gathering input from stakeholders and staff, and recommending a service model for optimal departmental placement for the City's Code Enforcement Division to best serve the community, and the effectiveness of the current program.

BEST PRACTICES DESCRIPTION

CSG staff will research and draw from prior experience to deliver a description of best practices for municipal Code Enforcement divisions in comparable cities throughout the state. These best practices include functions that include:

- *Proactive vs. reactive enforcement methods*
- *Citation and compliance processes and procedures*
- *Community engagement and educational programs*
- *Implementation of technology (case management software, reporting tools, etc.)*
- *Staffing models, classification structures, and workload distribution*
- *Alignment with ordinances and set policies*
- *Organizational placement (Police Department, Community Development, standalone divisions, City Manager's Office, etc.)*

STAFF & STAKEHOLDER INTERVIEWS

Gathering feedback from stakeholders and staff is vital to understanding existing challenges and desired outcomes. This includes interfacing with Code Enforcement officers and supervisors, staff from related departments, members of City management, and any additional stakeholders identified by the City. The collective feedback from these parties will help CSG create an ideal model that suits the City and the greater community.

ORGANIZATIONAL ASSESSMENT & RECOMMENDATION

Over the years, CSG's staff have worked alongside and observed a variety of organizational structures throughout the state of California and beyond. While there is no "right" home for code enforcement divisions, as it's not uncommon for it to be housed by Community Development, the Police Department, City Manager's Office, under Fire, or sometimes, even it's own standalone division. We can off guidance on ideal placement, which includes, but is not limited to:

- *Evaluating the efficiency and effectiveness of existing workflows*
- *Identifying gaps, redundancies, and opportunities for improvement*
- *Examining alternative organizational structures for the Code Enforcement Division*

After evaluating the information from initial findings, CSG staff would provide at least two model options and one recommended structure for the optimal department placement for Code Enforcement. Recommendations would be based off CSG's evaluation of efficiency, effectiveness, inter-departmental collaboration, and community service goals.

DELIVERABLES

Final deliverables would include the following:

- ***Best Practices Summary Report:*** *Detailed, written report summarizing the research findings on industry best practices*
- ***Interview Summary & Analysis:*** *Summary of interview findings and feedback, highlighting the common themes, obstacles, challenges, and opportunities (no attribution of individual comments)*
- ***Final Report & Presentation:*** *CSG will provide the City a comprehensive final report that synthesizes all findings and provides an actionable best practices model for the City. Additionally, an organizational options and organizational placement recommendation that considers implications of implementation, timelines, and resources.*

Experience & References

SECTION 5

RELEVANT EXPERIENCE

The following is a sample of our code enforcement experience to demonstrate our capabilities:

GENERAL CODE ENFORCEMENT & STAFF AUGMENTATION | TOWN OF WOODSIDE, CA



This is one of many instances where CSG provides a Code Enforcement Officer to support and enforce local ordinances. This includes inspections and investigative work that ensures public health and safety, in addition to resolving other or nuanced complaints and violations. This includes responding to citizen calls for service, documentation, preparing all needed correspondence, maintaining accurate records and followed up with stakeholders. Our highly qualified staff also interpret and enforce provisions of the Municipal Code, including the Zoning, Housing, Building, Nuisance and Property Maintenance codes.

SPECIALTY PROGRAM – "AGED CASES" | CITY OF CAMPBELL, CA

CSG has a long-standing relationship working with the City to focus on the management and closure of older cases. Many of these cases have complexities that include incomplete records, multiple changes in ownership, cross-platform violations, and other challenging characteristics. These cases have required the experience of a veteran officer due to the high level of finesse needed to manage non-compliant responsible parties. A significant number of cases required direct coordination with and approval of various departmental City staff. Our officer has coordinated with outside resources (e.g., County agencies), created a new collaborative model and unified partnership with Building and Planning Departments, and represents the Community Development Department as a seamless extension of the City. CSG's code enforcement officers' work for the City of Campbell has resulted in a substantial caseload reduction and has been able to successfully close "unsolvable" cases. Through this assignment, CSG has been able to showcase its diversity in problem solving, diplomacy, ability to work with a community, beneficial coordination, organizational approach, supportive documentation abilities, and a capacity to effectively tailor services for communities with distinct needs.

MASSAGE PROGRAM IMPLEMENTATION AND MANAGEMENT, HOUSING INSPECTION, GENERAL CODE ENFORCEMENT | CITY OF SAN RAFAEL, CA

CSG's Code Enforcement staff has assisted the city in the development and ongoing implementation of its highly successful Massage Inspection Program (MIP). The program provides full administrative services in managing and monitoring all permitted massage businesses in San Rafael and addressing unpermitted activities. This is done in combination with specialized inspections: initial inspections, annual inspections, compliance inspections, sting operations, and after-hour & weekend inspections.

Additionally, the staff coordinates the following administrative duties on the City's behalf: new-business intake and certifications, employee registrations (including credential verification), public education, permitting, and issuance of administrative citations. Additionally, we have also provided full-service support for City's Housing Inspection Program (HIP), Residential Building Record (RBR) program which addresses current property status in resale situations (and addresses unpermitted construction), and general code enforcement support.

PROGRAM ASSESSMENT SERVICES | SAN JOAQUIN COUNTY, CA

CSG performed a comprehensive program evaluation to examine processes to improve operational benchmarks and efficiency. This effort included a thorough review of services and interactions with collaborative departments. A formal report encapsulating the findings and recommendations was provided to the agency for reference.

SHORT-TERM RENTAL PROGRAM ENFORCEMENT | COUNTY OF VENTURA, CITIES OF MONTEREY AND SAUSALITO, CA

CSG provided short-term rental enforcement for the County of Ventura and City of Sausalito and has a long and continuing partnership with the City of Monterey since 2015. Our inspectors specialize in enforcing short-term rental regulation, as well as proactively identifying rental properties that are in violation. We have handled a large case load that requires taking the appropriate steps through the administrative process and issuance of administrative citations.



COMMUNITY DEVELOPMENT BLOCK GRANT | CITIES OF LOS BANOS, LIVINGSTON, CA

CSG provided Community Development Block Grant (CDBG) sponsored inspection services and assistance, including general code and vehicle abatement support services in the cities of Los Banos and Livingston. Our inspectors effectively specialized in resolving blight and nuisance complaints in these cities by concentrating inspection and nuisance abatement services within the low to moderate income census tracts in block grant cities.

CODE ENFORCEMENT TRAINING OFFICER | CITY OF GUSTINE, CA

CSG staff served as a training officer for their code enforcement staff in the City of Gustine. Training of their new officers included municipal code interpretation, inspections, investigations, case management officer safety practices, business licensing, field checks, handling citizen complaints, and exercising safe and sound decision-making at all times.

ACTING CODE ENFORCEMENT SUPERVISOR | CITY OF MODESTO, CA

CSG staff served as the interim Code Enforcement Supervisor for their Neighborhood Preservation Unit in the City of Modesto. Duties included assisting with case management, officer training, departmental coordination, officer and case management oversight, assessing and helping improve response times, staff morale, and overall improvement to program functions.

REFERENCES

CSG has been providing Code Enforcement services since 1991 and currently provides municipal services to more than 250 public agency clients throughout California. Our track record of success with our clients is outstanding and we encourage you to contact our references for additional information about our qualifications. The following is a partial list of references for which CSG has provided similar code enforcement services. Additional references can be provided upon request.

City of Campbell
Rob Eastwood
Community Development Director
70 N. First Street
Campbell, CA 95008
(408) 866-2140
robe@campbellca.gov
Code Enforcement Services

City of San Rafael
Hector Carlos
Code Enforcement Supervisor
1400 Fifth Avenue, Top Floor
San Rafael, CA 94901
(415) 458-5337
hector.carlos@cityofsanrafael.org
Code Enforcement Services

City of Sonora
Tyler Summersett
Community Development Director
94 North Washington Street
Sonora, CA 95370
(209) 532-4541
tsummersett@sonoraca.org
Code Enforcement Services

City of Hercules
Timothy Rood
Community Development Director
111 Civic Drive
Hercules, CA 94547
(510) 799-8251
TRood@hercules.gov
Code Enforcement Services

City of Patterson
Alysia Gomez
Code Enforcement Officer
1 Plaza
Patterson, CA 95363
(916) 652-1840
agomez@pattersonca.gov
Code Enforcement Services

City of Larkspur
Andrew J. Mogensen
Community Development Director
400 Magnolia Avenue
Larkspur, CA 94939
(415) 927-6713
amogensen@cityoflarkspur.org
Code Enforcement Services

Fee Schedule

SECTION 6

CODE ENFORCEMENT SERVICES

CSG's fee schedule for its Code Enforcement services is provided in the table below. *All hourly rates include overhead costs including, but not limited to, salaries, benefits, workers' compensation insurance, travel and office expenses. Additionally, rates cover general overhead expenses such as mileage, vehicles, and most other equipment necessary to meet the job expectations.*

PERSONNEL	HOURLY RATE
Code Enforcement Manager	$205
Administrative Hearing Officer	$180
Code Enforcement Supervisor	$170
Senior Code Enforcement Officer	$160
Code Enforcement Officer II	$140
Code Enforcement Officer I	$120
Overtime Rate (in excess of 8 hours per day)	1.5 x Hourly Rate

Overtime services and services provided outside of normal business hours will be billed at 1.5x the applicable hourly rate. "On Call" work performed outside of any regular assignments, will be billed on a four-hour minimum basis. On the contract anniversary of each year following the contract start year, CSG will initiate a rate increase based on change in CPI for the applicable region. CSG will deliver an invoice every month for services rendered during the previous month.

Appendix: Resumes

SECTION 7

Resumes for staff have been provided on the following pages for the City's review.

Lee **Holt** CCEO

Code Enforcement Program Manager

LICENSES & CERTIFICATIONS

California Association of Code Enforcement Officers (CACEO)
Certified Code Enforcement Officer
(Basic, Intermediate, Advanced)

Police Officer Standards Training (POST):

PC 832 Arrest, Search & Seizure
#2970-80102-15004

PC 832 Firearms Familiarization
#2970-80101-15014

Field Training Officer (FTO)
#2970-31725-18-001

Crime Through Environmental Design (CPTED) | #2970-31310-17-001

Interview & Interrogation (I&I)
#2970-31445-14004

Drug & Alcohol #2970-20315-15003

Crime Scene & Forensic Photography
#2970-31684-16001

California Law Enforcement Telecommunications System (CLETS)

California State Fire Marshal (CSFM):
Investigation 1A

Prevention 1A & 1B

Management 1A

Firefighter 1

Command 1A

ICS 200

HazMat FRO Awareness OR 194275

HazMat: Nuclear Biological Chemical Terrorism OR167282

HazMat Decontamination OR 167259

Emergency Medical Technician (EMT)
#E041012

Qualified Applicator License (QAL)
(C/F/J Categories) | #115185

EDUCATION

Bachelor of Arts, Liberal Studies/Biology | CSU Hayward, Hayward, CA

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)
American Association of Code Enforcement (AACE)
California State Fire Association (CSFA)
Former CACEO Region 1 Director
Current CACEO Region 2 Director

Ms. Holt is the Code Enforcement Manager for CSG Consultants and its public agency clients. Officer Holt has over 20 years of agency and special district experience, serving in a variety of monitoring, code enforcement, health and safety, fire, and building services-related capacities. Ms. Holt is widely credentialed; an effective team member and collaborator across departments, agencies and the public; developer of clear, concise and accurate reports, and brings a strategic mindset in delivering solutions for clients. Ms. Holt is in pursuit of her Residential Building Inspector certificate and is also training for the Permit Technician certificate as well.

CSG EXPERIENCE

Code Enforcement Officer | Multiple CSG Client Agencies

Ms. Holt performed comprehensive code enforcement services as well as assisted with targeted programs including vending enforcement, massage ordinance, program review, STR (short-term rental), ordinance enforcement, C4 Storm Water Inspections at commercial and industrial facilities, and often provides council updates and presentations. She has provided code enforcement services the following agencies:

- *City of Santa Cruz*
- *City of San Rafael*
- *City of Sausalito*
- *City of Seaside*
- *City of Livingston*
- *City of Rocklin*
- *City of Millbrae*
- *City of Half Moon Bay*
- *City of Half Moon Bay*
- *City of Hercules*
- *City of Newark*
- *City of San Carlos*
- *City of Los Banos*
- *City of Campbell*
- *Town of Loomis*
- *Town of Portola Valley*
- *Town of Colma*
- *County of Marin*
- *County of Ventura*
- *County San Joaquin*

Code Enforcement Training Officer | City of Gustine

Ms. Holt served as the training officer for new staff in the City of Gustine.

ADDITIONAL RELATED EXPERIENCE

Water Operator | Yolo County Flood Control

Ms. Holt served as Water Operator ensuring distribution to growers during irrigation season, including water usage and flow calculation. She was also responsible for maintaining the water system through construction and operating heavy equipment. Other responsibilities included setting up SOP's for water quality testing and written protocols (e.g., calibration) for water quality sensors and collection.

Fire Fighter | Vacaville Fire Protection District

In addition to responding to fire calls, Ms. Holt assisted in district functions, outreach, recruit training, sponsored events, OES responses; equipment upkeep; and report writing.

Vector Control Technician | City of Berkeley

Ms. Holt's work included maintaining health and safety conditions within the City as mandated by state/federal laws. This included providing response to calls for service about sewage, rodents, insects, raccoons (and other wildlife), abandoned/inoperable vehicles, vegetation, mold, and other health-related concerns.

Vector Biologist | Alameda County Mosquito Abatement

Ms. Holt increased awareness and coordination between local agencies and related businesses within her assigned zone, through outreach, presentations and education at selected community events, fairs, and schools.

Gloria **Murillo**

Senior Code Enforcement Officer

LICENSES & CERTIFICATIONS

California Association of Code Enforcement Officers (CACEO):

CACEO Certified Code Enforcement Officer | C#31293872
(Basic, Intermediate, Advanced)

Prop 64 Cannabis Narcotic Enforcement | California Narcotics Officers Association

Maintaining Civility in an Age of Rudeness & Entitlement | California Association of Code Enforcement Officers (CACEO)

Peace Officer Standards Training (POST):

PC 832 Arrest, Search & Seizure
#4410-80100-10-020

Community Academy Graduate
(Community Law Enforcement Academy)
Civilian Volunteer

EDUCATION

General Education
Rio Hondo Community College | Whittier, CA

PROFESSIONAL AFFILIATIONS

California Association of Code Enforcement Officers (CACEO)

CSG is fortunate to have Ms. Murillo as part of our code enforcement team. She is an incredibly dedicated and experienced professional. Through her years of experience, she has handled an extensive variety of cases, and led by example as a former supervisor. She is a self-starter with the ability to handle multiple tasks simultaneously, set priorities, is very organized, and responds positively to demanding situations. She incredibly personable, highly trained, confident, and is bilingual with a strong command of language.

CSG EXPERIENCE

Code Enforcement Officer II| City of Lomita, CA

Currently, Ms. Murillo is supporting the full-time city officer and addressing illegal dumping. In her duties, she also handles general code complaints, has created new supportive documents and processes, and is respected for her departmental collaboration within the city.

Code Enforcement Officer II| Modoc County, CA

Ms. Murillo current is providing guidance and assistance with supporting the county's newly hired officer. Additionally, she is assisting the County in setting up their abandoned vehicle program, and is helping build a stronger understanding of code enforcement and its application.

RELEVANT EXPERIENCE

Code Enforcement Officer | City of South Gate Community Development, CA

After retiring from Carson, Ms. Murillo's supported South Gate's Code Enforcement program as a part-time officer. She was assigned to enforce the City's illegal dumping program and conducted general code enforcement duties as assigned. Her activities and contribution were to address, monitor, inspect, investigate, document, and enforce the Municipal Code regulations. While there, she interacted with the public, and was effective is resolving many cases.

Code Enforcement Supervisor | City of Carson Public Safety Department, Carson, CA

Ms. Murillo wore many hats throughout her long career with the City of Carson. She progressed her way through several job assignments, and thrived as a supervisor. She wrote protocols and set up procedures to ensure officer safety and due process. As supervisor, she coordinated, scheduled, assigned and supervised the work of assigned Code Enforcement Officers and Parking Control Officers in enforcing provisions of the City's Municipal Code, zoning laws, health and safety codes, and National Pollutant Discharge Elimination System (NPDES).

Code Enforcement | City of Anaheim, CA

Ms. Murillo assisted in researching city codes; documented and monitored municipal code violations; inspected and investigated possible code violations; removal of illegally placed signs; observed excessive garage/yard sales in residential areas; issued parking citations; reported abandoned shopping carts; graffiti surveillance, and distributed literature at community events to educate the public.

Martha **Villasenor**

Code Enforcement Officer II

LICENSES & CERTIFICATIONS

California Association of Code Enforcement Officers (CACEO):

CACEO Certified Code Enforcement Officer | C#31294840
(Basic, Intermediate, Advanced)

Confrontation Management - GMS

Peace Officer Standards Training (POST):

PC 832 Arrest, Search & Seizure
#4410-80100-91-005

Community Based Policing
#4410-29900-97-151

Investigative Report Writing
#4410-29900-96-200

EDUCATION

General Education
Rio Hondo Community College | Whittier, CA

Mediation, Parent Leadership, Cultural Diversity
Orange County Human Relations Commission | Santa Ana, CA

Skills training for Dialogue, Cultural Diversity
National Conference for Community and Justice | Los Angeles, CA

PROFESSIONAL AFFILIATIONS

California Association of Code Enforcement Officers (CACEO)

Ms. Villasenor is a Code Enforcement Officer for CSG Consultants. She brings over 25 years of municipal experience to her assignments having served in the capacity of Code Enforcement Officer for numerous public agencies throughout Central and Southern California. She is experienced in enforcing health, safety, zoning regulations and land use laws.

RELEVANT CSG EXPERIENCE

Code Enforcement Officer II | City of Fullerton, CA

Ms. Villasenor has been a constant request for multiple tours with the City of Fullerton. Currently, she is tasked with addressing existing, dormant code enforcement cases. These cases require research with other City departments, investigation, and review of applicable permits. Through her efforts, Ms. Villasenor was able to confirm and close a large backlog of these aging, dormant cases, and is helping the department maintain their case loads.

Code Enforcement Officer II | County of Ventura, CA

During her time at the County, Ms. Villasenor addressed violations related to encroachments on beach front properties. This assignment included extensive research and referencing multiple files. Once the research was completed, she performed verification and follow up inspections, provided clear documentation, issued applicable notices, and worked with all parties to seek resolution.

Code Enforcement Officer II | City of Ventura, CA

Ms. Villasenor addressed general code enforcement complaints in the assigned service area which included inspection, documentation, notices and follow up with citizens and City Departments. She also addressed existing, dormant general code enforcement cases and confirmed that violations had been corrected.

PRIOR EXPERIENCE

Code Compliance Officer | City of Rancho Santa Margarita, CA

Ms. Villasenor was assigned to parking enforcement, signage enforcement and code compliance issues and violations.

Code Compliance Officer | City of San Clemente, CA

Ms. Villasenor was tasked with updating and closing any outstanding and current cases. She enforced the City's Municipal Code and Zoning Code and assisted the Building Dept. with expired permits or work being done without permits. Ms. Villasenor also issued notices, citations, and red tags, when appropriate, to achieve compliance. Her work also included weekend assignments addressing garage sales, bulky waste, vendors, graffiti, working with business owners to incorporate the proper use of signage, and special events within the City.

Code Enforcement Officer | City of Huntington Beach, CA

Ms. Villasenor's position was a Community Development Block Grant (CDBG) position where she proactively addressed substandard and blight conditions. Other conditions addressed were nuisance properties, unpermitted and prohibited signage, mobile street vendors, and noise control and abatement. She also provided educational workshops to the community, assisted with clean up days and annual celebrations, and was co-creator of the video production "I'm Proud Where I Live".

Code Enforcement Officer | Cities of San Juan Capistrano and Bell Gardens, CA

Ms. Villasenor was assigned to the City of San Juan Capistrano addressing zoning, building and grading violations. In the City of Bell Gardens, she was responsible for zoning, parking control, inoperable vehicles and business license inspections.

Consultant | City of Whittier, CA

Ms. Villasenor consulted on a 12-month project conducting a Code Enforcement Division assessment for the City's Police Department coordinating the review throughout all levels of the department.

PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF ARTESIA AND CSG CONSULTANTS, INC.

1. PARTIES AND DATE.

This Agreement is made and entered into this 1st day of July 2026, by and between the City of Artesia, a municipal corporation, organized under the laws of the State of California ("City") and CSG Consultants, a California Corporation**,** with its principal place of business at 3240 El Camino Real, Suite #190, Irvine, CA 92602 ("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 Code Enforcement 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 Code Enforcement services 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 code enforcement 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 July 1, 2026, to June 30, 2027, 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: **Lee Holt, Code Enforcement Manager.**

3.2.5 City's Representative. The City hereby designates **Paul Bollier, Community Development Director**, 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 **Lee Holt, Code Enforcement Manager**, 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 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.

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.

(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 $3,000,000 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.

(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): 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 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 (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 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.

(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 **Seventy-Five Thousand Dollars ($75,000)** 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 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 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 parties may provide in writing for this purpose:

Consultant: CSG Consultants, Inc.
3240 El Camino Real, Suite #190
Irvine, CA 92602
ATTN: Lee Holt, Code Enforcement Manager

City: City of Artesia
18747 Clarkdale Avenue
Artesia, California 90701
ATTN: Abel Avalos, City 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.

3.6.3 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 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 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 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.

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]

SIGNATURE PAGE TO

PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN THE CITY OF ARTESIA AND CSG CONSULTANTS, INC.

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

CITY OF ARTESIA

By: _____
Abel Avalos
City Manager

Attest:

_____
City Clerk

Approved as to Form:

_____
Best Best & Krieger LLP
City Attorney

CSG CONSULTANTS, INC.

By: _____
Nourdin Khayata
Secretary

By: _____
Cyrus Kianpour
President

EXHIBIT "A"
SCOPE OF SERVICES

CSG Consultants, Inc. (CSG) would provide Code Enforcement services to support the Community Development Department. CSG shares a common goal of maintaining safety and wellbeing in communities, facilitated by the resolution of code violations in a fair and efficient manner.

The tasks the Code Enforcement Officer will perform are:

- Conduct field visits to identify bulky items and graffiti violations in all alleyways and other areas within the city.
- Take all necessary pictures with date and time stamp to support the violations.
- Open a Code Enforcement case using the City's OpenGov system.
- As needed, issue Notice of Violations to property owners either door hangers and/or by mailing.
- As needed, issue citation(s) to property owner if items are not abated by the designated due date.
- As needed, send an email correspondence to CR&R requesting a bulky item pick up and include an itemized list of items, associated address and location.
- Follow up on case until the violation(s) are abated and close case.

EXHIBIT "B"
SCHEDULE OF SERVICES

The Consultant shall provide the services outlined in Exhibit “A” within the term of the Agreement. The working hours are subject to change at the mutual consent of both parties.

CSG will provide a Part Time Code Enforcement Officer I and vehicle 2-3 times a week as needed for up to 12 hours per week for an hourly rate of $120 per hour in an amount not to exceed $75,000. The term of this agreement will be for a period up to a one-year term as needed and for no more than two (2) additional one-year terms at the discretion of the City..

EXHIBIT "C"
COMPENSATION

The hourly pay rates for code enforcement services are listed below. Unless expressly agreed in writing in advance by the City, the cost to the City for the services shall not exceed Seventy-Five Thousand Dollars ($75,000). All vehicles, maintenance, and fuel will be provided by Consultant at no additional cost to the City.

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.

Personnel	**Hourly Rate**
Code Enforcement Manager	$205
Administrative Hearing Officer	$180
Code Enforcement Supervisor	$170
Senior Code Enforcement Officer	$160
Code Enforcement Officer II	$140
Code Enforcement Officer I	$120
Overtime Rate (in excess of 8 hours per day)	1.5 x Hourly Rate

CITY COUNCIL AGENDA REPORT

MEETING DATE: August 10, 2026 **ITEM NO: 9H.**

TO: Board of Directors of the Artesia Housing Authority

SUBJECT: Consideration of Award of a Public Works Contract Between the City of Artesia and KASA Construction in the Amount of $409,642 for Site Development at 11908, 11910, 11928, & 11936 169th Street for the AJ Padelford Park Expansion and Making a Determination of Exemption Under CEQA, Pursuant To State CEQA Guidelines

FROM: Leslie Nacionales-Tafoya, Management Analyst

REVIEWED AND APPROVED BY:

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

RECOMMENDATION:

Staff recommends that the City Council by motion, authorize the City Manager to execute, and make necessary administrative amendments on their behalf to, a Contract between the City of Artesia and KASA Construction, Inc. in an amount not to exceed $409,642 for the site development of 11908, 11910, 11928 and 11936 169th Street and making a determination under CEQA, pursuant to State CEQA Guidelines Sections 15301 and 15300.

BACKGROUND:

In 2019, the California Department of Parks and Recreation Office of Grants and Local Services (“OGALS”) awarded the City of Artesia ("City") a grant totaling $4,850,000 to expand AJ Padelford Park. The AJ Padelford Park Expansion Project (“Project”) as originally proposed involved appraising, acquiring, and demolishing 10 residential parcels in front of the existing Park to make additional space for recreational activities and new park amenities. Thus far, the City has purchased four residential properties, relocated residents of five residential properties, and developed three parcels for a total of $3,852,513 from OGALS funding. An additional $559,309 dollars of LA County RPOSD 2025 Measure A Competitive Acquisition Grant funds were spent on the acquisition of a fifth residential property for a total amount of $4,411,822 in grant funds spent on the Project.

Alignment with Fiscal Year 2026-27 Goals:

Goal(s) No. 3 - Refine Capital Improvement Project Delivery: Expedite completion of Capital Improvement Projects

This project is part of the Fiscal Year 2026-27 Capital Improvement Program: AJ Padelford Park Expansion. The purpose of awarding a contract to KASA Construction is to demolish existing structures on land owned by the City in order to expand AJ Padelford Park, creating more open space for the community.

ANALYSIS:

The proposed Project is a “public project” as defined in Artesia Municipal Code (AMC) Section 3-4.19(b) (2) (A). The City has adopted the Uniform Public Construction Cost Accounting Act (UPCCAA”) (Pub. Contract Code, § 22000 *et seq.*), which governs the City’s award of public projects. Public projects valued over $200,000 must use formal bidding procedures set forth in Section 22032(b) of the UPCCAA. Section 3-4.19(d) (4) (A) of the Artesia Municipal Code states that if a contract is awarded, it must be awarded by the City Council to the lowest responsible and responsive bidder. Local and State guidelines require that the City procure construction engineering support services in order to ensure that the completed public works project is structurally sound and complies with all local, state and federal technical specifications. The City Council entered into a Professional Services Agreement with Ron Ibarra Engineering on March 13, 2023 for City Engineer services. Ron Ibarra Engineering submitted a proposal that included the development of plans, specifications and estimates for the Project on November 20, 2025.

Staff released a Notice of Inviting Bids for Site Development of 11908, 11910, 11928 and 11936 169th Street on June 8, 2026. A mandatory Pre-Bid Meeting was held on June 17, 2026, which four companies attended. The bid period closed on July 21, 2026, with KASA Construction being the only responding bidder. KASA's bid of $409,642 was approximately $70,000 below the Engineer's Estimate of the project cost. KASA Construction has met all the requirements for the public works bid and was found to be responsive and responsible. KASA 's has completed relevant projects with other municipalities in the last two years, as listed in the table below.

Agency	**Project Title**	**Project Cost**
City of Whittier	Parnell Park Renovation and Improvements	$19,262,782
City of Cudahy	Cudahy Park Renovation	$5,289,638
City of Redondo Beach	North Redondo Beach Bikeway Extension	$1,454,853

Once the City Council approves a construction contract, and KASA submits required Bonds and Insurance documents, City Staff will hold a pre-construction meeting and then issue a Notice to Proceed. Staff estimates that the project will take approximately 60 days to complete once the Notice to Proceed is issued.

CEQA ANALYSIS:

The Project was determined exempt from CEQA under the California Environmental Quality Act ("CEQA") under the provisions of State CEQA guidelines Section 15301 (Existing Facilities), Class 1 exemption because all components of the Project are exempt under the California Environmental Quality Act ("CEQA") and satisfy the criteria for one or more exemptions as follows: The Project is exempt under Class 1, which "consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographic features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination" (12 Cal Code Regs. 15301). The site development of 11908, 11910, 11928 and 11936 169th Street provide no expansion of use and satisfies the requirement of the exemption. None of the following exceptions to the categorical exemptions applies (14 C.C.R. 15300.2). The Project is not located in a particularly sensitive environment as the Project impact area is an urban, built out site. No jurisdictional resources are present in the Project footprint, and no special-status vegetation communities or habitat for special-status plant or wildlife species would be impacted by the Project. The cumulative impact of successive projects of this same type in the same place over time would not be significant because the Project site is limited in size and scope, and there are no reasonable foreseeable projects that would result in cumulative impacts with the Project. The Project does not involve any unusual circumstances; it involves development of four parcels to open green park space. Accordingly, there is no reasonable possibility that the Project will have a significant effect on the environment due to unusual circumstances. The Project is not located within a scenic highway and would not result in damage to any scenic resources. The Project is not located on a site designated pursuant to Government Code 65962.5 (hazardous waste site). The Project does not involve any improvements, modifications, or other changes to a historical resource. The project is not located in a historical district or on a local historical inventory. There are no unusual architectural features on any of the structures to be demolished and they are not associated with a significant person or event. Therefore, none of the circumstances outlined in Title 14, California Code of regulations, section 15300.2 applies. Thus, the Project qualifies for the categorical exemption outlined above.

FISCAL IMPACT:

The proposed contract between the City of Artesia and KASA Construction outlines a total cost of $409,642 which includes lead and asbestos abatement, demolition of three structures and the development of four parcels into open green space. There is no impact on the General Fund for the Project, as it is fully funded by state and local grants.

RECOMMENDED COUNCIL ACTION:

Staff recommends that the City Council by motion, authorize the City Manager to execute, and make necessary administrative amendments on their behalf, a Contract between the City of Artesia and KASA Construction, Inc. in an amount not to exceed $409,642 for the site development of 11908, 11910, 11928 and 11936 169th Street and making a determination under CEQA, pursuant to State CEQA Guidelines Sections 15301 and 15300.

Attachments

Contract and Bid Attachment.pdf

KASA Bid-Engineers Statement.pdf

Site Development at 11908 11910 11928 11936 169th Street_IFB-Plans.pdf

CONTRACT

CITY OF ARTESIA CONTRACT FOR

SITE DEVELOPMENT OF 11908, 11910, 11928, & 11936 169TH STREET

THIS CONTRACT ("Contract") is made and entered this 10th day of August, 2026 ("Effective Date"), by and between the CITY OF ARTESIA, a California municipal corporation ("City") and KASA Construction, a California corporation, ("Contractor"). Contractor's California State Contractor's license number is 927544. Contractor's DIR registration number is 10000006013.

In consideration of the mutual covenants hereinafter set forth, the parties hereto agree as follows:

1. Contract Documents. The Contract Documents consist of this Contract, the Notice Inviting Bids, Instructions to Bidders, Bid (including documentation accompanying the Bid and any post-Bid documentation submitted before the Notice of Award), the Bonds, permits from regulatory agencies with jurisdiction, General Provisions, Special Provisions, Plans, Standard Plans, Standard Specifications, Reference Specifications, Addenda, Change Orders, and Supplemental Agreements. The Contract Documents are attached hereto and incorporated herein by reference. In the event of any conflict between the terms of this Contract and any incorporated documents, the terms of this Contract shall control.

2. Scope of Services. Contractor shall perform the Work in a good and workmanlike manner for the project identified as **"SITE DEVELOPMENT OF 11908, 11910, 11928, & 11936 169TH STREET"** ("Project"), as described in this Contract and in the Contract Documents.

3. Compensation. In consideration of the services rendered hereunder, City shall pay Contractor an amount not to exceed Four hundred and nine thousand and six hundred forty-two dollars ($409,642) in accordance with the prices as submitted in the Bid, attached hereto as Exhibit "A" and incorporated herein by this reference. Unforeseen work will be classified as Extra Work when the City Engineer determines that it is not covered by the scope of work in the Contract or any approved Change Orders. The City Manager is authorized to approve payment for Extra Work upon the recommendation of the City Engineer, provided that the total arithmetic dollar value of the Extra Work does not exceed fifteen percent (15%) of the contract price.

4. Incorporation by Reference. All of the following documents are attached hereto and incorporated herein by this reference: Workers' Compensation Certificate of Insurance, Additional Insured Endorsement (Comprehensive General Liability), Additional Insured Endorsement (Automobile Liability), and Additional Insured Endorsement (Excess Liability).

5. Antitrust Claims. In entering into this Contract, Contractor offers and agrees to assign to City all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. § 15) or under the Cartwright Act (Cal. Bus. & Prof. Code, § 16700 *et seq*.) arising from purchases of goods, services, or materials pursuant to the Contract. This assignment shall be made and become effective at the time City tenders final payment to Contractor without further acknowledgment by the parties.

6. Prevailing Wages. City and Contractor acknowledge that the Project is a public work to which prevailing wages apply. The provisions of Section 5-3 of the General Provisions shall apply

and are mandatory for this Project.

7. Workers' Compensation. California Labor Code Sections 1860 and 3700 provide that every contractor will be required to secure the payment of compensation to its employees. In accordance with the provisions of California Labor Code Section 1861, by signing this Contract, the Contractor certifies as follows:

> "I am aware of the provisions of Section 3700 of the 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 I will comply with such provisions before commencing the performance of the Work of this Contract."

8. Trenches and Other Excavations. If this Project involves the digging trenches or other excavations that will extend deeper than four (4) feet below the surface, Contractor shall promptly, and before the following conditions are disturbed, notify City, in writing, of any: (1) material that Contractor believes may be material that is hazardous waste, as defined in Section 25117 of the Health and Safety Code, that is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law; (2) subsurface or latent physical conditions at the site differing from those indicated by information about the site made available to proposers prior to the deadline for submitting proposals; and (3) unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in this Contract.

9. Titles. The titles used in this Contract are for convenience only and shall in no way define, limit or describe the scope or intent of this Contract or any part of it.

10. Authority. Any person executing this Contract on behalf of Contractor warrants and represents that he or she has the authority to execute this Contract on behalf of Contractor and has the authority to bind Contractor to the performance of its obligations hereunder.

11. Entire Agreement. This Contract, including the Contract Documents and any other documents incorporated herein by specific reference, represents the entire and integrated agreement between City and Contractor. This Contract supersedes all prior oral or written negotiations, representations or agreements. This Contract may not be modified or amended, nor any provision or breach waived, except in a writing signed by both parties that expressly refers to this Contract.

12. Counterparts. This Contract may be executed in counterpart originals, duplicate originals, or both, each of which is deemed to be an original for all purposes.

IN WITNESS WHEREOF, the parties hereto have executed the Contract the day and year first above written.

[*SIGNATURE PAGE FOLLOWS*]

CITY OF ARTESIA

By: _____
Mayor

ATTEST:

By: _____
City Clerk

APPROVED AS TO FORM:

By: _____
City Attorney

Dated: _____

KASA Construction
("CONTRACTOR")

By: _____

Printed Name: Sam Kasbar

Title: President/Treasurer

By: _____

Printed Name: Diana Kasbar

Title: Vice President/Secretary

BID

CITY OF ARTESIA

SITE DEVELOPMENT OF 11908, 11910, 11928, & 11936 169TH STREET

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF ARTESIA:
The undersigned, as Bidder, declares that: (1) this Bid is made without collusion with any other person and that the only persons or parties interested as principals are those named herein; (2) the undersigned has carefully examined the Contract Documents (including all Addenda) and the Project site; and (3) the undersigned has investigated and is satisfied as to the conditions to be encountered, the character, quality and quantities of Work to be performed, and the materials to be furnished. Furthermore, the undersigned agrees that submission of this Bid shall be conclusive evidence that such examination and investigation have been made and agrees, in the event the Contract be awarded to it, to execute the Contract with the City of Artesia to perform the Project in accordance with the Contract Documents in the time and manner therein prescribed, and to furnish or provide all materials, labor, tools, equipment, apparatus and other means necessary so to do, except as may otherwise be furnished or provided under the terms of the Contract Documents, for the following stated unit prices or lump-sum price as submitted on the Bid herein.

The undersigned submits as part of this Bid a completed copy of its Industrial Safety Record. This Safety Record includes all construction Work undertaken in California by the undersigned and any partnership, joint venture or corporation that any principal of the undersigned participated in as a principal or owner for the last five (5) calendar years and the current calendar year before the date of Bid submittal. Separate information is being submitted for each such partnership, joint venture, or corporate or individual Bidder. The undersigned may attach any additional information or explanation of data that it would like to be taken into consideration in evaluating the Safety Record. An explanation of the circumstances surrounding any and all fatalities is attached.

Accompanying this Bid is cash, a cashier's check, a certified check or a Bid Bond in an amount equal to at least ten percent (10%) of the total aggregate Bid price based on the quantities shown and the unit prices quoted. The undersigned further agrees that, should it be awarded the Contract and thereafter fail or refuse to execute the Contract and provide the required evidence of insurance and Bonds within fifteen (15) Days after delivery of the Contract to the undersigned, then the cash, check or Bid Bond shall be forfeited to the City to the extent permitted by law.

The undersigned certifies to have a minimum of three (3) consecutive years of current experience in the type of Work related to the Project and that this experience is in actual operation of the firm with permanent employees performing a part of the Work as distinct from a firm operating entirely by subcontracting all phases of the Work. The undersigned also certifies to be properly licensed by the State as a contractor to perform this type of Work. The undersigned possesses California Contractor's License:

Number 927544, Class A, B, which expires on 01/31/2027.

Bidder's Name: KASA Construction, Inc.

Signature: _____ Date: 07/21/2026
-Sam Kasbar, President

Signature: _____ Date: 07/21/2026
-Diana Kasbar, Secretary

CITY OF ARTESIA

BID SHEETS FOR

SITE DEVELOPMENT OF 11908, 11910, 11928, & 11936 169TH STREET

Bidder's Name: KASA Construction, Inc.

To the Honorable Mayor and Members of the City Council:

In compliance with the Notice Inviting Bids, the undersigned hereby agrees to execute the Contract to furnish all labor, materials, equipment and supplies for the Project in accordance with the Contract Documents to the satisfaction and under the direction of the City Engineer, at the following prices:

BID SCHEDULE

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	EXTENDED AMOUNT
1.	Mobilization and Demobilization (For Lead based paint and Asbestos Removal)	LS	1	$2,500	$ 2,500
2.	Removal of Lead Based Paint and Asbestos	LS	1	$11,000	$ 11,000
3.	Disposal of Lead-Based Paint and Asbestos Including Transportation and Landfill Fees	LS	1	$ 900	$ 900
4.	Mobilization and Demobilization	LS	1	$87,500	$ 87,500
5.	Clear and Grub within the Demolition Limits of all 4 addresses.	SF	9,960	$ 2.25	$ 22,410
6.	Demolish and Properly Dispose of Existing 1-Story Building Structures (3 Houses and 2 Sheds)	LS	1	$ 100,000	$ 100,000
7.	Demolish and Properly Dispose of Existing Concrete Pavement at all 4 addresses	LS	1	$46,000	$ 46,000
8.	Remove and Properly Dispose of Existing 12' Tall Chain Link Fence, including 3 Posts and Foundation.	LF	42.5	$ 50	$ 2,125
9.	Remove and Properly Dispose of Existing Tree (22" Trunk Diameter)	EA	1	$3,000	$ 3,000
10.	Install Irrigation System and All Appurtenances per the Irrigation Plan.	LS	1	$13,000	$ 13,000

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	EXTENDED AMOUNT
11.	Grade Site to Drain and Install Sod	SF	9,960	$ 5.25	$52,290
12.	Modify Soil with Certified Compost	SF	9,960	$ 1	$9,960
13.	Remove and Dispose of Existing Concrete Pavement Sufficient for the Installation of New Sidewalk.	SF	831	$ 22	$ 18,282
14.	Remove and Dispose of Existing Concrete Curb and Gutter Sufficient for the Installation of New Curb and Gutter.	LF	147	$ 90	$13,230
15.	Sawcut-Asphalt	LF	155	$ 10	$ 1,550
16.	Remove Asphalt Pavement and Base and Install Asphalt Pavement Section	SF	155	$ 75	$ 11,625
17.	Remove and Dispose of Existing Water Meter Valve Box	EA	1	$330	$ 330
18.	Remove and Dispose of Existing Sign and Post and Install New Sign and Post	EA	1	$1,150	$ 1,150
19.	Remove Existing Valve Box and Install New Meter Valve Box	EA	1	$1,740	$ 1,740
20.	Sawcut-Concrete	LF	5	$ 25	$ 125
21.	Adjust to Grade Water Meter Valve Box	EA	1	$ 925	$ 925
22.	Traffic Control for Offsite Improvement	LS	1	$10,000	$ 10,000
TOTAL BID SCHEDULE					$409,642.00

Note: Items may be adjusted or deleted. Any changes to the quantities for these items shall not constitute a substantial change as referenced in Section 2-6 of the Standard Specifications. Therefore, regardless of total actual volume (percentage) compared to estimated quantities, the unit prices provided above by the Bidder shall be applied to the final quantity when payment is calculated for these items. No adjustment in the unit prices will be allowed. The City reserves the right to not use any of the estimated quantities, and if this right is exercised, the Contractor will not be entitled to any additional compensation. Cost of all export or import of material shall be included in the above unit costs; no additional compensation will be granted for such expenses.

TOTAL BID PRICE IN DIGITS: $ 409,642.00

TOTAL BID PRICE IN WORDS: Four hundred nine thousand six hundred forty-two dollars

Signature: _____ -Sam Kasbar Title: President Date: 07/21/2026

Signature: _____ -Diana Kasbar Title: Secretary Date: 07/21/2026

THE CITY OF ARTESIA, CALIFORNIA

18747 CLARKDALE AVENUE, ARTESIA, CALIFORNIA 90701
Telephone 562 / 865-6262
FAX 562 / 865-6240

"Service Builds Tomorrow's Progress"

July 22, 2026

Ms. Leslie Nacionales-Tafoya
Management Analyst
City of Artesia
18747 Clarkdale Avenue
Artesia, CA 90701

Subject: Site Development of 11908, 11910, 11928, & 11936 169th Street Project

Dear Ms. Nacionales-Tafoya,

I have reviewed the sealed bids and determined that KASA Construction, Inc. is the lowest and responsive bidder and the bid is acceptable and accurate. KASA Construction, Inc. is an experienced contractor and has recently completed comparable projects in other Southern California cities like Redondo Beach, Fullerton, and the City of Bell.

Should you have any questions or need additional information, please feel free to call me at (562) 889-7629.

Sincerely,

REGISTERED PROFESSIONAL ENGINEER
RONALDO G. IBARRA
No. C 66789
CIVIL
STATE OF CALIFORNIA

Ron Ibarra, P.E.
City Engineer

CITY OF ARTESIA

SITE DEVELOPMENT AT
11908, 11910, 11928, & 11936 169TH STREET

GENERAL NOTES:

1. SPECIFICATIONS:
ALL WORK SHALL CONFORM TO THE CITY OF ARTESIA STANDARD PLANS, CALIFORNIA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (CA MUTCD) LATEST EDITION; THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION (GREENBOOK) LATEST EDITION; AND AS DIRECTED BY THE CITY'S REPRESENTATIVE.

2. INSPECTION:
ALL WORK AND MATERIALS SHALL BE INSPECTED BY THE INSPECTOR OF PUBLIC WORKS DURING CONSTRUCTION PURSUANT TO LATEST EDITION OF STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION (GREENBOOK), AND THE STANDARD PLANS FOR PUBLIC WORKS CONSTRUCTION AS APPLICABLE. CALL THE CITY REPRESENTATIVE AT (562) 865-6262 BEFORE NOON OF THE WORKING DAY BEFORE THE FIRST SCHEDULED DAY OF CONSTRUCTION.

3. PRIOR TO THE START OF ANY CONSTRUCTION, DEMOLITION, REMOVALS, SAWCUTTING, OR INSTALLATION OF TRAFFIC CONTROL, THE CONTRACTOR SHALL MEET WITH THE CITY TO DISCUSS & COORDINATE SAFETY, TRAFFIC CONTROL REQUIREMENTS, PUBLIC ACCESS, CONSTRUCTION IMPACT MITIGATION, REMOVAL LIMITS, AND CONTRACTOR'S PLANNED SEQUENCING OF OPERATIONS. A HEALTH AND SAFETY PLAN HAS BEEN PREPARED & IS A PART OF THE DOCUMENTS. ADDITIONAL REQUIREMENTS BY THE CITY SHALL BE COORDINATED WITH THE CALIFORNIA DEPARTMENT OF TOXIC SUBSTANCES CONTROL.

4. WORK IN PUBLIC STREETS ONCE BEGUN SHALL BE PROSECUTED TO COMPLETION WITHOUT DELAYS SO AS TO PROVIDE MINIMUM INCONVENIENCE TO ADJACENT PROPERTY OWNERS AND THE TRAVELING PUBLIC.

5. UNDERGROUND SERVICE ALERT:
BEFORE COMMENCING ANY EXCAVATION WITHIN THE PUBLIC RIGHT-OF-WAY, THE CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICE ALERT (USA) BY CALLING 811 OR 1-800-422-4133 TWO WORKING DAYS PRIOR TO CONSTRUCTION OR EXCAVATION WORK SO THAT UTILITY OWNERS CAN BE NOTIFIED BY THE CONTRACTOR.

6. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO ARRANGE FOR AND COORDINATE THE RELOCATION OR ADJUSTMENTS OF EXISTING UTILITIES DEEMED NECESSARY BY THE PROPOSED IMPROVEMENTS.

7. NOTIFICATION:
AT LEAST TEN (10) DAYS BEFORE THE START OF CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY, IN WRITING, ABUTTING PROPERTY OCCUPANTS OF THE PROPOSED CONSTRUCTION START DATE. A COPY OF SAID WRITTEN NOTIFICATION SHALL BE PROVIDED TO THE PUBLIC WORKS DIRECTOR FOR APPROVAL BEFORE THEY ARE DISTRIBUTED TO THE OCCUPANTS OF THE ABUTTING PROPERTY.

8. ADVANCE CONSTRUCTION NOTICE SIGNS:
IN ADDITION TO SIGNS REQUIRED BY THE PROVISIONS OF THE "WORK AREA TRAFFIC CONTROL HANDBOOK" (WATCH), LATEST EDITION, FURNISH AND PLACE SIGNS FOR GIVING ADVANCE NOTICE TO MOTORISTS OF TRAFFIC DISRUPTION AS PART OF THIS PROJECT.

9. TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH THE APPLICABLE CASE OF THE THE LATEST EDITION OF THE "WORK AREA TRAFFIC CONTROL HANDBOOK" (WATCH). CONTRACTOR SHALL PROVIDE TRAFFIC CONTROL PLAN FOR REVIEW AND APPROVAL IF NO APPLICABLE CASE.

10. PROJECT COMPLETION AND CLOSURE:
UPON RECEIVING A STATEMENT OF COMPLETION FORM FROM THE PUBLIC WORKS INSPECTOR (OR WHEN CONSTRUCTION IS NEARING A FINAL INSPECTION), THE CONTRACTOR SHALL:

   A. NOTIFY THE ENGINEER OF RECORD TO PREPARE AND SUBMIT "AS-BUILT" PLANS. ALL PROJECT FINAL INSPECTIONS SHALL BE PLACED ON HOLD UNTIL THE CONTRACTOR AND ENGINEER OF RECORD COLLABORATELY SUBMIT AS-BUILT PLANS FOR PRE-APPROVAL.

   B. PROVIDE COPIES OF CHANGE ORDER FORMS SIGNED BY ALL OFFICES TO THE ENGINEER OF RECORD.

   C. UNLESS OTHERWISE INDICATED, THE ENGINEER OF RECORD IS RESPONSIBLE FOR PREPARING "AS-BUILT" PLANS IN COORDINATION WITH THE CONTRACTOR. AS BUILT PLANS WITH ASSOCIATED CHANGE ORDER FORMS SHALL BE SUBMITTED BY THE CONTRACTOR TO THE ENGINEER OF RECORDS.

NOTICE TO CONTRACTORS

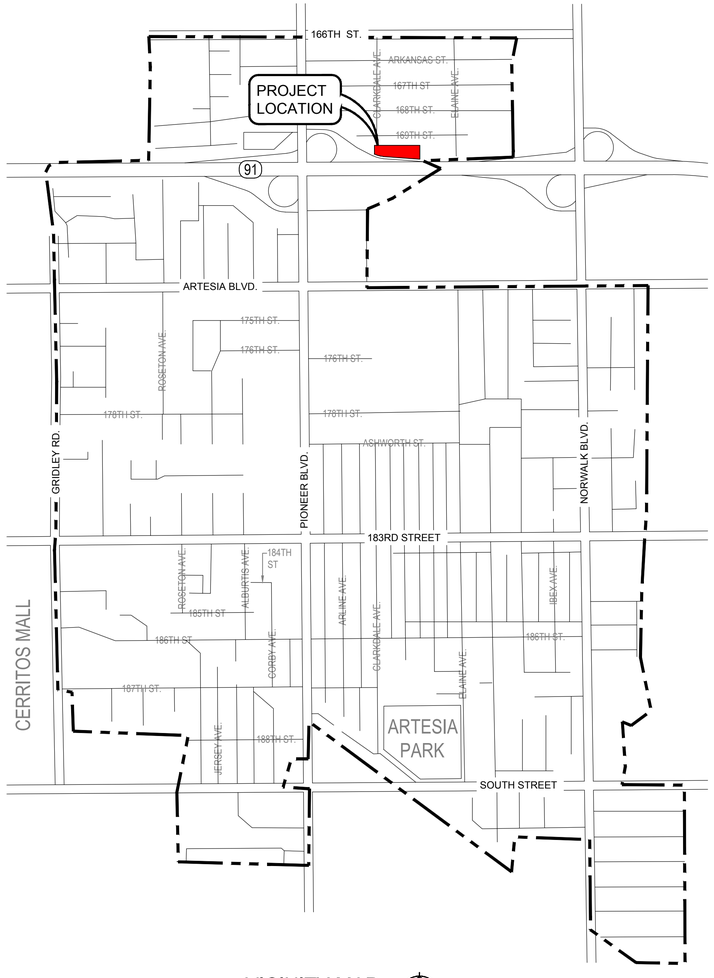
THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITY PIPES, CONDUITS, OR STRUCTURES SHOWN ON THESE PLANS ARE OBTAINED BY A SEARCH OF THE AVAILABLE RECORDS. APPROVAL OF THESE PLANS BY THE CITY OF ARTESIA DOES NOT CONSTITUTE A REPRESENTATION AS TO THE ACCURACY OR COMPLETENESS OF THE LOCATION OR THE EXISTING OF ANY UTILITY PIPE OR STRUCTURE WITHIN THE LIMITS OF THIS PROJECT. THE CONTRACTOR IS REQUIRED TO TAKE ALL DUE PRECAUTIONARY MEANS TO PROTECT THE UTILITY LINES OR STRUCTURES SHOWN OR NOT SHOWN ON THESE PLANS.

CONTRACTOR AGREES THAT HE SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR THE JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSON AND PROPERTY; THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS; THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE OWNER AND THE ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT.

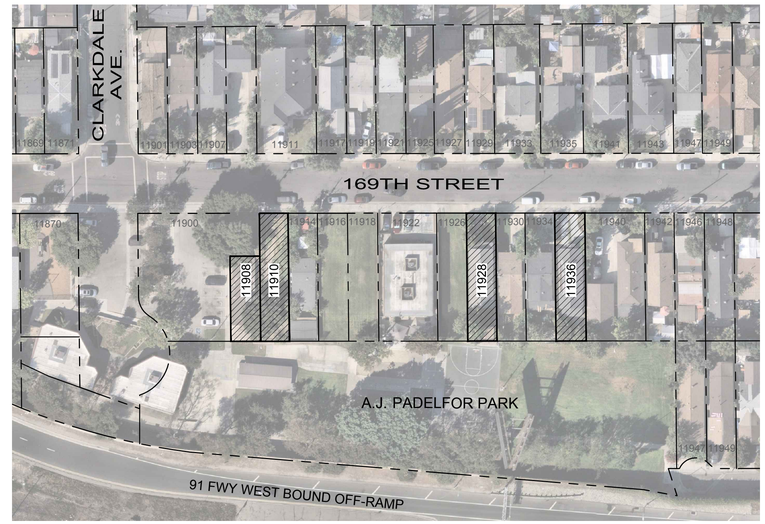
DEMOLITION NOTES:

1. WORK HOURS SHALL BE FROM 8:00 A.M. TO 4:00 P.M. MONDAYS THROUGH FRIDAY EXCEPT HOLIDAYS.

2. DISPOSAL OF MATERIALS SHALL BE IN ACCORDANCE WITH THE ASBESTOS AND LEAD REPORT. THE REPORT CAN BE FOUND ON ATTACHMENT A OF THE SPECIFICATION.



VICINITY MAP
SCALE: NTS NORTH



PROPERTIES TO BE DEVELOPED

PROJECT SITE
SCALE: 1"=60' NORTH

SHEET INDEX

NO.	SHEET	SHEET TITLE
1	C-1	TITLE SHEET AND VICINITY MAP
2	C-2	DEMOLITION AND PHOTO LOCATION PLAN
3	C-3	EROSION CONTROL PLAN
4	C-4	IRRIGATION PLAN
5	C-5	EXISTING IRRIGATION SYSTEM (FOR REFERENCE ONLY)
6	C-6	GRADING AND LANDSCAPE PLAN
7	C-7	OFFSITE IMPROVEMENT PLAN

811
Know what's below. Call before you dig.
DIAL TOLL FREE 811
AT LEAST TWO DAYS BEFORE YOU DIG
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

IMPORTANT NOTICE
SECTION 4216/4217 OF THE GOVERNMENT CODE REQUIRES A DIG ALERT IDENTIFICATION NUMBER BE ISSUED BEFORE A "PERMIT TO EXCAVATE" WILL BE VALID. FOR YOUR DIG ALERT I.D. NUMBER CALL UNDERGROUND SERVICE ALERT TOLL FREE 1-800-442-4133 TWO WORKING DAYS BEFORE YOU DIG.

IMPORTANT NOTICE
CONTRACTOR SHALL VERIFY LOCATIONS OF ALL UTILITIES WHETHER SHOWN OR NOT SHOWN ON THE PLANS PRIOR TO EXCAVATION. ANY DAMAGES TO EXISTING UTILITIES SHALL BE REPAIRED AT THE CONTRACTOR'S EXPENSE AND NO ADDITIONAL COMPENSATION WILL BE MADE.

REVISIONS:

NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER RONALD G. IBARRA No. C 66789 CIVIL STATE OF CALIFORNIA

PLANS PREPARED BY:
CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
18747 CLARKDALE AVENUE
ARTESIA, CA 90701
PHONE: 562-865-6262

LESLIE NACIONALES-TAFOYA, PROJECT MANAGER
RON IBARRA, PE, CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	6/8/2026
DRAFTED BY: R. IBARRA	6/8/2026
CHECKED BY: L. N-TAFOYA	6/8/2026
APPROVED BY: A. AVALOS	6/8/2026

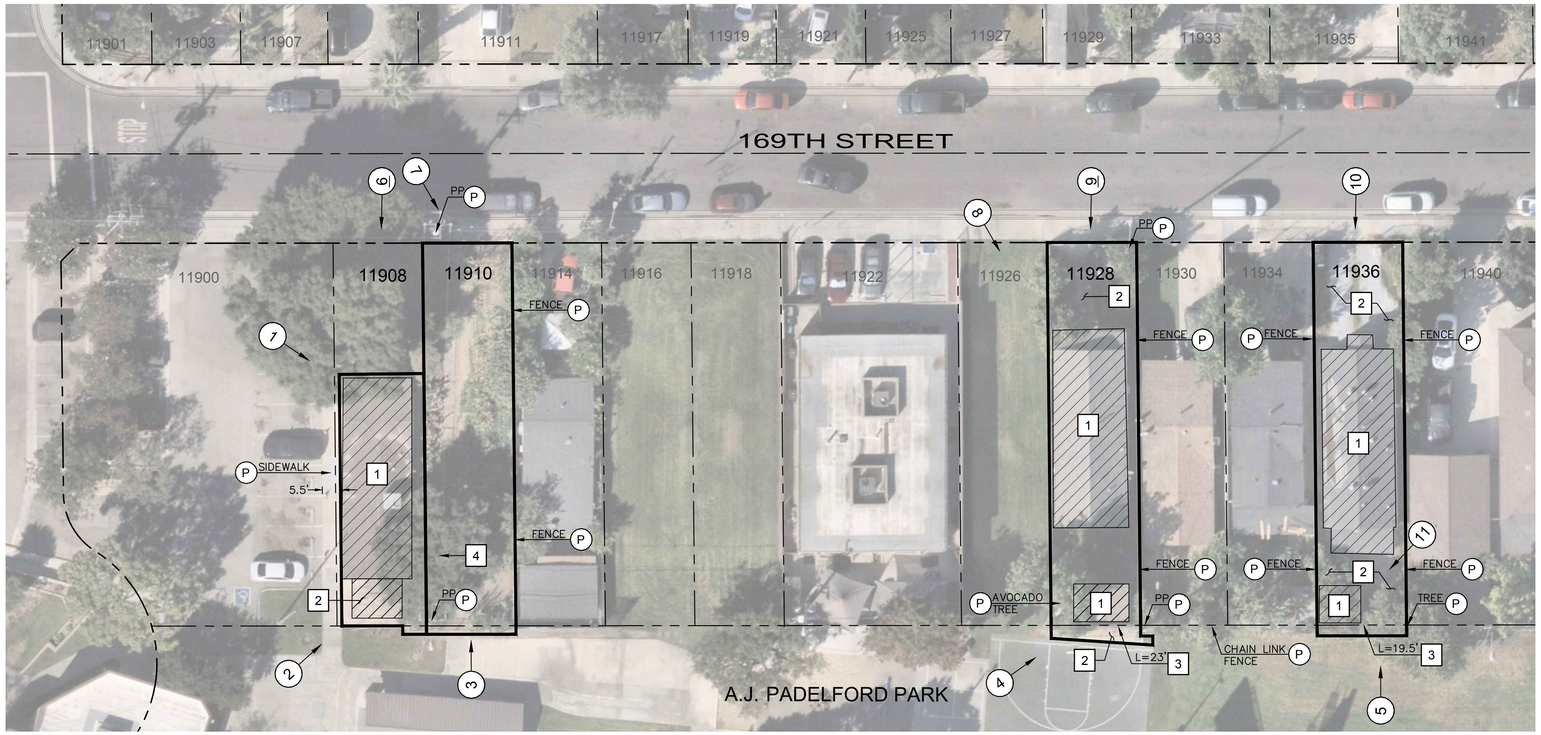
PROJECT: SITE DEVELOPMENT AT 11908, 11910, 11928, & 11936 169TH STREET
SHEET: TITLE SHEET & VICINITY MAP
C-1
CITY OF ARTESIA
DEPARTMENT OF ENGINEERING
SHEET NO. 1 OF 7



PHOTO NO. 1: 11908 STRUCTURE



PHOTO NO. 2: 11908 STRUCTURE



DEMOLITION AND PHOTO LOCATION PLAN

SCALE: 1"=20'

GENERAL NOTES

1. CONTRACTOR SHALL CLEAR AND GRUB WITHIN THE DEMOLITION LIMITS. CONTRACTOR SHALL CLEAR THE PROJECT SITE WITHIN THE CONFINES OF THE DEMOLITION LIMIT LINE. THE CONTRACTOR SHALL DEMOLISH AND REMOVE FROM THE SITE ALL EXISTING UTILITIES, STRUCTURES, CONCRETE PAVEMENT, PLANTERS, TREES, AND ALL OTHER SITE FEATURES, UNLESS OTHERWISE NOTED ON THE PLAN.
2. CONTRACTOR SHALL REMOVE ALL UNDERGROUND UTILITIES WITHIN THE DEMOLITION LIMITS AND CUT AND CAP AT 169TH STREET PROPERTY LINE.
3. DISPOSAL OF MATERIALS SHALL BE ACCORDANCE WITH THE ASBESTOS REPORT. SEE ATTACHMENT A OF THE SPECIFICATION.
4. UNLESS OTHERWISE NOTED, CONTRACTOR SHALL REMOVE AND DISPOSE OF EXISTING TREES AND ROOTS WITHIN THE DEMOLITION LIMIT.
5. UNLESS OTHERWISE NOTED, CONTRACTOR SHALL REMOVE AND DISPOSE OF EXISTING PERIMETER FENCING AND GATES WITHIN THE DEMOLITION LIMIT.
6. EROSION CONTROL MEASURES SHALL BE IMPLEMENTED TO PREVENT DEBRIS AND UNSUITABLE MATERIALS FROM ENTERING STORM DRAINS, SANITARY SEWERS, AND STREETS.
7. THE CONTRACTOR SHALL VERIFY THE LOCATION AND QUANTITY OF EXISTING SURFACE STRUCTURES AND SHALL BE SOLELY RESPONSIBLE FOR ANY UNIDENTIFIED UTILITIES, IMPROVEMENTS, TREES, ETC. TO BE DEMOLISHED AND REMOVED WITHIN THE DEMOLITION LIMIT, INCLUDING APPURTENANT FOUNDATIONS OR SUPPORTS.
8. DEMOLITION CALLOUTS HEREON ARE REPRESENTATIVE OF WHAT IS TO BE DONE, NOT AN ITEMIZED ACCOUNTING FOR EACH PIPE, CATCH BASIN, VAULTS, ETC. THAT IS TO BE DEMOLISHED, REMOVED, AND DISPOSED OF.

DEMOLITION NOTES

1. DEMOLISH AND PROPERLY DISPOSE OF ONE STORY BUILDING STRUCTURE INCLUDING FLOOR SLAB AND ASSOCIATED CONCRETE PAD AND FOUNDATION.
2. DEMOLISH AND PROPERLY DISPOSE OF CONCRETE PAVEMENT WITHIN THE DEMOLITION LIMIT.
3. REMOVE AND PROPERLY DISPOSE OF 12' TALL CHAIN LINK FENCE, INCLUDING 3 POSTS AND FOUNDATION. LENGTH PER PLAN.
4. REMOVE AND PROPERLY DISPOSE OF TREE (22" TRUNK DIAMETER) AND ITS ROOT INCLUDING THE ROOT BALL. RE-GRADE EXCAVATED AREA SO THAT ITS FLUSHED WITH SURROUNDING GRADE.

(P) PROTECT IN PLACE. ITEM AS NOTED.

LEGEND

DEMOLITION LIMIT

STRUCTURES TO BE DEMOLISHED AND DISPOSE OF

(#) PHOTO LOCATION AND ORIENTATION. SEE PHOTO PER DESIGNATED NUMBER.

SITE TABLE

ADDRESS NO.	DEMO AREA (SF)	STRUCTURE AREA (SF)
11908	1,682	1,243
11910	2733	NONE
11928	2,794	1,303
11936	2,750	1,289

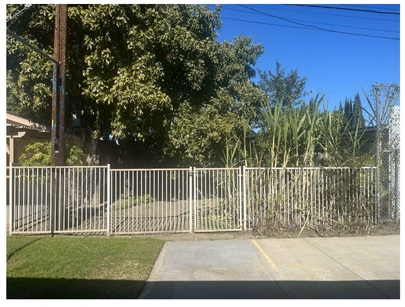


PHOTO NO. 3: 11910 SITE



PHOTO NO. 4: 11928 STRUCTURE



PHOTO NO. 5: 11936 STRUCTURE



PHOTO NO. 6: 11908 STRUCTURE



PHOTO NO. 7: 11910 SITE



PHOTO NO. 8: 11928 STRUCTURE



PHOTO NO. 9: 11928 STRUCTURE



PHOTO NO. 10: 11936 STRUCTURE



PHOTO NO. 11: 11936 BACKYARD

GRAPHIC SCALE

0 10 20 40 60

SCALE: 1"=20'

REVISIONS:

NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER RONALDO G. IBARRA No. C 66789 CIVIL STATE OF CALIFORNIA

PLANS PREPARED BY:

CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
18747 CLARKDALE AVENUE
ARTESIA, CA 90701
PHONE: 562-865-6262

LESLIE NACIONALES-TAFOYA
PROJECT MANAGER

RON IBARRA, PE
CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	6/8/2026
DRAFTED BY: R. IBARRA	6/8/2026
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APPROVED BY: A. AVALOS	6/8/2026

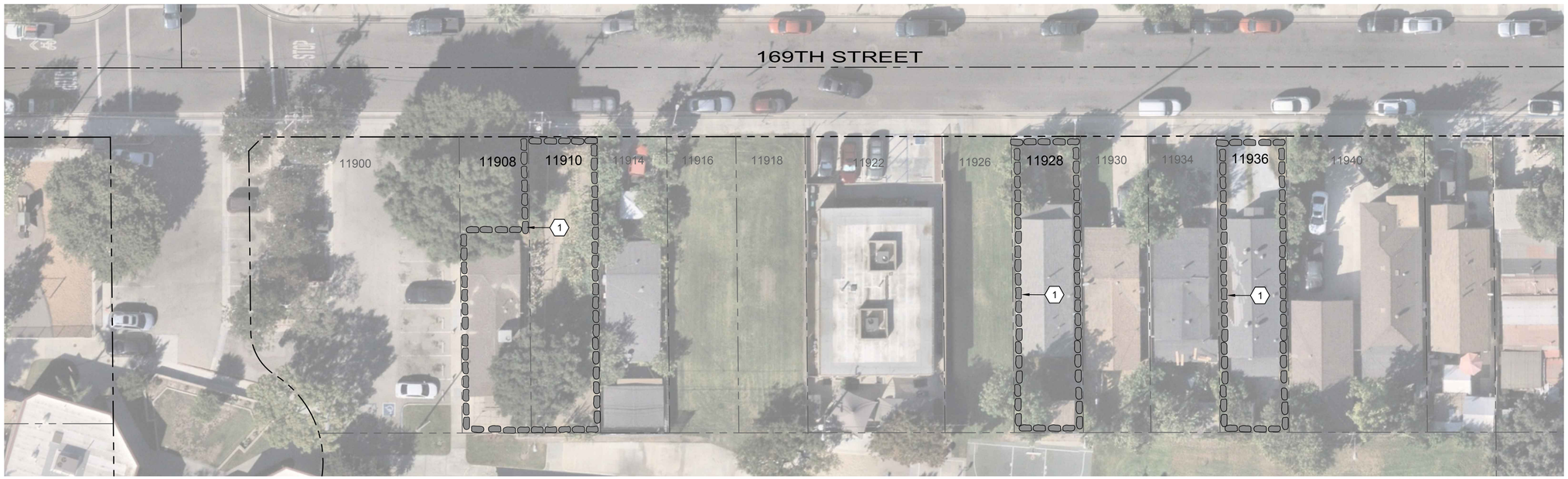
ARTESIA CALIFORNIA

PROJECT: SITE DEVELOPMENT AT 11908, 11910, 11928, & 11936 169TH STREET

SHEET: DEMOLITION AND PHOTO LOCATION PLAN

CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

C-2



EROSION CONTROL PLAN

SCALE: 1"=20'

GENERAL NOTES

1. IN CASE OF EMERGENCY, CALL LESLIE NACIONALES–TAFOYA AT (562) 865–6262 EXT. 246
2. A STAND–BY CREW FOR EMERGENCY WORK SHALL BE AVAILABLE AT ALL TIMES DURING THE RAINY SEASON (OCTOBER 1 TO APRIL 15). NECESSARY MATERIALS SHALL BE AVAILABLE ON–SITE AND STOCKPILED AT CONVENIENT LOCATIONS TO FACILITATE RAPID CONSTRUCTION OF EMERGENCY DEVICES WHEN RAIN IS IMMINENT.
3. EROSION CONTROL DEVICES SHOWN ON THIS PLAN MAY BE REMOVED WHEN APPROVED BY THE GRADING INSPECTOR IF THE GRADING OPERATION HAS PROGRESSED TO THE POINT WHERE THEY ARE NO LONGER REQUIRED.
4. ALL SILT AND DEBRIS SHALL BE REMOVED FROM ALL DEVICES WITHIN 24 HOURS AFTER EACH RAINSTORM AND BE DISPOSED OF PROPERLY.
5. WHENEVER THE DEPTH OF WATER IN ANY DEVICE EXCEEDS TWO FEET A GUARD SHALL BE POSTED ON THE SITE OR OTHER PRECAUTIONARY METHODS APPROVED BY THE CONSTRUCTION MANAGER SHALL BE IMPLEMENTED. THE DEVICE SHALL BE DRAINED OR PUMPED DRY WITHIN 24 HOURS AFTER EACH RAINSTORM.
6. ALL LOOSE SOILS AND DEBRIS WHICH MAY CREATE A POTENTIAL HAZARD TO OFF–SITE PROPERTY SHALL BE REMOVED FROM THE SITE AS DIRECTED BY THE CITY'S GRADING INSPECTOR / CONSTRUCTION MANAGER.
7. THE PLACEMENT OF ADDITIONAL DEVICES TO REDUCE EROSION DAMAGE WITHIN THE SITE IS LEFT TO THE DISCRETION OF THE CONSTRUCTION MANAGER AND CIVIL ENGINEER.
8. DESILTING BASINS MAY NOT BE REMOVED OR MADE INOPERABLE BETWEEN OCTOBER 1 AND APRIL 15 OF THE FOLLOWING YEAR, WITHOUT THE APPROVAL OF THE CITY'S GRADING INSPECTOR / CONSTRUCTION MANAGER OR SWPPP PREPARER.
9. EROSION CONTROL DEVICES ARE TO BE MODIFIED AS NEEDED AS THE PROJECT PROGRESSES AND PLANS OF THESE CHANGES MUST BE SUBMITTED FOR APPROVAL AS REQUIRED.
10. EVERY EFFORT SHOULD BE MAD TO ELIMINATE THE DISCHARGE OF NON–STORM WATER FROM THE PROJECT SITE AT ALL TIMES.
11. ERODED SEDIMENTS AND OTHER POLLUTANTS MUST BE RETAINED ON–SITE AND MAY NOT BE TRANSPORTED FROM THE SITE VIA SHEET FLOW, SWALES, AREA DRAINS, NATURAL DRAINAGE COURSES OR WIND.
12. STOCKPILES OF EARTH AND OTHER CONSTRUCTION RELATED MATERIALS MUST BE PROTECTED FROM BEING TRANSPORTED FROM THE SITE BY THE FORCES OF WIND OR WATER.
13. FUELS, OILS, SOLVENTS, AND OTHER TOXIC MATERIALS MUST BE STORED IN ACCORDANCE WITH THEIR MANUFACTURER'S RECOMMENDATIONS AND ARE NOT TO CONTAMINATE THE SOILS AND SURFACE WATERS. ALL APPROVED STORAGE CONTAINERS ARE TO BE PROTECTED FROM THE WEATHER. SPILLS MUST BE CLEANED UP IMMEDIATELY AND DISPOSED OF IN A PROPER MANNER. SPILLS MAY NOT BE WASHED INTO THE DRAINAGE SYSTEM.
14. EXCESS OR WASTE CONCRETE MAY NOT BE WASHED INTO THE PUBLIC WAY OR ANY OTHER DRAINAGE SYSTEM. PROVISIONS SHALL BE MADE TO RETAIN CONCRETE WASTES ON–SITE UNTIL THEY CAN BE DISPOSED OF AS SOLID WASTE.
15. DEVELOPERS/CONTRACTORS ARE RESPONSIBLE TO INSPECT ALL EROSION CONTROL DEVICES AND BMP'S ARE INSTALLED AND FUNCTIONING PROPERLY IF THERE IS A 40% CHANCE OF 0.25 INCHES OR GREATER OF PREDICTED PRECIPITATION, AND AFTER ACTUAL PRECIPITATION. A CONSTRUCTION SITE INSPECTION CHECKLIST AND INSPECTION LOG SHALL BE MAINTAINED AT THE PROJECT SITE AT ALL TIMES AND AVAILABLE FOR REVIEW BY THE BUILDING OFFICIAL (COPIES OF THE SELF–INSPECTION CHECKLIST AND INSPECTION LOGS ARE AVAILABLE UPON REQUEST).
16. TRASH AND CONSTRUCTION RELATED SOLID WASTES MUST BE DEPOSITED INTO A COVERED RECEPTACLE TO PREVENT CONTAMINATION OF RAINWATER AND DISPERSAL BY WIND.
17. SEDIMENTS AND OTHER MATERIALS MAY NOT BE TRACKED FROM THE SITE BY VEHICLE TRAFFIC. THE CONSTRUCTION ENTRANCE ROADWAYS MUST BE STABILIZED SO AS TO INHIBIT SEDIMENTS FROM BEING DEPOSITED INTO THE PUBLIC WAY. ACCIDENTAL DEPOSITIONS MUST BE SWEPT UP IMMEDIATELY AND MAY NOT BE WASHED DOWN BY RAIN OR OTHER MEANS.
18. ANY SLOPES WITH DISTURBED SOILS OR UNCOVERED OF VEGETATION MUST BE STABILIZED SO AS TO INHIBIT EROSION BY WIND AND WATER.
19. COVER AND PROTECT FROM EROSION LOOSE STOCKPILED CONSTRUCTION MATERIALS THAT ARE NOT ACTIVELY BEING USED (I.E. SOIL, SPOILS, AGGREGATE, FLY–ASH, STUCCO, HYDRATED LIME, ETC.).
20. STORE CHEMICALS IN WATERTIGHT CONTAINERS (WITH APPROPRIATE SECONDARY CONTAINMENT TO PREVENT ANY SPILLAGE OR LEAKAGE) OR IN A STORAGE SHED (COMPLETELY ENCLOSED).
21. MINIMIZE EXPOSURE OF CONSTRUCTION MATERIALS TO PRECIPITATION.
22. PREVENT DISPOSAL OF ANY RINSE OR WASH WATERS OR MATERIALS ON IMPERVIOUS OR PERVIOUS SITE SURFACES OR INTO THE STORM DRAIN SYSTEM.
23. ENSURE THE CONTAINMENT OF SANITATION FACILITIES (E.G., PORTABLE TOILETS) TO PREVENT DISCHARGES OF POLLUTANTS TO THE STORM WATER DRAINAGE SYSTEM OR RECEIVING WATER.
24. CLEAN OR REPLACE SANITATION FACILITIES AND INSPECT THEM REGULARLY FOR LEAKS AND SPILLS.
25. COVER WASTE DISPOSAL CONTAINERS AT THE END OF EVERY BUSINESS DAY AND DURING A RAIN EVENT.
26. PREVENT DISCHARGES FROM WASTE DISPOSAL CONTAINERS TO THE STORM WATER DRAINAGE SYSTEM OR RECEIVING WATER.
27. CONTAIN AND SECURELY PROTECT STOCKPILED WASTE MATERIAL FROM WIND AND RAIN AT ALL TIMES UNLESS ACTIVELY BEING USED.
28. IMPLEMENT PROCEDURES THAT EFFECTIVELY ADDRESS HAZARDOUS AND NONHAZARDOUS SPILLS.
29. DEVELOP A SPILL RESPONSE AND IMPLEMENTATION PLAN TO OUTLINE STANDARD CLEANUP PROCEDURES PRIOR TO COMMENCEMENT OF CONSTRUCTION ACTIVITIES. THESE PROCEDURES SHALL INCLUDE CLEANUP OF SPILLS FOR EQUIPMENT AND MATERIALS. THE SPILL RESPONSE IMPLEMENTATION PLAN SHALL BE AVAILABLE ON SITE. SPILLS AND LEAKS SHALL BE CLEANED UP IMMEDIATELY AND DISPOSED OF PROPERLY. APPROPRIATELY TRAINED SPILL RESPONSE PERSONNEL SHALL BE READY AT ALL TIMES.
30. PREVENT OIL, GREASE, OR FUEL FROM LEAKING INTO THE GROUND, STORM DRAINS OR SURFACE WATERS.
31. IMPLEMENT APPROPRIATE BMPS WHENEVER EQUIPMENT OR VEHICLES ARE FUELED, MAINTAINED OR STORED.
32. CLEAN LEAKS IMMEDIATELY AND DISPOSE OF LEAKED MATERIALS PROPERLY.
33. CONTRACTOR SHALL ENSURE EFFECTIVENESS OF EXISTING BMPS TO REDUCE OR PREVENT POLLUTANTS IN STORM WATER DISCHARGES AND AUTHORIZED NON–STORM WATER DISCHARGES.
34. IMPLEMENT MEASURES TO CONTROL ALL NON–STORM WATER DISCHARGES DURING CONSTRUCTION.
35. IMPLEMENT EFFECTIVE WIND EROSION CONTROL.
36. PROVIDE EFFECTIVE SOIL COVER FOR INACTIVE (AREAS OF CONSTRUCTION ACTIVITY THAT HAVE BEEN DISTURBED AND ARE NOT SCHEDULED TO BE RE–DISTURBED FOR AT LEAST 14 DAYS) AREAS AND ALL FINISHED SLOPES, AND UTILITY BACKFILL.
37. PROVIDE EFFECTIVE SOIL COVER FOR INACTIVE (AREAS OF CONSTRUCTION ACTIVITY THAT HAVE BEEN DISTURBED AND ARE NOT SCHEDULED TO BE RE–DISTURBED FOR AT LEAST 14 DAYS) AREAS AND ALL FINISHED SLOPES, AND UTILITY BACKFILL.
38. THE CONTRACTOR SHALL LIMIT THE USE OF PLASTIC MATERIALS WHEN MORE SUSTAINABLE, ENVIRONMENTALLY FRIENDLY ALTERNATIVES EXIST. WHERE PLASTIC MATERIALS ARE DEEMED NECESSARY, THE CONTRACTOR SHALL CONSIDER THE USE OF PLASTIC MATERIALS RESISTANT TO SOLAR DEGRADATION.
39. ESTABLISH AND MAINTAIN EFFECTIVE PERIMETER CONTROLS AS NEEDED, AND IMPLEMENT EFFECTIVE BMPS FOR ALL CONSTRUCTION ENTRANCES AND EXITS TO SUFFICIENTLY CONTROL EROSION AND SEDIMENT DISCHARGES FROM THE SITE.
40. THE CONTRACTOR SHALL ENSURE THAT ALL STORM DRAIN INLETS, PERIMETER CONTROLS, RUNOFF CONTROL BMPS, AND POLLUTANT CONTROLS AT ENTRANCES AND EXITS (E.G. TIRE WASH–OFF LOCATIONS) ARE MAINTAINED AND PROTECTED FROM ACTIVITIES THAT REDUCE THEIR EFFECTIVENESS.
41. INSPECT ALL IMMEDIATE ACCESS ROADS, AT A MINIMUM DAILY AND PRIOR TO ANY RAIN EVENT. THE DISCHARGER SHALL REMOVE ANY SEDIMENT OR OTHER CONSTRUCTION ACTIVITY–RELATED MATERIALS THAT ARE DEPOSITED ON THE ROADS (BY VACUUMING OR SWEEPING).
42. IMPLEMENT ADDITIONAL SITE SPECIFIC SEDIMENT CONTROL REQUIREMENTS IF THE IMPLEMENTATIONS OF THE OTHER REQUIREMENTS IN THESE WATER POLLUTION CONTROL DRAWINGS ARE NOT ADEQUATELY PROTECTING THE RECEIVING WATERS.

BEST MANAGEMENT PRACTICES

THE FOLLOWING BMP'S AS OUTLINED, BUT NOT LIMITED TO, THE BEST MANAGEMENT PRACTICE HANDBOOK CALIFORNIA STORM WATER QUALITY ASSOCIATION, SACRAMENTO, CALIFORNIA 2019, (http://www.cabmphandbooks.com/Construction.asp) OR THE LATEST REVISED EDITION, MAY APPLY DURING THE CONSTRUCTION OF THIS PROJECT (ADDITIONAL MEASURES MAY BE REQUIRED IF DEEMED APPROPRIATE BY AGENCY INSPECTORS):

LEGEND:

■ MANDATORY
□ USE AS NECESSARY

CONSTRUCTION BMPs:

EROSION CONTROL BMPs
- ■ EC–1 SCHEDULING
- ■ EC–2 PRESERVATION OF EXISTING VEGETATION
- □ EC–3 HYDRAULIC MULCH
- □ EC–4 HYDROSEEDING
- □ EC–5 SOIL BINDERS
- □ EC–6 STRAW MULCH
- □ EC–7 GEOTEXTILES AND MATS
- □ EC–8 WOOD MULCHING
- □ EC–9 EARTH DIKES AND DRAINAGE SWALES
- □ EC–10 VELOCITY DISSIPATION DEVICES
- □ EC–11 SLOPE DRAINS
- □ EC–12 STREAMBANK STABILIZATION
- □ EC–13 RESERVED
- □ EC–14 COMPOST BLANKET
- □ EC–15 SOIL PREPARATION/ROUGHENING
- □ EC–16 NON–VEGETATIVE STABILIZATION

SEDIMENT CONTROL BMPs
- □ SE–1 SILT FENCE
- □ SE–2 SEDIMENT BASIN
- □ SE–3 SEDIMENT TRAP
- □ SE–4 CHECK DAMS
- □ SE–5 FIBER ROLLS
- □ SE–6 GRAVEL BAG BERM
- □ SE–7 STREET SWEEPING AND VACUUMING
- ■ SE–8 SANDBAG BARRIER
- □ SE–9 STRAW BALE BARRIER
- ■ SE–10 STORM DRAIN INLET PROTECTION
- □ SE–11 ACTIVE TREATMENT SYSTEMS
- □ SE–12 TEMPORARY SILT DIKE
- □ SE–13 COMPOST SOCKS AND BERMS
- □ SE–14 BIOFILTER BAGS

TRACKING CONTROL BMPs
- ■ TC–1 STABILIZED CONSTRUCTION ENTRANCE/EXIT
- □ TC–2 STABILIZED CONSTRUCTION ROADWAY
- □ TC–3 ENTRANCE OR OUTLET TIRE WASH

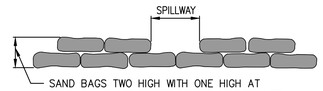
NON–STORMWATER MANAGEMENT BMPs:
- ■ NS–1 WATER CONSERVATION PRACTICES
- □ NS–2 DEWATERING OPERATIONS
- ■ NS–3 PAVING & GRINDING OPERATIONS
- □ NS–4 TEMPORARY STREAM CROSSING
- □ NS–5 CLEAR WATER DIVERSION
- □ NS–6 ILLICIT CONNECTION OR DISCHARGE
- ■ NS–7 POTABLE WATER OR IRRIGATION
- ■ NS–8 VEHICLE AND EQUIPMENT CLEANING
- ■ NS–9 VEHICLE AND EQUIPMENT FUELING
- ■ NS–10 VEHICLE & EQUIPMENT MAINTENANCE
- □ NS–11 PILE DRIVING OPERATIONS
- □ NS–12 CONCRETE CURING
- □ NS–13 CONCRETE FINISHING
- □ NS–14 MATERIAL OVER WATER
- □ NS–15 DEMOLITION ADJACENT TO WATER
- □ NS–16 TEMPORARY BATCH PLANTS

WIND EROSION CONTROL:
- □ WE–1 WIND EROSION CONTROL

WASTE MANAGEMENT & MATERIALS POLLUTION CONTROL
- ■ WM–01 MATERIAL DELIVERY AND STORAGE
- ■ WM–02 MATERIAL USE
- ■ WM–03 STOCKPILE MANAGEMENT
- ■ WM–04 SPILL PREVENTION AND CONTROL
- ■ WM–05 SOLID WASTE MANAGEMENT
- ■ WM–06 HAZARDOUS WASTE MANAGEMENT
- □ WM–07 CONTAMINATED SOIL MANAGEMENT
- □ WM–08 CONCRETE WASTE MANAGEMENT
- ■ WM–09 SANITARY OR SEPTIC WASTE MANAGEMENT
- ■ WM–10 LIQUID WASTE MANAGEMENT

WATER POLLUTION CONTROL NOTES

(1) PLACE SANDBAGS OR GRAVEL BAGS TWO HIGH AND CONSTRUCT SPILLWAY AT LOW POINT AND AT BOTH SIDES OF TRENCHES PER DETAIL 1 HEREON (SE–8)



DETAIL 1: SAND OR GRAVEL BERM

N.T.S.

GRAPHIC SCALE

0 10 20 40 60

SCALE: 1"=20'

REVISIONS:

NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER — RONALDO G. IBARRA — No. C 66789 — CIVIL — STATE OF CALIFORNIA

PLANS PREPARED BY:

CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
18747 CLARKDALE AVENUE
ARTESIA, CA 90701
PHONE: 562–865–6262

LESLIE NACIONALES–TAFOYA, PROJECT MANAGER
RON IBARRA, PE, CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	6/8/2026
DRAFTED BY: R. IBARRA	6/8/2026
CHECKED BY: L. N–TAFOYA	6/8/2026
APPROVED BY: A. AVALOS	6/8/2026

ARTESIA CALIFORNIA

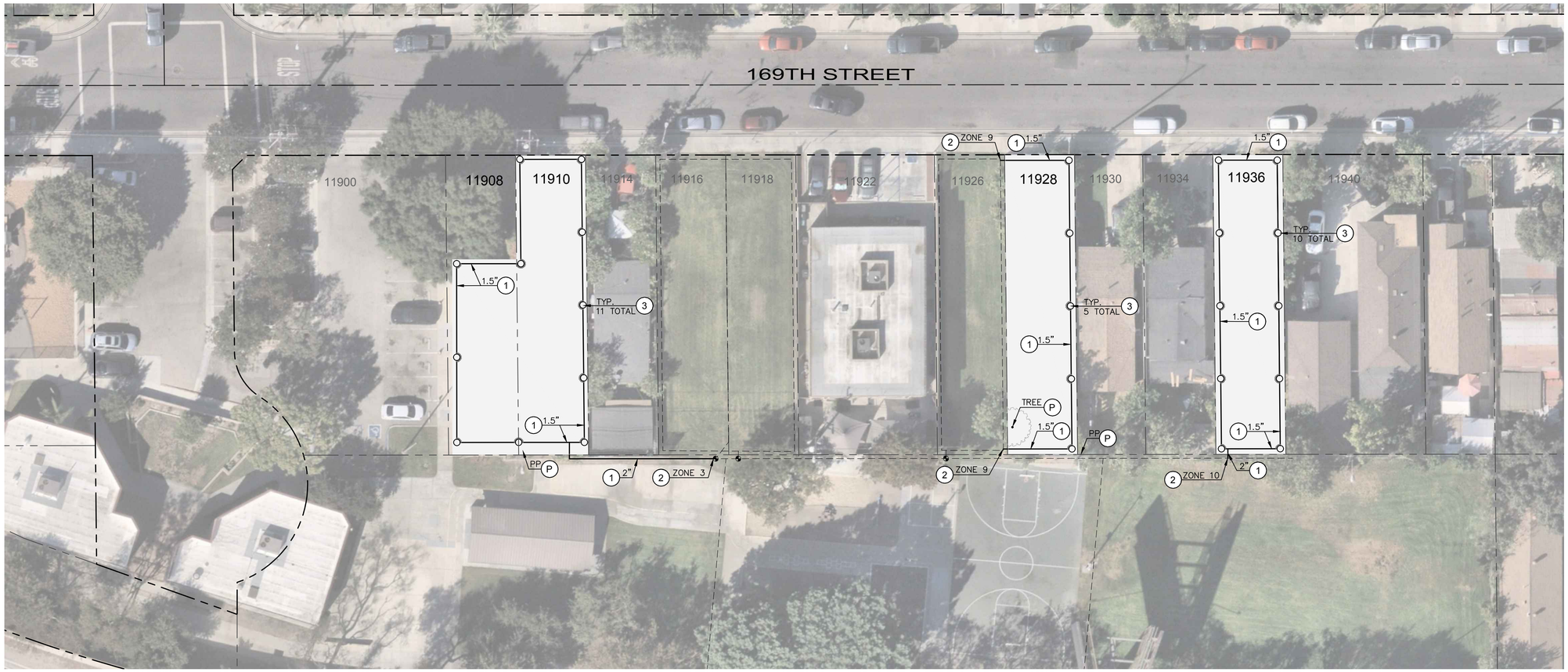
PROJECT: SITE DEVELOPMENT AT 11908, 11910, 11928, & 11936 169TH STREET

SHEET: EROSION CONTROL PLAN

CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

C-3

SHEET NO. 3 OF 7



IRRIGATION PLAN

SCALE: 1"=20'

GENERAL NOTES

1. IRRIGATION LINES SHALL BE BURIED 1.5' BELOW FINISHED GRADE.
2. IRRIGATION PIPING AND RELATED EQUIPMENT ARE DRAWN DIAGRAMMATICALLY. SCALED DIMENSIONS ARE APPROXIMATE ONLY. BEFORE PROCEEDING WITH WORK, CAREFULLY CHECK AND VERIFY DIMENSIONS AND IMMEDIATELY NOTIFY THE CITY OF DISCREPANCIES BETWEEN THE DRAWINGS OR SPECIFICATIONS AND THE ACTUAL CONDITIONS. THE CONTRACTOR SHALL BE RESPONSIBLE TO INSTALL THE WORK IN SUCH A MANNER THAT IT WILL BE IN CONFORMANCE TO SITE CONDITIONS, COMPLETE, AND IN GOOD WORKING ORDER.
3. THE CITY SHALL BE INFORMED OF THE PROGRESS OF THE WORK SO THAT WORK MY BE OBSERVED AT THE FOLLOWING KEY TIMES IN THE CONSTRUCTION PROCESS. THE CITY SHALL BE AFFORDED SUFFICIENT TIME TO SCHEDULE VISIT TO THE SITE. FAILURE OF THE CITY TO MAKE FIELD OBSERVATIONS SHALL NOT RELIEVE THE CONTRACTOR FROM MEETING ALL THE REQUIREMENTS ON THE PLANS AND SPECIFICATIONS:
   - 3.A. PRE CONSTRUCTION MEETING
   - 3.B. TRENCHING
   - 3.C. PRESSURE MAINLINE TEST
   - 3.D. PRE MAINTENANCE OBSERVATION
   - 3.E. FINAL SITE OBSERVATION AND ACCEPTANCE
4. CONTRACTOR SHALL INCLUDE IN THE BID CONTINUED MAINTENANCE (WARRANTY) PERIOD OF 180 DAYS AFTER COMPLETION OF CONSTRUCTION AND ACCEPTANCE OF THE PROJECT BY THE CITY OR ITS REPRESENTATIVE.
5. PIPE SIZES SHALL CONFORM TO THOSE SHOWN ON THE PLANS WITH NO SMALLER SUBSTITUTIONS. LARGER SIZE PIPE SUBSTITUTIONS MAY BE APPROVED.
6. AFTER COMPLETION AND PRIOR TO INSTALLATION OF ANY TERMINAL FITTING, THE ENTIRE PIPELINE SYSTEM SHALL BE THOROUGHLY FLUSHED TO REMOVE DIRT, DEBRIS, AND OTHER MATERIALS.

CONSTRUCTION NOTES

(1) INSTALL IRRIGATION LINE. SIZE PER PLAN. 2" OR GREATER SHALL BE PVC SCHEDULE 40. LESS THAN 2" SHALL BE PVC CLASS 200 SDR 21. INSTALL THRUST BLOCKS PER DETAIL A HEREON.

(2) CONNECT NEW IRRIGATION LINE TO EXISTING. ZONE PER PLAN. SEE SHEET C-5 FOR EXISTING IRRIGATION SYSTEM AND ZONE DESIGNATION. THE CONTRACTOR SHALL VERIFY WATER PRESSURE PRIOR TO INSTALLATION AND NOTIFY THE CITY OF INSUFFICIENT PRESSURE TO THE NEW LINES PRIOR TO INSTALLATION.

(3) INSTALL 6" POP-UP IRRIGATION HEAD BY HUNTER MODEL I-20-06 1.5 TURF ROTOR OR APPROVED EQUAL. ADJUSTABLE AND FULL CIRLE. PLASTIC RISER. DRAIN CHECK VALVE. STANDARD NOZZLE. PATTERN PER PLAN.

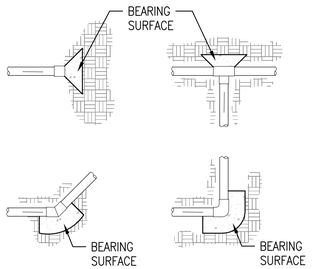
(P) PROTECT IN PLACE. ITEM AS NOTED.

LEGEND

- EXISTING IRRIGATION LINE
- NEW IRRIGATION LINE. SIZE PER PLAN
- 6" POP-UP SPRINKLER HEAD. QUARTER PATTERN
- 6" POP-UP SPRINKLER HEAD. HALF PATTERN
- 6" POP-UP SPRINKLER HEAD. THREE-QUARTER PATTERN

NOTE TO THE CONTRACTOR

1. CONTRACTOR TO FIELD VERIFY THE EXISTING IRRIGATION SYSTEM AND EQUIPMENT AND TO REVIEW THE EXISTING CONDITIONS OF SYSTEM PRIOR TO SUBMITTING A BID. SUBMISSION OF BID IS EVIDENCE THAT THIS SITE VISIT HAS TAKEN PLACE.
2. CONTRACTOR TO INSPECT EXISTING IRRIGATION SYSTEM AND ADJUST AS NECESSARY TO ENSURE HEAD TO HEAD COVERAGE AND AN EFFICIENT IRRIGATION SYSTEM AND VERIFY OPTIMAL OPERATION.
3. CONTRACTOR TO ENSURE EXISTING IRRIGATION SYSTEMS IS UNINTERRUPTED DURING THIS CONSTRUCTION AND ALL PLAN MATERIAL RECEIVES THEIR REGULARLY SCHEDULED IRRIGATION.
4. CONTRACTOR SHALL REPAIR AND REPLACE ANY EQUIPMENT DAMAGED DUE TO CONSTRUCTION.
5. CONTRACTOR SHALL BE RESPONSIBLE FOR MAKING HIMSELF/HERSELF FAMILIAR WITH UNDERGROUND UTILITIES, PIPES, AND STRUCTURES. CONTRACTOR SHALL TAKE SOLE RESPONSIBILITY FOR ANY COST INCURRED DUE TO DAMAGE OF SAID UTILITIES.
6. INFORMATION ON THE DRAWINGS RELATING TO EXISTING UTILITY LINES AND SERVICES FROM THE BEST SOURCES AVAILABLE. ALL SUCH INFORMATION IS FURNISHED ONLY FOR INFORMATION AND IS NOT GUARANTEED. THE CONTRACTOR SHALL EXCAVATE TEST PITS AS REQUIRED TO DETERMINE THE EXACT LOCATION OF EXISTING UTILITIES.
7. THE CONTRACTOR SHALL ADEQUATELY PROTECT THE WORK, ADJACENT PROPERTY, AND THE PUBLIC, AND SHALL BE RESPONSIBLE FOR ANY DAMAGES OR INJURY DUE TO THE CONTRACTOR'S ACTION.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY COORDINATION WITH SUBCONTRACTORS AS REQUIRING TO ACCOMPLISH THE IRRIGATION INSTALLATION OPERATIONS.
9. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO BE AWARE OF ALL SURFACE AND SUB-SURFACE CONDITIONS, AND TO NOTIFY THE CITY, IN WRITING, OF ANY CIRCUMSTANCES THAT WOULD NEGATIVELY IMPACT THE INSTALLATION OF THE WORK. DO NOT PROCEED WITH WORK UNTIL UNSATISFACTORY CONDITIONS HAVE BE CORRECTED.



MINIMUM BEARING SURFACE AREA

PIPE SIZE	TEE & PLUG	90° BEND	45° BEND
1-1/2"	0.45 FEET^2	0.63 FEET^2	0.34 FEET^2
2"	0.69 FEET^2	0.97 FEET^2	0.53 FEET^2

NOTES:

1. SIZE OF THRUST BLOCKS SHALL BE SPECIFIED AS SHOWN IN THE TABLE.
2. CONTROL WIRES SHALL NOT BE ENCASED IN CONCRETE.
3. ALL FITTINGS SHALL BE WRAPPED IN POLYETHYLENE TO PREVENT CONCRETE FROM ADHERING TO PIPE, FITTINGS OR BOLTS.
4. JOINTS AND BOLTS SHALL BE ACCESIBLE FOR REPAIRS.
5. THRUST BLOCKS SHALL BE A MINIMUM OF 6" THICK
6. ONE 80 LBS. SACK OF CONCRETE SHALL COVER .6 FT^3

(A) THRUST BLOCK DETAIL

SCALE: N.T.S.

GRAPHIC SCALE

0 10 20 40 60

SCALE: 1"=20'

REVISIONS:

NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER — RONALDO G. IBARRA — No. C 66789 — CIVIL — STATE OF CALIFORNIA

PLANS PREPARED BY:
CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
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PHONE: 562-865-6262

LESLIE NACIONALES-TAFOYA, PROJECT MANAGER
RON IBARRA, PE, CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	6/8/2026
DRAFTED BY: R. IBARRA	6/8/2026
CHECKED BY: L. N-TAFOYA	6/8/2026
APPROVED BY: A. AVALOS	6/8/2026

ARTESIA CALIFORNIA

PROJECT: SITE DEVELOPMENT AT 11908, 11910, 11928, & 11936 169TH STREET

SHEET: IRRIGATION PLAN

CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

C-4

SHEET NO. 4 OF 7

SITE CLEARING OF RESIDENTIAL PROPERTIES AT 11916, 11918, AND 11926 169TH STREET AND HANDBALL COURT, ARTESIA, CA (FY 2022-2023)

Note to Contractor
- New 2" landscape water meter. Contractor to locate point of connection prior to commencement of work. System was designed at 75 PSI. The contractor shall verify the static pressure before the beginning of construction. If a discrepancy is noted, the contractor shall notify the Landscape Architect or Owner immediately.

Note to Contractor
- Contractor shall pull additional 2-wire to this location and place in a locking valve box for future use. See irrigation details for additional information. Contractor to extend the mainline five feet (5') past the true union ball valve and cap for future use.



LEGEND:

(#) ZONE AREA PER CONTROLLER

CONTROLLER MODULE:

Controller A
- Contractor to replace existing conventional controller with Baseline 1000x metal wall mounted decoder controller. Contractor shall verify controller location and general power prior to beginning of work. General contractor shall provide 120 volt power to this point

Notes:
1- The system indicated on the drawing is diagrammatic. All equipment shown in paved areas is diagrammatic. All equipment shall be located in planting areas. Avoid any conflicts between the irrigation system, planting, or architectural features.

2- All quantities and amounts shown on the plans are best estimates for the benefit of the Contractor. In field conditions may vary compared to what is shown on the plans. Therefore, it is the Contractor's responsibility to verify all lengths, square footages, and amounts prior to bidding the project.

3- Contractor shall verify point of connection and minimum static pressure prior to commencing of work. Any discrepancies shall be brought to the attention of the Owner and Landscape Architect prior to starting work.

4- All irrigation wire shall be installed in a minimum 1.5" Sch. 40 electrical conduit.

5- Baseline Controllers
a. Certificate of Installation (Certified Start Up) shall be required for the irrigation controller system. It is the responsibility of the Contractor to coordinate the certification and inspections with the distributor (see specifications). Contractor is responsible for any and all fees necessary to receive a Certificate of Installation. Copies of the Certificate of Installation shall be provided to the Owner's Representative and the Owner.
b. Contractor shall provide as a part of the project five (5) years of cell service to be purchased by the Contractor prior to the beginning of the maintenance period.
c. Contractor shall provide as a part of the project five (5) years of Base Manager Mobile Plus Access to be purchased by the Contractor prior to the beginning of the maintenance period.
d. The Contractor shall program the irrigation schedule to run off of the moisture sensors prior to the ending of the maintenance period and receiving the Notice of Completion by the Owner. Each valve shall be assigned to the respective moisture sensor. For example, tree valves shall be assigned to the tree moisture sensor, shrub valves shall be assigned to the shrub moisture sensor, and turf valves shall be assigned to the turf moisture sensor. Irrigation scheduling for valves shall occur before the moisture level in the soil reaches wilting point at the lower limit and stop prior to the soil reaching field capacity.
e. The Contractor shall be responsible for gpsing each remote control irrigation valve, ball valve, controller quick coupler valve, mainline sleeving under pavement, irrigation controller, backflow prevention device, booster pump and moisture sensors.
f. The Contractor shall label each valve in Base Manager indicating the valve type, emitter type and location on the site. For instance a tree valve in parkway would be labeled as Tree Bubbler Valve in Parkway (Bubblers).
g. The Contractor shall label each program in Base Manager indicating the specific program and zone. For instance the vine valves on drip emitters would be labeled as Vine Drip Program.
h. The Contractor shall label each moisture sensor in Base Manager indicating the valve it is connected to and what that valve is responsible for watering. For instance, the moisture sensor that is connected to the turf valve in the middle of a park would be labeled Turf Moisture Sensor (Valve 33).

6- Irrigation plans were designed in accordance with CA AB 1881; the Model Water Efficient Landscape Ordinance. It is the responsibility of the Irrigation Contractor to adhere to that ordinance. Any portion of the irrigation systems installation that comes into conflict with the state ordinance shall be immediately brought to the attention of the Owner and Landscape Architect. In the event that notification does not occur, the Irrigation Contractor assumes any and all responsibility for changes to the work which must be done in order to meet compliance.

Irrigation Legend

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	PSI	GPM	RADIUS
	Hunter I-20-06 1.5 Turf Rotor, 6" Pop-Up. Adjustable and Full Circle. Plastic Riser. Drain Check Valve. Standard Nozzle.	25	45	1.5	31'

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY
	Hunter ICV-G 1" 1", 1-1/2", 2", and 3" Plastic Electric Remote Control Valves, Globe Configuration, with NPT Threaded Inlet/Outlet, for Commercial/Municipal Use.	3
	Existing remote control valve. Contractor to replace existing valve with new Hunter ICV-G. Size to match existing. See irrigation detail.	7
	Matco-Norca 200RTD 2" to 12" Ductile Iron Epoxy Coated & Resilient Wedge Isolation Shut Off Valve. Same size as mainline pipe. Ring-Tite. See irrigation detail.	2
A	Watts Water Hammer Arrestor Watts 1" lead free water hammer arrestor model # LF15M2-F Install per manufacturer's specifications and recommendations. See irrigation detail.	1
BF	Zurn 375 XLB 2" Reduced Pressure Principle Assembly. Sizes 1/2", 3/4", 1", 1-1/4", 1-1/2", 2â€. Install per manufacturer's specifications and recommendations. See irrigation detail.	1
C	Baseline BL-1000X Two-wire controller in large 16 gauge powder-coated wall mount cabinet, base model 50 stations, expandable to 75 or 100 stations. Install per manufacturer's specifications and recommendations. See irrigation detail.	1
1D	Baseline BL-5201 Single station direct burial biCoder	10
MS	Baseline BL-5315B Includes commercial biSensor with installation guide, 50' connection wires plus DBR/Y-6 connectors (two-wire side only) and wire nuts.	2

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY
CM	Baseline BL-CM4G-X 4G Cell modem. Contractor shall include a five (5) years of cell service prior to the end of construction and beginning of the maintenance period.	1
LA	Baseline BL-LA01 Baseline two-wire surge arrestor	1
CC	Baseline BL-BMW2-PLUS-5Y BaseManager, LiveView & Mobile Access Advanced Contractor shall provide a five (5) year subscription prior to the end of construction and beginning of the maintenance period.	1
FS	Baseline BL-BHM150-NO 1-1/2" Baseline 1-1/2" Metal Hydrometer with with Integrated Flow and Master Valve Decoder, Normally Open, Male Threaded. Contractor shall verify the K factor and Offset is per the controller manufacturer's specifications prior to learning flow. See irrigastion detail.	1
BC	Strong Box SBBC-45CR Low profile, tube and wire construction smooth touch surface, cold rolled steel, backflow enclosure. 46.5"L, 28"H, 17.75"W.	1
	Cap for future use Cap at the mainline or lateral line for future use. The pressure and flow provided to that location are indicated next to the cap symbol.	1
GP	Grounding Plate Paige Electric 4" x 36" copper grounding plate. Install per controller manufacturer's specifications and recommendations. See irrigation detail.	1
M	Water Meter 2"	1

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY
	Irrigation Lateral Line: PVC Class 200 SDR 21 (Overhead) 3/4" See irrigation detail.	580.2 l.f.
	Irrigation Lateral Line: PVC Class 200 SDR 21 (Overhead) 1" See irrigation detail.	24.7 l.f.
	Irrigation Lateral Line: PVC Class 200 SDR 21 (Overhead) 1 1/2" See irrigation detail.	8.2 l.f.
	Irrigation Mainline: PVC Schedule 40 (Mainline) 2" See irrigation detial.	660.7 l.f.
	Pipe Sleeve: PVC Schedule 40 Standard pipe sleeve for irrigation pipe. Pipe sleeve shall be two times the diameter of pipe being sleeved. Irrigation mainline, lateral lines, and wire shall all be in separate sleeves.	98.8 l.f.

Valve Callout
Valve Number
Valve Flow
Valve Size

0 10 20 40
SCALE: 1 inch = 20 ft.

UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA
ATTENTION IS DIRECTED TO THE POSSIBLE EXISTENCE OF UNDERGROUND FACILITIES NOT SHOWN OR IN A LOCATION DIFFERENT FROM WHAT IS SHOWN ON THE PLANS OR IN THE SPECIAL PROVISIONS. THE CONTRACTOR SHALL TAKE STEPS TO ASCERTAIN THE EXACT LOCATION OF ALL UNDERGROUND FACILITIES PRIOR TO START OF WORK THAT MAY DAMAGE SUCH FACILITIES OR INTERFERE WITH THEIR SERVICES. BEFORE EXCAVATION, THE CONTRACTOR SHALL VERIFY THE LOCATION OF UNDERGROUND UTILITIES BY CONTACTING UNDERGROUND UTILITIES SERVICE ALERT AT 1 (800) 422-4133.

REVISIONS

NO.	DATE	BY	DESCRIPTION	APPROV.

UNDER THE SUPERVISION OF:
LICENSED LANDSCAPE ARCHITECT — KURT A. KOETHER — Signature — Date: 10/17/2022 — Renewal Date: 08/31/2023

WOOD ARCHITECTURE
1512 W. Mineral King Ave.
Visalia, Ca 93291
559. 786. 9600 (c)
559. 636. 3277 (f)
www.iwoodarchitecture.com

DESIGNED BY:	KURT KOETHER
DRAWN BY:	KURT KOETHER
CHECKED BY:	DATE: 10/17/2022

INFRASTRUCTURE ENGINEERS
3060 Saturn Street, Suite 250
Brea, CA 92821
Tel: (714) 940-0100
Fax: (714) 940-0700
www.infrastructure-engineers.com

CITY OF ARTESIA
Department of Public Works

SITE CLEARING OF EXISTING RESIDENTIAL PROPOERTIES AT 11916, 11918 AND 11926, 169th STREET AND HANDBALL COURT, ARTESIA, CA

IRRIGATION PLAN

Sheet Number: L-3
Sheet 8 of 12

J. N. 1100.06

FOR REFERENCE ONLY

REVISIONS:

NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER — RONALDO G. IBARRA — No. C 66789 — CIVIL — STATE OF CALIFORNIA

PLANS PREPARED BY:
CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
18747 CLARKDALE AVENUE
ARTESIA, CA 90701
PHONE: 562-865-6262
LESLIE NACIONALES-TAFOYA, PROJECT MANAGER
RON IBARRA, PE, CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	6/8/2026
DRAFTED BY: R. IBARRA	6/8/2026
CHECKED BY: L. N-TAFOYA	6/8/2026
APPROVED BY: A. AVALOS	6/8/2026

ARTESIA CALIFORNIA

PROJECT: SITE DEVELOPMENT AT 11908, 11910, 11928, & 11936 169TH STREET
SHEET: EXISTING IRRIGATION SYSTEM PLAN

CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

C-5
SHEET NO. 5 OF 7



GRADING AND LANDSCAPE PLAN
SCALE: 1"=20'

GENERAL NOTES

1. IMPORTED TOP SOIL SHALL BE FERTILE, FRIABLE SOIL CONTAINING LESS THAN 5% TOTAL VOLUME OF THE COMBINATION OF SUBSOIL, REFUSE, ROOTS LARGER THAN 1" DIAMETER, HEAVY OR STIFF CLAY, STONES LARGER THAN 2 INCHES IN DIAMETER, NOXIOUS SEEDS, STICKS, BRUSH, LITTER, OR ANY SUBSTANCES DELETERIOUS TO PLANT GROWTH. THE % OF THE ABOVE OBJECTS SHALL BE CONTROLLED BY SOURCE SELECTION NOT BY SCREENING THE SOIL. TOPSOIL SHALL BE SUITABLE FOR THE GERMINATION OF SEEDS AND THE SUPPORT OF VEGETATIVE GROWTH. IMPORTED TOPSOIL SHALL NOT CONTAIN WEED SEEDS IN QUANTITIES THAT CAUSE NOTICEABLE WEED INFESTATION IN THE FINAL PLANTING BEDS.
2. COMPOST SHALL BE ORGANIC BLENDED MATERIAL, COMPOSTED FOR A MINIMUM OF 9 MONTHS AND AT TEMPERATURES SUFFICIENT TO BREAK DOWN ALL WOODY FIBERS, SEEDS AND LEAF STRUCTURES, FREE OF TOXIC AND NON-ORGANIC MATTER. SOURCE MATERIAL SHALL BE YARD WASTE TRIMMINGS BLENDED WITH OTHER ORGANIC MATERIAL DESIGNED TO PRODUCE COMPOST HIGH IN FUNGAL MATERIAL. ORGANIC MATTER SHALL BE COMMERCIALLY PREPARED COMPOST AND MEET U.S. COMPOSTING COUNCIL STA/TMECC.
3. THE CITY SHALL APPROVE ALL ROUGH GRADING PRIOR TO THE INSTALLATION OF ORGANIC MATTER, FINE GRADING, AND MULCHING.
4. THE CITY SHALL BE INFORMED OF THE PROGRESS OF THE WORK SO THAT WORK MY BE OBSERVED AT THE FOLLOWING KEY TIMES IN THE CONSTRUCTION PROCESS. THE CITY SHALL BE AFFORDED SUFFICIENT TIME TO SCHEDULE VISIT TO THE SITE. FAILURE OF THE CITY TO MAKE FIELD OBSERVATIONS SHALL NOT RELIEVE THE CONTRACTOR FROM MEETING ALL THE REQUIREMENTS ON THE PLANS AND SPECIFICATIONS:
   - 4.A. PRE CONSTRUCTION MEETING
   - 4.B. SITE PREPARATION
   - 4.C. COMPLETION OF FINISHED GRADING
   - 4.D. FINAL SITE OBSERVATION AND ACCEPTANCE
5. CONTRACTOR SHALL INCLUDE IN THE BID CONTINUED MAINTENANCE (WARRANTY) PERIOD OF 180 DAYS AFTER COMPLETION OF CONSTRUCTION AND ACCEPTANCE OF THE PROJECT BY THE CITY OR ITS REPRESENTATIVE.
6. SUBMIT TO THE CITY FOR APPROVAL PLANT SOURCES INCLUDING THE NAMES AND LOCATIONS OF NURSERIES PROPOSED AS SOURCES OF ACCEPTABLE PLANTS, AND A LIST OF THE PLANTS THEY WILL PROVIDE. THE PLANT LIST SHALL INCLUDE THE BOTANICAL AND COMMON NAME, PICTURES, AND THE SIZE AT THE TIME OF SELECTION.

CONSTRUCTION NOTES

(1) GRADE TO DRAIN AND MODIFY SOIL PER DETAIL B HEREON AND INSTALL "CELEBRATION" BERMUDA SOD BY DELTA BLUE GRASS COMPANY.

(2) INSTALL CERTIFIED COMPOST AS PART OF SOIL MODIFICATION PER DETAIL B HEREON. 1.3" THICK LAYER OF COMPOST SHALL BE APPLIED IN ALL PLANTING AREAS.

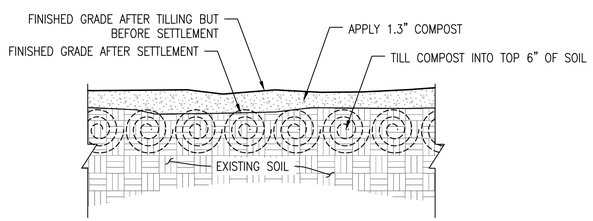
LEGEND

GRADE TO DRAIN

NEW SOD AND MODIFIED SOIL WITH COMPOST

NOTE TO THE CONTRACTOR

1. CONTRACTOR SHALL REPAIR AND REPLACE ANY EQUIPMENT DAMAGED DUE TO CONSTRUCTION.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR MAKING HIMSELF/HERSELF FAMILIAR WITH UNDERGROUND UTILITIES, PIPES, AND STRUCTURES. CONTRACTOR SHALL TAKE SOLE RESPONSIBILITY FOR ANY COST INCURRED DUE TO DAMAGE OF SAID UTILITIES.
3. THE CONTRACTOR SHALL ADEQUATELY PROTECT THE WORK, ADJACENT PROPERTY, AND THE PUBLIC, AND SHALL BE RESPONSIBLE FOR ANY DAMAGES OR INJURY DUE TO THE CONTRACTOR'S ACTION.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY COORDINATION WITH SUBCONTRACTORS AS REQUIRING TO ACCOMPLISH THE GRADING AND LANDSCAPING OPERATIONS.
5. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO BE AWARE OF ALL SURFACE AND SUB-SURFACE CONDITIONS, AND TO NOTIFY THE CITY, IN WRITING, OF ANY CIRCUMSTANCES THAT WOULD NEGATIVELY IMPACT THE INSTALLATION OF THE WORK. DO NOT PROCEED WITH WORK UNTIL UNSATISFACTORY CONDITIONS HAVE BE CORRECTED.



SECTION VIEW

(B) SOIL MODIFICATION-COMPACTED SURFACE SOIL

SCALE: N.T.S.

GRAPHIC SCALE
0 10 20 40 60
SCALE: 1"=20'

REVISIONS:		
NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER — RONALDO G. IBARRA — No. C 66789 — CIVIL — STATE OF CALIFORNIA

PLANS PREPARED BY:
CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
18747 CLARKDALE AVENUE
ARTESIA, CA 90701
PHONE: 562-865-6262

LESLIE NACIONALES-TAFOYA
PROJECT MANAGER

RON IBARRA, PE
CIVIL ENGINEER

		DATE
DESIGNED BY:	R. IBARRA	6/8/2026
DRAFTED BY:	R. IBARRA	6/8/2026
CHECKED BY:	L. N-TAFOYA	6/8/2026
APPROVED BY:	A. AVALOS	6/8/2026

ARTESIA CALIFORNIA

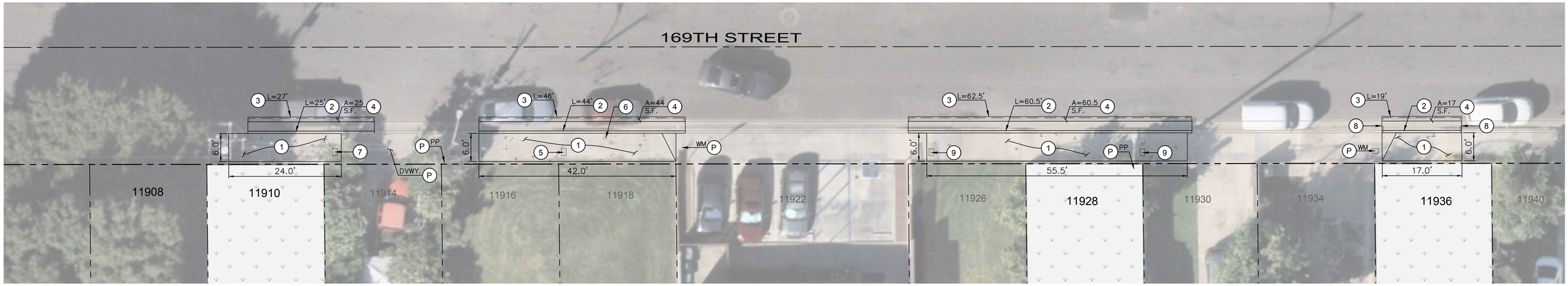
PROJECT: SITE DEVELOPMENT AT 11908, 11910, 11928, & 11936 169TH STREET

SHEET: GRADING AND LANDSCAPE PLAN

CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

C-6

SHEET NO. 5 OF 7



OFFSITE IMPROVEMENT PLAN

SCALE: 1"=10'

GENERAL NOTES

1. LIMITS OF SIDEWALK REMOVAL AND RECONSTRUCTION ARE FROM EXISTING JOINT TO JOINT.
2. CONTRACTOR SHALL REMOVE AND DISPOSE OF ANY EXISTING ROOTS AS NECESSARY TO ESTABLISH COMPACTED SUBGRADE BELOW NEWLY CONSTRUCTED CONCRETE PAVEMENT OR CURB AND GUTTER.
3. PROTECT IN PLACE ALL EXISTING GATES AND PERIMETER FENCES OR WALLS.
4. CONTRACTOR SHALL IMPLEMENT TRAFFIC CONTROL MEASURES IN ACCORDANCE TO THE CA–MUTCD "WATCH" MANUAL.

CONSTRUCTION NOTES

(1) REMOVE AND DISPOSE OF EXISTING CONCRETE PAVEMENT SUFFICIENT FOR THE INSTALLATION OF NEW SIDEWALK. CONSTRUCT CONCRETE SIDEWALK PER CITY OF ARTESIA STD. PLAN 112–2. SEE DETAIL C HEREON.

(2) REMOVE AND DISPOSE OF EXISTING CONCRETE CURB & GUTTER SUFFICIENT FOR THE INSTALLATION OF NEW CURB & GUTTER. CONSTRUCT CONCRETE CURB & GUTTER PER SPPWC STD. PLAN 120–3, A2. MATCH EXISTING CURB HEIGHT. CONCRETE SHALL BE 560–C–3250 PER THE GREENBOOK.

(3) SAWCUT 1' FROM EDGE OF GUTTER. LENGTH PER PLAN.

(4) REMOVE AND DISPOSE OF EXISTING ASPHALT PAVEMENT AND BASE AND INSTALL 6" ASPHALT OVER 6" AGGREGATE BASE (90% COMPACTION) OVER COMPACTED SUBGRADE (95% COMPACTION). AREA PER PLAN. ASPHALT SHALL BE "B PG 64–10" BASE COURSE AND "C2 PG 64–10" FOR THE FINISH COURSE.

(5) REMOVE AND DISPOSE OF EXISTING WATER METER VALVE BOX.

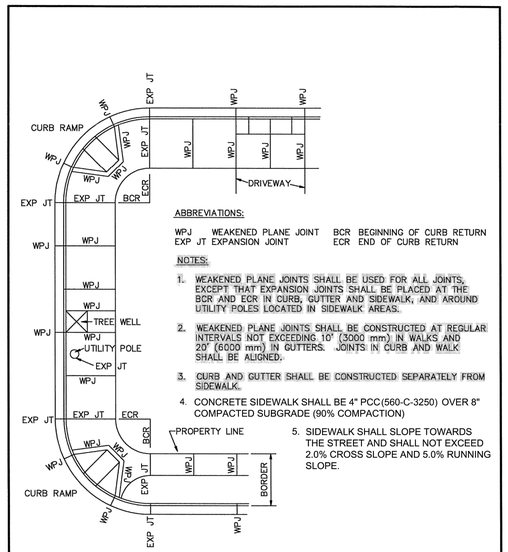
(6) REMOVE AND DISPOSE OF EXISTING SIGN POST AND INSTALL NEW POST AND "NO PARKING IN THIS TRACT–WEDNESDAY" SIGN. COORDINATE WITH CITY PRIOR TO INSTALLATION.

(7) INSTALL NEW WATER METER VALVE BOX. MATCH EXISTING SIZE. PROTECT IN PLACE METER.

(8) SAWCUT CONCRETE CURB AND GUTTER.

(9) ADJUST TO GRADE WATER METER VALVE BOX. PROTECT IN PLACE METER.

(P) PROTECT IN PLACE (ITEM AS NOTED).



CITY OF ARTESIA STANDARD PLAN

APPROVED: T.K. WONG, PE 22551	CONCRETE SIDEWALK AND CURB & SIDEWALK JOINTS	STANDARD PLAN 112–2 SHEET 1 OF 1

(C) CONCRETE SIDEWALK DETAIL

SCALE: N.T.S.

GRAPHIC SCALE
0 5 10 20 30
SCALE: 1"=10'

REVISIONS:

NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER RONALDO G. IBARRA No. C 66789 CIVIL STATE OF CALIFORNIA

PLANS PREPARED BY:
CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
18747 CLARKDALE AVENUE
ARTESIA, CA 90701
PHONE: 562–865–6262

LESLIE NACIONALES–TAFOYA
PROJECT MANAGER

RON IBARRA, PE
CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	6/8/2026
DRAFTED BY: R. IBARRA	6/8/2026
CHECKED BY: L. N–TAFOYA	6/8/2026
APPROVED BY: A. AVALOS	6/8/2026

ARTESIA CALIFORNIA

PROJECT: SITE DEVELOPMENT AT 11908, 11910, 11928, & 11936 169TH STREET

SHEET: OFFSITE IMPROVEMENT PLAN

CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

C-7

SHEET NO. 7 OF 7

ARTESIA HOUSING AUTHORITY AGENDA REPORT

MEETING DATE: August 10, 2026 **ITEM NO: 9I.**

TO: Board of Directors of the Artesia Housing Authority

SUBJECT: Housing Authority Resolution Declaring Surplus Land

FROM: Carmen Zambrano, Management Analyst

REVIEWED AND APPROVED BY:

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

RECOMMENDATION:

Staff recommends the Commission of the Housing Authority approve the Resolution No. HA 26-06, A Resolution of the Housing Authority of the City of Artesia, California, declaring certain property located at 11814, 11815, 11817, 11820, 11825 168th Street and 16712 Pioneer Boulevard in the City of Artesia, Assessors Parcel Number's (APN's) 7011-004-902, 7011-004-903, 7011-004-076, 7011-005-900, 7011-005-901, 7011-005-902 And 7011-005-903 (the Properties) surplus land pursuant to the Surplus Land Act (Government Code Sections 54220 et. seq.)

BACKGROUND:

The Housing Authority of the City of Artesia ("Housing Authority") owns real property located at 11814, 11815, 11817, 11825 168th Street and 16712 Pioneer Boulevard in the City of Artesia (APN's: 7011-004-902, 7011-004-903, 7011-004-076, 7011-005-900, 7011-005-901, 7011-005-902 and 7011-005-903) ("Properties").

The Properties are in the northern portion of the City of Artesia ("City"), just north of the CA-91 freeway. The Properties have visibility from Pioneer Blvd.; however, the Properties are located on a cul-de-sac (168th St.) with little direct access to Pioneer Blvd. The properties total approximately 57,600 square feet, with the overall potential site (*including potentially vacated portions of 168th Street*) totaling ~1.6 acres. Four of the parcels are vacant, two parcels include a commercial property (current tenant: 1 Stop Flooring Supply), and one recently acquired property includes a residential home. The Properties are zoned Commercial General.

APN	Ownership	Lot SF	Zoning	Existing Use
7011-004-902	Artesia Housing Authority	9,097	Commercial General - CG	Vacant
7011-004-903	Artesia Housing Authority	7,575	Commercial General - CG	Vacant
7011-005-900	Artesia Housing Authority	4,866	Commercial General - CG	Retail Sales

7011-005-901	Artesia Housing Authority	5,905	Commercial General - CG	Vacant
7011-005-902	Artesia Housing Authority	12,965	Commercial General - CG	Retail Sales
7011-005-903	Housing Authority of Artesia City	8,107	Commercial General - CG	Vacant
7011-004-076	Artesia Housing Authority	9,082	Commercial General - CG	Residential Home

On October 9, 2019, Governor Newsom signed Assembly Bill (“AB”) 1486 which amended the Surplus Land Act (“SLA”), effective January 1, 2020. AB 1486 changed the existing, long-standing definition of “surplus land;” providing that land no longer necessary for a local agency’s use shall be declared either “surplus land” or “exempt surplus land” before taking any action to sell or lease land. To that end, AB 1486 also added a new limitation providing that an “agency’s use” “shall not include commercial or industrial uses or activities, including nongovernmental retail, entertainment, or office development,” or “property disposed of for the sole purpose of investment or generation of revenue.” AB 1486 further prohibits the Housing Authority from negotiation of any disposition of the Property prior to compliance with the procedural requirements of the SLA.

The Housing Authority wishes to pursue the potential sale or lease of the Properties; as part of the disposition process, the Housing Authority is required to comply with the SLA. The first step to explore other uses and the potential sale of the Properties is initiating the SLA process by declaring the properties as “surplus properties”.

Alignment with Fiscal Year 2026-27 Goals:
Goal(s) No. 6 - Enhance Economic Development Program Delivery: Implement Strategic Economic Development Plan

This project implements the Strategic Economic Development Plan by initiating the steps to increase development on under utilized properties owned by the Housing Authority.

ANALYSIS:
As indicated above, the SLA (Government Code sections 54220 et seq.) establishes procedures that local agencies must follow before disposing of publicly owned land that is no longer necessary for the agency’s use. The SLA requires that public agencies first declare land "surplus land" or "exempt surplus land" before it can negotiate any disposition of the land, either for sale or for lease.

Pursuant to the SLA, Housing Authority staff must send a written notice of availability (NOA) of the surplus Properties by electronic mail or by certified mail to all of the entities identified in Government Code section 54222, which include local public entities, housing sponsors that have notified the California Department of Housing and Community Development (HCD) of their interest in surplus land for the purpose of developing low- and moderate-income housing, regional park authority and the State Resources Agency for open-space purposes, and local school districts for the purpose of school facilities or use. If the Properties are within an infill opportunity zone or covered by a transit village plan, the NOA must also be sent to the City, or housing authority operating within the City.

If one of the entities/agencies receiving the NOA desires to purchase or lease the Properties, it must notify the Housing Authority of its interest to do so in writing within 60 days following issuance of the NOA. After this 60-day notice period, the Housing Authority is required to negotiate, in good faith, price and terms for the disposition with any responding entity(ies)/agency(ies) for a period of at least 90 days.

After completing the notice process and any required negotiations, the Housing Authority would submit documentation of its compliance to HCD for review. If no qualifying notices of interest are received, or if the parties are unable to reach agreement after the required good-faith negotiation period, the Housing Authority may consider other disposition opportunities, following completion of HCD's review/ issuance of a compliance letter and subject to any continuing SLA requirements.

During any future sale, the Housing Authority/City may retain some portions of the Property(ies) for purposes to accommodate any easements/ infrastructure. Staff may also evaluate whether vacation or disposition of a portion of 168th Street could improve the configuration or development potential of the overall site. In the event that portions of 168th Street are vacated, that can be addressed in a future action (*this could include declaring that roadway property as "surplus property," or declaring it as "exempt surplus" pursuant to the 'Surplus Street Land' exemption, wherein surplus land that is a former street/ right-of-way/ easement can be conveyed to an owner of an adjacent property*). Those details would be contemplated and assessed during discussions with any potentially interested parties.

The requested action to declare the Properties as surplus land is a necessary first step to a potential sale and is required to comply with the Surplus Land Act. However, it does not obligate the Housing Authority to sell the land if an agreement cannot be reached on terms or price for the sale, or any interested entities do not respond to the NOA. Any future sale, lease, or other disposition agreement would be subject to separate consideration and approval by the Housing Authority Commission. Future land-use entitlements, environmental review, and/or other regulatory approvals would also be addressed separately, as applicable.

Staff has determined that there is no further governmental use for the Properties and is recommending that the Housing Authority Commission declare the Properties as "surplus land," allowing staff to move forward with the surplus process in accordance with the SLA.

FISCAL IMPACT:
Direct costs for undergoing the sale of the Properties will likely involve an appraisal(s) and traditional real estate broker services, which will be offset by any proceeds received from the sale of the Properties. The exact final costs for these services is unknown at this time, given the complexity of unknown factors when negotiating under the SLA process. There are funds budgeted in the Housing Authority Fund to cover the costs of contract services related to undergoing the process.

RECOMMENDED COUNCIL ACTION:
Staff recommends the Commission of the Housing Authority approve the Resolution No. HA 26-06, A Resolution of the Housing Authority of the City of Artesia, California, declaring certain property located at 11814, 11815, 11817, 11820, 11825 168th Street and 16712 Pioneer Boulevard in the City of Artesia, Assessors Parcel Number's (APN's) 7011-004-902, 7011-004-903, 7011-004-076, 7011-005-900, 7011-005-901, 7011-005-902 And 7011-005-903 (the Properties) surplus land pursuant to the Surplus Land Act (Government Code Sections 54220 et. Seq.)

Attachments

Resolution HA 26-06

RESOLUTION NO. HA 26-06

A RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ARTESIA, CALIFORNIA, DECLARING CERTAIN PROPERTY LOCATED AT 11814, 11815, 11817, 11820, 11825 168th STREET AND 16712 PIONEER BLVD IN THE CITY OF ARTESIA, ASSESSOR PARCEL NUMBER'S ("APN'S") 7011-004-902, 7011-004-903, 7011-004-076, 7011-005-900, 7011-005-901, 7011-005-902 and 7011-005-903 (THE "PROPERTIES") SURPLUS LAND PURSUANT TO THE SURPLUS LAND ACT (GOVERNMENT CODE SECTIONS 54220 ET SEQ.)

WHEREAS, the CITY OF ARTESIA HOUSING AUTHORITY ("Housing Authority") owns certain real property consisting of approximately 57,600 square feet, located at 11814, 11815, 11817, 11820, 11825 168th Street and 16712 Pioneer Blvd (APN'S: 7011-004-902, 7011-004-903, 7011-004-076, 7011-005-900, 7011-005-901, 7011-005-902 and 7011-005-903), as further depicted in Exhibit "A" and incorporated herein by this reference ("Properties");

WHEREAS, the Surplus Land Act, Government Code sections 54220 et seq. ("SLA"), applies when a local agency disposes of "surplus land," as that term is defined in Government Code section 54221;

WHEREAS, on October 9, 2019, Governor Newsom signed Assembly Bill ("AB") 1486. AB 1486 significantly amended the Surplus Land Act effective January 1, 2020. These amendments included, among others, changing the previous, long-standing definitions of "surplus land" and "exempt surplus land;" providing that property shall be declared either "surplus land" or "exempt surplus land" before a local agency may take any action to dispose of it; and adding a new limitation providing that an "agency's use" "shall not include commercial or industrial uses or activities, including nongovernmental retail, entertainment, or office development" or "property disposed of for the sole purpose of investment or generation or revenue";

WHEREAS, the Properties fall within the definition of "surplus land" pursuant to Government Code section 54221;

WHEREAS, pursuant to the SLA, Housing Authority staff will send a written notice of availability of the Properties by electronic mail or by certified mail to all of the entities identified in Government Code section 54222;

WHEREAS, subject to Government Code section 54227, if one of the entities/agencies desires to purchase or lease the Properties after having received notice, it must indicate its interest to do so in writing within 60 days of the date of the Housing Authority's notice, and the Housing Authority and the entity/agency so responding to the notice may negotiate price and terms for the disposition of the Properties; and

WHEREAS, pursuant to Government Code 54223, in the event no agreement is reached between the Housing Authority and any interested entity/agency after a good faith negotiation period of 90 days, the Properties may be disposed of without further regard to the SLA.

NOW THEREFORE, BE IT RESOLVED by the Housing Authority of the City of Artesia that:

SECTION 1. The foregoing recitals are hereby incorporated and adopted as the findings of the Housing Authority of the City of Artesia (AHA).

SECTION 2. For purposes of compliance with the SLA, 11814, 11815, 11817, 11820, 11825 168th Street and 16712 Pioneer Blvd (APN'S: 7011-004-902, 7011-004-903, 7011-004-076, 7011-005-900, 7011-005-901, 7011-005-902 and 7011-005-903) in the CITY OF ARTESIA, are hereby declared surplus land.

SECTION 3. The Executive Director, or his designee, is directed to proceed with the notification and negotiation requirements of the SLA, as amended, to facilitate the possible disposition and reuse of the Properties.

PASSED AND ADOPTED this 10th day of August 2026.

_____

RENE J. TREVINO, CHAIRMAN

ATTEST:

_____
JENNIFER ALDERETE,
COMMISSION CLERK

APPROVED AS TO FORM

_____
BEST BEST & KRIEGER,
COMMISSION COUNSEL

EXHIBIT "A"
Parcel Maps

PROPERTY OVERVIEW

- **Ownership**: Housing Authority of the City of Artesia / City of Artesia
- **APN**: 7011-004-902, -903; 7011-005-900 to -903; 7011-004-076
- **Total Size:** ~1.33 AC
- **Zoning:** Commercial General
- Four parcels are vacant, two are part of the 1 Stop Flooring Supply store; one parcel has a residential home
- Close proximity to SR-91 on northern end of Artesia
- Visibility from Pioneer Blvd., however parcels are located on cul-de-sac (168th St.) with no access to Pioneer Blvd.



CITY COUNCIL AGENDA REPORT

MEETING DATE: August 10, 2026 **ITEM NO: 9J.**

TO: Mayor and Members of the City Council

SUBJECT: Approval to Enter the Statewide Property Assessed Clean Energy (PACE) Program

FROM: Paul Bollier, Community Development Director

REVIEWED AND APPROVED BY:

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

RECOMMENDATION:

Staff recommends the City Council:

1. Adopt Resolution No. 26-3110, a Resolution Consenting to the inclusion of properties within the territory of the City in the California Statewide Communities Development Authority (CSCDA) Open PACE Programs; and
2. Authorize the City Manager, or his designee, to execute all documents necessary to carry out the intent of Resolution No. 26-3110.

BACKGROUND:

State law authorizes voluntary contractual assessments in a public agency to provide financing for renewable energy, energy efficiency, and water conservation improvements (among other measures with a communal sustainability or resiliency benefit) to qualified property owners. A property owner voluntarily enters into a contractual agreement with a city, county or Joint Power Authority (JPA) which has established a Property Assessed Clean Energy (PACE) program and which has jurisdiction in which the property is located to access financing by securing a lien on their property and repaying it as a special tax or assessment on their property tax bill. If a property owner enrolls in the PACE program and is approved, payments will be applied to the annual property tax assessment. It is up to the discretion of the lender that if the property is sold or refinanced, the property owner may be required to pay off any PACE financing balance at that time.

In order to provide the property owners of the City of Artesia with a variety of trusted PACE finance options, the Council is being asked to consider a resolution authorizing the CSCDA, a joint powers authority (JPA), to accept applications from the City's property owners, conduct the contractual assessment proceedings, and levy contractual assessments, and other actions pursuant to state law.

The City has been a member of CSCDA since 2000 (Resolution No. 1547) and last renewed the Joint Powers Agreement in 2017 (Resolution No. 17-2634). The City approved the PACE program in 2017. The initial roll out of the state-wide program resulted in some concerns and growing pains. Due to increased concerns, the PACE program faced disfavor from many municipalities and essentially went dormant for some time. The current CSCDA Open PACE program has evolved and improved over the last few years, and they are asking for new resolutions to acknowledge the new program.

ANALYSIS:

California Statewide Communities Development Authority (CSCDA) Open PACE

CSCDA Open PACE is an umbrella initiative including three DFPI licensed residential PACE providers: PACE Funding Group (dba Home Run Financing), Financial, and Renew Financial; and several additional commercial PACE providers. Launched in 2015 it is sponsored by the California Statewide Communities Development Authority (CSCDA). CSCDA Open PACE's goal is to create a platform to vet and pre-qualify PACE administrators so that local governments only need to pass a single resolution to authorize multiple providers including specialist residential or commercial PACE providers.

Residential PACE in California in 2026 is much different from the residential PACE program in California in the early 2010's. Through important actions by the Legislature and the Department of Financial Protection and Innovation (DFPI), PACE has now been regulated by DFPI for 7 years, with all residential PACE providers being licensed and audited. This regulation has resulted in removing the bad actors in the lending and contracting side of the system. PACE financing can be set up and administered under AB 811 (2008) which allows qualifying upgrades to be financed through assessments. Legislation has recently expanded projects eligible for financing to include water efficiency improvements, electric vehicle charging stations, seismic improvements, and wildfire resiliency. Additionally, Assembly Bills (AB) 2693, AB 1284, AB 1551, AB 2471, AB 790, Senate Bills (SB) 242, SB 465 and DFPI Regulation laws expanded the original legislation and provided for additional consumer protections .

PACE offers an alternative to traditional means of financing property improvements such as paying cash, taking a home equity line of credit, or using credit cards. PACE financing eligibility is primarily based on property equity and ability to pay (eligibility requires a federally mandated ability-to-repay review). PACE financing has fixed term interest rates with terms generally longer than those of other private lenders, but equal to the average useful life of the improvement being undertaken. Some other advantages of PACE financing include 100% financing for eligible improvements with funding after required federal disclosures and waiting periods, and the reliability of pre-approved, vetted, trained and strictly monitored contractors. Contractors do not quote rates or payments, or handle applications or documents.

Because the capital for PACE financing is from private sources and the transactions are between program administrators and building owners, the City will incur no cost or risk associated with program activities. The City is not required or expected to provide administrative support or marketing for the programs, which are conducted by the program administrators. However, many jurisdictions throughout the state have found that partnering in outreach and marketing can enhance the efficacy of the program. The City is not obligated to repay bonds issued by the CSCDA or assessments levied on the participating properties.

Reestablishing the City of Artesia's PACE participation in the new regulated program will create a competitive marketplace that provides a variety of financing options with more favorable terms to home and business owners.

PACE in Los Angeles County

Thanks to PACE, over 14,500 homes have been transformed, leading to the installation of 46 megawatts of solar energy. This initiative has successfully abated 715,000 tons of carbon emissions and conserved 1.97 billion gallons of water, all while generating $643 million in utility bill savings for participants. Furthermore, the PACE improvements have spurred economic growth by creating 6,343 jobs for small businesses engaged in these projects. Below are the LA County cities that have already joined the CSCDA Open-PACE program:

Agoura Hills, Alhambra, Arcadia, Baldwin Park, Bell, Calabasas, Claremont, Commerce, Cudahy, Duarte, El Monte, Gardena, Glendale, Glendora, Hawthorne, Inglewood, La Canada Flintridge, La Puente, La Verne, Lakewood, Lancaster, Lawndale, Long Beach, Los Angeles, Lynwood, Montebello, Monterey Park, Norwalk, Palmdale, Paramount, Redondo Beach, Santa Fe Springs, Santa Monica, Torrance, Walnut, West Covina, West Hollywood.

FINANCIAL IMPACT:
Adoption of Resolution No. 26-3110 and joining the CSCDA Open PACE Program to provide financing options for property owners has no impact to the General Fund.

RECOMMENDED COUNCIL ACTION:

Staff recommends the City Council:

1. Adopt Resolution No. 26-3110, a Resolution Approving the California Statewide Communities Development Authority (CSCDA) Open PACE Program; and
2. Authorize the City Manager, or his designee, to execute all documents necessary to carry out the intent of Resolution No. 26-3110.

Attachments

Resolution 26-3110.pdf
Artesia Home Run CA Residential PACE
Resolution 17-2634.pdf
Resolution 1547.pdf

RESOLUTION NO. 26-3110

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, CONSENTING TO THE INCLUSION OF PROPERTIES WITHIN THE TERRITORY OF THE CITY IN THE CSCDA OPEN PACE PROGRAMS; AUTHORIZING THE CALIFORNIA STATEWIDE COMMUNITIES DEVELOPMENT AUTHORITY TO ACCEPT APPLICATIONS FROM PROPERTY OWNERS, CONDUCT CONTRACTUAL ASSESSMENT PROCEEDINGS AND LEVY CONTRACTUAL ASSESSMENTS WITHIN THE TERRITORY OF THE CITY; AND AUTHORIZING RELATED ACTIONS

WHEREAS, the California Statewide Communities Development Authority (the "Authority") is a joint exercise of powers authority, the members of which include numerous cities and counties in the State of California, including the City of Artesia (the "City");

WHEREAS, Chapter 29 of Division 7 of the Streets & Highways Code ("Chapter 29") authorizes the Authority to establish voluntary contractual assessment programs to finance or refinance renewable energy, energy efficiency, water efficiency and seismic strengthening improvements, electric vehicle charging infrastructure and such other improvements, infrastructure or other work as may be authorized by law from time to time (collectively, the "Improvements") through the levy of contractual assessments within counties and cities throughout the State of California that consent to the participation of properties within their respective territories and the issuance of bonds from time to time;

WHEREAS, for the purpose of providing financing and refinancing for the Improvements, the Authority has established two CSCDA Open PACE Programs (the "Programs"): (i) the California FIRST Program and (ii) the CSCDA Open PACE Program;

WHEREAS, the Authority has designated multiple third-party program administrators to administer the Programs and the current program administrators are the Counterpointe Energy Solutions (CA) II LLC, PACE Funding Group LLC dba Home Run Financing, Renew Financial Group LLC, Fortifi, Nuveen Green Capital, White Oak Advisors, Stonehill PACE, LLC, Lord Cap PACE, Green PACE Capital, PACE Loan Group and Petros PACE Finance, Castle Green Finance, Bayview PACE, Green Rock Healthcare Capital, Citizens Business Bank, PACE Equity Finance, Dwight Green Finance, North Field Capital, Clearwater and the Authority will notify the City of any additions or changes;

WHEREAS, the Authority may also administer certain projects itself, working directly with third-party capital providers;

WHEREAS, Chapter 29 provides that assessments may be levied under its provisions only with the free and willing consent of the owner or owners of each lot or parcel on which an assessment is levied at the time the assessment is levied;

WHEREAS, the City desires to allow the owners of property ("Participating Property Owners") within its territory to participate in the Programs and to allow the Authority to conduct

assessment proceedings under Chapter 29 within its territory and to issue bonds to finance or refinance Improvements;

WHEREAS, the territory within which assessments may be levied for the Programs shall include all of the territory within the City's official boundaries; and

WHEREAS, the Authority will conduct all assessment proceedings under Chapter 29 for the Programs and issue any bonds issued in connection with the Programs; and

WHEREAS, the City will not be responsible for the conduct of any assessment proceedings; the levy and collection of assessments; any required remedial action in the case of delinquencies in such assessment payments; or the issuance, sale or administration of any bonds issued in connection with the Programs.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Artesia as follows:

Section 1. This City Council hereby finds and declares that properties in the territory of the City will benefit from the availability of the Program within the territory of the City and, pursuant thereto, the conduct of special assessment proceedings by the Authority pursuant to Chapter 29 and the issuance of bonds to finance or refinance Improvements.

Section 2. In connection with the Programs, the City hereby consents to the conduct of special assessment proceedings by the Authority pursuant to Chapter 29 on any property within the territory of the City and the issuance of bonds to finance or refinance Improvements; provided, that the following conditions are met:

(1) The Participating Property Owners, who shall be the legal owners of such property, execute a contract pursuant to Chapter 29 and comply with other applicable provisions of California law in order to accomplish the valid levy of assessments; and

(2) The City will not be responsible for the conduct of any assessment proceedings; the levy of assessments; any required remedial action in the case of delinquencies in such assessment payments; or the issuance, sale or administration of any bonds issued in connection with the Programs.

Section 3. Pursuant to the requirements of Chapter 29, the Authority has prepared and will update from time to time the "Report" for the Programs and the Authority will undertake assessment proceedings and the financing of Improvements as set forth in the Report.

Section 4. The appropriate officials and staff of the City are hereby authorized and directed to make applications for the Programs available to all property owners who wish to finance or refinance Improvements; provided, that the Authority shall be responsible for providing such applications and related materials at its own expense. The following staff persons, together with any other staff persons chosen by the City Council from time to time, are hereby designated

as the contact persons for the Authority in connection with the Programs: Community Development Director and Planning Manager.

Section 5. The appropriate officials and staff of the City are hereby authorized and directed to execute and deliver such certificates, requisitions, agreements and related documents as are reasonably required by the Authority to implement the Programs.

Section 6. The City Council hereby finds that adoption of this Resolution is not a "project" under the California Environmental Quality Act, because the Resolution does not involve any commitment to a specific project which may result in a potentially significant physical impact on the environment, as contemplated by Title 14, California Code of Regulations, Section 15378(b)(4).

Section 7. This Resolution shall take effect immediately upon its adoption. The City Clerk is hereby authorized and directed to transmit a certified copy of this resolution to the Secretary of the Authority at: Secretary of the Board, California Statewide Communities Development Authority, 1400 K Street, 3rd Floor, Sacramento, CA 95814.

PASSED, APPROVED, and ADOPTED by the City Council of the City of Artesia, California, at a regular meeting of the City Council held on the 10th day of August 2026 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
RENE TREVINO, MAYOR

ATTEST:

_____
JENNIFER ALDERETE, CITY CLERK

Residential Property Assessed Clean Energy (PACE) in California 2026

Residential PACE in California in 2026 is no longer comparable to residential PACE in California in the early 2010's. Through important actions by the Legislature and DFPI, it has now been regulated by DFPI for 7 years, with all residential PACE administrators licensed and examined. PACE financing is now one of the, if not the most, regulated financing tools available. The bad actors in the lending and contracting side have been pushed out of the system through these strong policies.

Over 360 cities and counties throughout the State have chosen to approve the Program for their property owners. **Cities and Counties through the State continue to join the Program**: 2026 - Grass Valley and Lakewood; 2025 - Santa Maria, Lincoln, Loomis, Lawndale, Calabasas, Hawthorne, Willows, Mountain House, and Rocklin; 2024 - Auburn City; 2023 - Amador and Placer Counties, La Canada Flintridge, La Puente, Bell and Paramount.

Impactful changes to the Program:

AB 2693 (2016) enhanced disclosures to homeowners and guaranteed the right to cancel PACE financing within three business days of execution.

SB 242 (2017) required a recorded telephone call to confirm key terms of the agreement - this call and contractual documents must be available in one of five enumerated non-English languages; prohibited kickbacks to contractors for steering consumers into a particular program and any misrepresentation as to tax deductibility; PACE administrators were prevented from disclosing to contractors the amount of funds the property and owner is eligible for.

AB 1284 (2017) established State oversight for the California's PACE program through DFPI and required PACE administrators to obtain a license under California Financing Law. They are also required to screen, train, and monitor contractors and sales reps. Importantly an ability to repay test was added, including income verification. Extensive annual reporting is also now required.

AB 1551 (2020) prohibited penalties for early prepayment and PACE financing with reverse mortgages, and required financing documents to be provided to the homeowner as a printed copy unless the homeowner opts out.

AB 2471 (2020) extended the right to cancel on all home improvement contracts, including PACE, for persons 65 years and older from three to five days.

AB 790 (2021) extended laws regulating unfair methods of competition and unfair or deceptive acts or practices with regard to the home solicitation of senior citizens for home improvements funded by PACE.

DFPI regulations (2021) further regulated the PACE Administrator license and application process, advertising standards and standardized disclosures, complaints processes and procedures, dishonest dealings and misleading statements, and PACE enrollment standards and processes.

DFPI Licensure and Oversight:

- Daily reporting of enrolled PACE solicitors and solicitor agents
- Regular examinations
- Annual reports
- Robust complaints procedures

Contraction of the market: In 2026 there are four licensed residential PACE providers – with only two of those actively originating new assessments. Previously there were at least four additional residential PACE providers who either did not seek licensure, or who had a license revoked.

DFPI Annual report for 2024 is the most recently published:

Declining number of assessments year over year:

	2019	2020	2021	2022	2023	2024
Total number of assessments	12,335	10,129	5,651	3,721	2,756	2,149
$ amount of assessments	$362,347,433	$332,517,305	$201,385,624	$138,858,354	$106,797,956	$78,686,202

Declining number of PACE solicitors and solicitor agents:

	2019	2024
Enrolled solicitors	6,443	3,636
Enrolled solicitor agents	51,095	23,312

Low and overall declining % of defaults reported:

	2019	2020	2021	2022	2023	2024
Defaulted Rate	1.39%	N/A	0.41%	0.36%	0.28%	0.29%

Note: For the fiscal year 2024-2025 the California State Controller's Office reported a default rate of 1.6% on all properties across the State, meaning defaults are actually less common on properties with PACE assessments.

Negligible and Declining number of foreclosures reported:

	2019	2020	2021	2022	2023	2024
Foreclosures	5	0	2	2	1	0

Since 2019, when five foreclosures were reported, there has been a total of only ten foreclosures.

Declining number of complaints to DFPI with zero unresolved in 2024 – compared to the number of outstanding assessments in California:

	2019	2020	2021	2022	2023	2024
Total Complaints	**157**	**169**	**69**	**75**	**61**	**47**
Total Complaints Resolved	**104**	**157**	**67**	**74**	**59**	**47**
CAEATFA reported outstanding # of assessments	**152,057**	**136,194**	**118,158**	**100,457**	**92,624**	**76,991**

RESOLUTION NO. 17-2634

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, APPROVING, AUTHORIZING, AND DIRECTING EXECUTION OF A JOINT EXERCISE OF POWERS AGREEMENT RELATING TO THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY; CONSENTING TO THE INCLUSION OF PROPERTIES WITHIN THE CITY OF ARTESIA IN THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY OPEN PACE PROGRAMS; AUTHORIZING THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY TO ACCEPT APPLICATIONS FROM PROPERTY OWNERS, CONDUCT CONTRACTUAL ASSESSMENT PROCEEDINGS, AND LEVY CONTRACTUAL ASSESSMENTS WITHIN THE TERRITORY OF THE CITY; AND AUTHORIZING RELATED ACTIONS

WHEREAS, the California Municipal Finance Authority (the "Authority") is a joint exercise of powers authority, the members of which include numerous cities and counties in the State of California (the "Members"), formed pursuant to a Joint Exercise of Powers Agreement Relating to the California Municipal Finance Authority, dated as of January 1, 2004 (the "Agreement") attached hereto as Exhibit A, for the purpose of promoting economic, cultural and community development and in order to exercise any powers common to its Members, including the issuance of bonds, notes or other evidences of indebtedness; and

WHEREAS, City of Artesia (the "City") has determined that it is in the public interest and for the public benefit that the City become a Member of the Authority in order to facilitate the promotion of economic, cultural and community development activities in the City, including the financing of projects therefor by the Authority; and

WHEREAS, there is now before this City Council the form of the Agreement; and

WHEREAS, the Agreement has been filed with the City, and the members of the City Council, with the assistance of its staff, have reviewed said document; and

WHEREAS, the Authority is implementing Property Assessed Clean Energy (PACE) programs, which it has designated CMFA Open PACE, consisting of CMFA Open PACE programs each administered by a separate program administrator (collectively with any successors, assigns, replacements or additions, the "Programs"), to allow the financing or refinancing of renewable energy, energy efficiency, water efficiency and seismic strengthening improvements, electric vehicle charging infrastructure and such other improvements, infrastructure or other work as may be authorized by law from time to time (collectively, the "Improvements") through the levy of contractual assessments pursuant to Chapter 29 of Part 3 of Division 7 of the Streets & Highways Code ("Chapter 29") within counties and cities throughout the State of California that consent to the inclusion of properties within their respective territories in the Programs and the issuance of bonds from time to time; and

WHEREAS, the program administrators currently active in administering Programs are: Energy Efficient Equity, Inc.; BlueFlame PACE Services LLC; OnPACE Energy Solutions, LLC; and Structured Finance Associates, LLC; and whereas the Authority will notify the City in advance of any additions or changes; and

WHEREAS, Chapter 29 provides that assessments may be levied under its provisions only with the free and willing consent of the owner or owners of each lot or parcel on which an assessment is levied at the time the assessment is levied; and

WHEREAS, the City desires to allow the owners of property ("Participating Property Owners") within its territory to participate in the Programs and to allow the Authority to conduct assessment proceedings under Chapter 29 within the City and to issue bonds to finance or refinance the Improvements; and

WHEREAS, the territory within which assessments may be levied for the Programs shall include all of the territory within the City's official boundaries; and

WHEREAS, the Authority will conduct all assessment proceedings under Chapter 29 for the Programs and issue any bonds issued in connection with the Programs; and

WHEREAS, the City will not be responsible for the conduct of any assessment proceedings; the levy of assessments; any required remedial action in the case of delinquencies in such assessment payments; or the issuance, sale, administration repayment or guarantee of any bonds issued in connection with the Programs.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Artesia as follows:

Section 1. The City Council hereby finds and declares that the foregoing recitals are true and correct.

Section 2. The City Council hereby finds that adoption of this Resolution is not considered a "project" under the California Environmental Quality Act ("CEQA"), per Section 15378(b)(4) of the CEQA Guidelines (, because the Resolution provides for the creation of a government funding mechanism that does not involve any commitment to a specific project which may result in a potentially significant physical impact on the environment.

Section 3. The City Council approves the Agreement and authorizes the City Manager, or his designee, to execute the Agreement and related documents as are reasonably required by the Authority to implement the Programs.

Section 4. The City Council hereby finds and declares that properties in the City of Artesia will benefit from the availability of the Programs within the City's jurisdictional boundaries and, pursuant thereto, the conduct of special assessment proceedings by the Authority pursuant to Chapter 29 and the issuance of bonds to finance or refinance the Improvements.

Section 5. In connection with the Programs, the City hereby consents to the conduct of special assessment proceedings by the Authority pursuant to Chapter 29 on any property within the City's jurisdictional boundaries and the issuance of bonds to finance or refinance the Improvements; provided, that:

(1) The Participating Property Owners, who shall be the legal owners of such property, execute a contract pursuant to Chapter 29 and comply with other applicable provisions of California law in order to accomplish the valid levy of assessments; and

(2) The City will not be responsible for the conduct of any assessment proceedings; the levy of assessments; any required remedial action in the case of delinquencies in such assessment payments; or the issuance, sale, administration, repayment, or guarantee of any bonds issued in connection with the Programs.

Section 6. The City Council hereby authorizes and directs City staff to make applications for the Programs available to all property owners who wish to finance or refinance Improvements; provided, that the Authority shall be responsible for providing such applications and related materials at its own expense. The City's Administrative Manager and Planning Director, together with any other staff persons directed by the City Manager, are hereby designated as the contact persons for the Authority in connection with the Programs.

Section 7. The City Council hereby authorizes and directs the City Manager, or his designee, to execute and deliver such certificates, requisitions, agreements, and related documents as are reasonably required by the Authority to implement the Programs.

Section 8. The Interim City Clerk shall certify to the passage and adoption of this Resolution.

Section 9. The City Council hereby authorizes and directs the Interim City Clerk to transmit a certified copy of this Resolution to the Financial Advisor of the Authority at: California Municipal Finance Authority, 2111 Palomar Airport Road, Suite 320, Carlsbad, California 92011, Attn: Travis Cooper.

PASSED, APPROVED and ADOPTED this 10th day of April, 2017.

ALI SAJJAD TAJ, MAYOR

ATTEST:

PRADEEPKUMAR ELAYATH, INTERIM CITY CLERK

I, Pradeepkumar Elayath, Interim City Clerk of the City of Artesia, do hereby certify that the foregoing Resolution was introduced and adopted at a Regular Meeting of the City Council of the City of Artesia held on the 10th day of April, 2017, by the following roll call vote:

AYES:	COUNCIL MEMBERS:	TAJ, FLOWERS, LIMA, CANALES, AND MANALO
NOES:	COUNCIL MEMBERS:	NONE
ABSENT:	COUNCIL MEMBERS:	NONE
ABSTAIN:	COUNCIL MEMBERS:	NONE

PRADEEPKUMAR ELAYATH, INTERIM CITY CLERK

JOINT EXERCISE OF POWERS AGREEMENT
RELATING TO THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY

THIS AGREEMENT, dated as of January 1, 2004, among the parties executing this Agreement (all such parties, except those which have withdrawn as provided herein, are referred to as the "Members" and those parties initially executing this Agreement are referred to as the "Initial Members"):

WITNESSETH

WHEREAS, pursuant to Title 1, Division 7, Chapter 5 of the California Government Code (in effect as of the date hereof and as the same may from time to time be amended or supplemented, the "Joint Exercise of Powers Act"), two or more public agencies may by agreement jointly exercise any power common to the contracting parties; and

WHEREAS, each of the Members is a "public agency" as that term is defined in Section 6500 of the Joint Exercise of Powers Act; and

WHEREAS, each of the Members is empowered by law to promote economic, cultural and community development, including, without limitation, the promotion of opportunities for the creation or retention of employment, the stimulation of economic activity, the increase of the tax base, and the promotion of opportunities for education, cultural improvement and public health, safety and general welfare; and

WHEREAS, each of the Members may accomplish the purposes and objectives described in the preceding preamble by various means, including through making grants, loans or providing other financial assistance to governmental and nonprofit organizations; and

WHEREAS, each Member is also empowered by law to acquire and dispose of real property for a public purpose; and

WHEREAS, the Joint Exercise of Powers Act authorizes the Members to create a joint exercise of powers entity with the authority to exercise any powers common to the Members, as specified in this Agreement and to exercise the additional powers granted to it in the Joint Exercise of Powers Act and any other applicable provisions of the laws of the State of California; and

WHEREAS, a public entity established pursuant to the Joint Exercise of Powers Act is empowered to issue or execute bonds, notes, commercial paper or any other evidences of indebtedness, including leases or installment sale agreements or certificates of participation therein (herein "Bonds"), and to otherwise undertake financing programs under the Joint Exercise of Powers Act or other applicable provisions of the laws of the State of California to accomplish its public purposes; and

WHEREAS, the Members have determined to specifically authorize a public entity authorized pursuant to the Joint Exercise of Powers Act to issue Bonds pursuant to the Joint Exercise of Powers Act or other applicable provisions of the laws of the State of California; and

WHEREAS, it is the desire of the Members to use a public entity established pursuant to the Joint Exercise of Powers Act to undertake the financing and/or refinancing of projects of any nature, including, but not limited to, capital or working capital projects, insurance, liability or retirement programs or facilitating Members use of existing or new financial instruments and mechanisms; and

WHEREAS, it is further the intention of the Members that the projects undertaken will result in significant public benefits to the inhabitants of the jurisdictions of the Members; and

WHEREAS, by this Agreement, each Member desires to create and establish the "California Municipal Finance Authority" for the purposes set forth herein and to exercise the powers provided herein;

NOW, THEREFORE, the Members, for and in consideration of the mutual promises and agreements herein contained, do agree as follows:

Section 1. Purpose.

This Agreement is made pursuant to the provisions of the Joint Exercise of Powers Act. The purpose of this Agreement is to establish a public entity for the joint exercise of powers common to the Members and for the exercise of additional powers given to a joint powers entity under the Joint Powers Act or any other applicable law, including, but not limited to, the issuance of Bonds for any purpose or activity permitted under the Joint Exercise of Powers Act or any other applicable law. Such purpose will be accomplished and said power exercised in the manner hereinafter set forth.

Section 2. Term.

This Agreement shall become effective in accordance with Section 17 as of the date hereof and shall continue in full force and effect until such time as it is terminated in writing by all the Members; provided, however, that this Agreement shall not terminate or be terminated until all Bonds issued or caused to be issued by the Authority (defined below) shall no longer be outstanding under the terms of the indenture, trust agreement or other instrument pursuant to which such Bonds are issued, or unless a successor to the Authority assumes all of the Authority's debts, liabilities and obligations.

Section 3. Authority.

A. CREATION AND POWERS OF AUTHORITY.

Pursuant to the Joint Exercise of Powers Act, there is hereby created a public entity to be known as the "California Municipal Finance Authority" (the "Authority"),

and said Authority shall be a public entity separate and apart from the Members. Its debts, liabilities and obligations do not constitute debts, liabilities or obligations of any Members.

B. BOARD.

The Authority shall be administered by the Board of Directors (the "Board," or the "Directors" and each a "Director") of the California Foundation for Stronger Communities, a nonprofit public benefit corporation organized under the laws of the State of California (the "Foundation"), with each such Director serving in his or her individual capacity as a Director of the Board. The Board shall be the administering agency of this Agreement and, as such, shall be vested with the powers set forth herein, and shall administer this Agreement in accordance with the purposes and functions provided herein. The number of Directors, the appointment of Directors, alternates and successors, their respective terms of office, and all other provisions relating to the qualification and office of the Directors shall be as provided in the Articles and Bylaws of the Foundation, or by resolution of the Board adopted in accordance with the Bylaws of the Foundation.

All references in this Agreement to any Director shall be deemed to refer to and include the applicable alternate Director, if any, when so acting in place of a regularly appointed Director.

Directors may receive reasonable compensation for serving as such, and shall be entitled to reimbursement for any expenses actually incurred in connection with serving as a Director, if the Board shall determine that such expenses shall be reimbursed and there are unencumbered funds available for such purpose.

The Foundation may be removed as administering agent hereunder and replaced at any time by amendment of this Agreement approved as provided in Section 16; provided that a successor administering agent of this Agreement has been appointed and accepted its duties and responsibilities under this Agreement.

C. OFFICERS; DUTIES; OFFICIAL BONDS.

The officers of the Authority shall be the Chair, Vice-Chair, Secretary and Treasurer (defined below). The Board, in its capacity as administering agent of this Agreement, shall elect a Chair, a Vice-Chair, and a Secretary of the Authority from among Directors to serve until such officer is re-elected or a successor to such office is elected by the Board. The Board shall appoint one or more of its officers or employees to serve as treasurer, auditor, and controller of the Authority (the "Treasurer") pursuant to Section 6505.6 of the Joint Exercise of Powers Act to serve until such officer is re-elected or a successor to such office is elected by the Board.

Subject to the applicable provisions of any resolution, indenture, trust agreement or other instrument or proceeding authorizing or securing Bonds (each such resolution,

indenture, trust agreement, instrument and proceeding being herein referred to as an "Indenture") providing for a trustee or other fiscal agent, and except as may otherwise be specified by resolution of the Board, the Treasurer is designated as the depositary of the Authority to have custody of all money of the Authority, from whatever source derived and shall have the powers, duties and responsibilities specified in Sections 6505, 6505.5 and 6509.5 of the Joint Exercise of Powers Act.

The Treasurer of the Authority is designated as the public officer or person who has charge of, handles, or has access to any property of the Authority, and such officer shall file an official bond with the Secretary of the Authority in the amount specified by resolution of the Board but in no event less than $1,000.

The Board shall have the power to appoint such other officers and employees as it may deem necessary and to retain independent counsel, consultants and accountants.

The Board shall have the power, by resolution, to the extent permitted by the Joint Exercise of Power Act or any other applicable law, to delegate any of its functions to one or more of the Directors or officers, employees or agents of the Authority and to cause any of said Directors, officers, employees or agents to take any actions and execute any documents or instruments for and in the name and on behalf of the Board or the Authority.

D. MEETINGS OF THE BOARD.

(1) Ralph M. Brown Act.

All meetings of the Board, including, without limitation, regular, adjourned regular, special, and adjourned special meetings shall be called, noticed, held and conducted in accordance with the provisions of the Ralph M. Brown Act (commencing with Section 54950 of the Government Code of the State of California), or any successor legislation hereinafter enacted (the "Brown Act").

(2) Regular Meetings.

The Board shall provide for its regular meetings; provided, however, it shall hold at least one regular meeting each year. The date, hour and place of the holding of the regular meetings shall be fixed by resolution of the Board. To the extent permitted by the Brown Act, such meetings may be held by telephone conference.

(3) Special Meetings.

Special meetings of the Board may be called in accordance with the provisions of Section 54956 of the Government Code of the State of California.

To the extent permitted by the Brown Act, such meetings may be held by telephone conference.

(4) Minutes.

The Secretary of the Authority shall cause to be kept minutes of the regular, adjourned regular, special, and adjourned special meetings of the Board and shall, as soon as possible after each meeting, cause a copy of the minutes to be forwarded to each Director.

(5) Quorum.

A majority of the Board shall constitute a quorum for the transaction of business. No action may be taken by the Board except upon the affirmative vote of a majority of the Directors constituting a quorum, except that less than a quorum may adjourn a meeting to another time and place.

E. RULES AND REGULATIONS.

The Authority may adopt, from time to time, by resolution of the Board such rules and regulations for the conduct of its meetings and affairs as may be required.

Section 4. Powers.

The Authority shall have the power, in its own name, to exercise the common powers of the Members and to exercise all additional powers given to a joint powers entity under any of the laws of the State of California, including, but not limited to, the Joint Exercise of Powers Act, for any purpose authorized under this Agreement. Such powers shall include the common powers specified in this Agreement and may be exercised in the manner and according to the method provided in this Agreement. The Authority is hereby authorized to do all acts necessary for the exercise of such power, including, but not limited to, any of all of the following: to make and enter into contracts; to employ agents and employees; to acquire, construct, provide for maintenance and operation of, or maintain and operate, any buildings, works or improvements; to acquire, hold or dispose of property wherever located; to incur debts, liabilities or obligations; to receive gifts, contributions and donations of property, funds, services, and other forms of assistance from person, firms, corporations and any governmental entity; to sue and be sued in its own name; to make grants, loans or provide other financial assistance to governmental and nonprofit organizations (e.g., the Members or the Foundation) to accomplish any of its purposes; and generally to do any and all things necessary or convenient to accomplish its purposes. Without limiting the generality of the foregoing, the Authority may issue or cause to be issued Bonds, and pledge any property or revenues as security to the extent permitted under the Joint Exercise of Powers Act, or any other applicable provision of law; provided, however, the Authority shall not issue Bonds with respect to any project located in the jurisdiction of one or more Members unless the governing body of any such Member, or its duly authorized representative, shall approve, conditionally or unconditionally, the project, including the issuance of Bonds therefor. Such approval may be evidenced by resolution, certificate, order, report or

such other means of written approval of such project as may be selected by the Member (or its authorized representative) whose approval is required. No such approval shall be required in connection with Bonds that refund Bonds previously issued by the Authority and approved by the governing board of a Member.

The manner in which the Authority shall exercise its powers and perform its duties is and shall be subject to the restrictions upon the manner in which a California general law city could exercise such powers and perform such duties. The manner in which the Authority shall exercise its powers and perform its duties shall not be subject to any restrictions applicable to the manner in which any other public agency could exercise such powers or perform such duties, whether such agency is a party to this Agreement or not.

Section 5. Fiscal Year.

For the purposes of this Agreement, the term "Fiscal Year" shall mean the fiscal year as established from time to time by resolution of the Board, being, at the date of this Agreement, the period from July 1 to and including the following June 30, except for the first Fiscal Year which shall be the period from the date of this Agreement to June 30, 2004.

Section 6. Disposition of Assets.

At the end of the term hereof or upon the earlier termination of this Agreement as set forth in Section 2, after payment of all expenses and liabilities of the Authority, all property of the Authority both real and personal shall automatically vest in the Members in the manner and amount determined by the Board in its sole discretion and shall thereafter remain the sole property of the Members; provided, however, that any surplus money on hand shall be returned in proportion to the contributions made by the Members.

Section 7. Bonds.

From time to time the Authority shall issue Bonds, in one or more series, for the purpose of exercising its powers and raising the funds necessary to carry out its purposes under this Agreement.

The services of bond counsel, financing consultants and other consultants and advisors working on the projects and/or their financing shall be used by the Authority. The expenses of the Board shall be paid from the proceeds of the Bonds or any other unencumbered funds of the Authority available for such purpose.

Section 8. Bonds Only Limited and Special Obligations of Authority.

The Bonds, together with the interest and premium, if any, thereon, shall not be deemed to constitute a debt of any Member or pledge of the faith and credit of the Members or the Authority. The Bonds shall be only special obligations of the Authority, and the Authority shall under no circumstances be obligated to pay the Bonds except from revenues and other funds pledged therefor. Neither the Members nor the Authority shall be obligated to pay the principal

of, premium, if any, or interest on the Bonds, or other costs incidental thereto, except from the revenues and funds pledged therefor, and neither the faith and credit nor the taxing power of the Members nor the faith and credit of the Authority shall be pledged to the payment of the principal of, premium, if any, or interest on the Bonds nor shall the Members or the Authority in any manner be obligated to make any appropriation for such payment.

No covenant or agreement contained in any Bond or related document shall be deemed to be a covenant or agreement of any Director, or any officer, employee or agent of the Authority in his or her individual capacity and neither the Board of the Authority nor any Director or officer thereof executing the Bonds shall be liable personally on any Bond or be subject to any personal liability or accountability by reason of the issuance of any Bonds.

Section 9. Accounts and Reports.

All funds of the Authority shall be strictly accounted for. The Authority shall establish and maintain such funds and accounts as may be required by good accounting practice and by any provision of any Indenture (to the extent such duties are not assigned to a trustee of Bonds). The books and records of the Authority shall be open to inspection at all reasonable times by each Member.

The Treasurer of the Authority shall cause an independent audit to be made of the books of accounts and financial records of the Authority by a certified public accountant or public accountant in compliance with the provisions of Section 6505 of the Joint Exercise of Powers Act. In each case the minimum requirements of the audit shall be those prescribed by the State Controller for special districts under Section 26909 of the Government Code of the State of California and shall conform to generally accepted auditing standards. When such an audit of accounts and records is made by a certified public accountant or public accountant, a report thereof shall be filed as a public record with each Member and also with the county auditor of each county in which a Member is located; provided, however, that to the extent permitted by law, the Authority may, instead of filing such report with each Member and such county auditor, elect to post such report as a public record electronically on a website designated by the Authority. Such report if made shall be filed within 12 months of the end of the Fiscal Year or Years under examination.

The Treasurer is hereby directed to report in writing on the first day of July, October, January, and April of each year to the Board and the Members which report shall describe the amount of money held by the Treasurer for the Authority, the amount of receipts since the last such report, and the amount paid out since the last such report (which may exclude amounts held by a trustee or other fiduciary in connection with any Bonds to the extent that such trustee or other fiduciary provided regular reports covering such amounts.)

Any costs of the audit, including contracts with, or employment of, certified public accountants or public accountants in making an audit pursuant to this Section, shall be borne by the Authority and shall be a charge against any unencumbered funds of the Authority available for that purpose.

In any Fiscal Year the Board may, by resolution adopted by unanimous vote, replace the annual special audit with an audit covering a two-year period.

Section 10. Funds.

Subject to the applicable provisions of any Indenture, which may provide for a trustee or other fiduciary to receive, have custody of and disburse Authority funds, the Treasurer of the Authority shall receive, have the custody of and disburse Authority funds pursuant to the accounting procedures developed under Sections 3.C and 9, and shall make the disbursements required by this Agreement or otherwise necessary to carry out any of the provisions of purposes of this Agreement.

Section 11. Notices.

Notices and other communications hereunder to the Members shall be sufficient if delivered to the clerk of the governing body of each Member; provided, however, that to the extent permitted by law, the Authority may, provide notices and other communications and postings electronically (including, without limitation, through email or by posting to a website).

Section 12. Additional Members/Withdrawal of Members.

Qualifying public agencies may be added as parties to this Agreement and become Members upon: (1) the filing by such public agency with the Authority of an executed counterpart of this Agreement, together with a copy of the resolution of the governing body of such public agency approving this Agreement and the execution and delivery hereof; and (2) adoption of a resolution of the Board approving the addition of such public agency as a Member. Upon satisfaction of such conditions, the Board shall file such executed counterpart of this Agreement as an amendment hereto, effective upon such filing.

A Member may withdraw from this Agreement upon written notice to the Board; provided, however, that no such withdrawal shall result in the dissolution of the Authority so long as any Bonds remain outstanding. Any such withdrawal shall be effective only upon receipt of the notice of withdrawal by the Board which shall acknowledge receipt of such notice of withdrawal in writing and shall file such notice as an amendment to this Agreement effective upon such filing.

Section 13. Indemnification.

To the full extent permitted by law, the Board may authorize indemnification by the Authority of any person who is or was a Director or an officer, employee of other agent of the Authority, and who was or is a party or is threatened to be made a party to a proceeding by reason of the fact that such person is or was such a Director or an officer, employee or other agent of the Authority, against expenses, including attorneys fees, judgments, fines, settlements and other amounts actually and reasonably incurred in connection with such proceeding, if such person acted in good faith in a manner such person reasonably believed to be in the best interests of the Authority and, in the case of a criminal proceeding, had no reasonable cause to believe the

conduct of such person was unlawful and, in the case of an action by or in the right of the Authority, acted with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances.

Section 14. Contributions and Advances.

Contributions or advances of public funds and of the use of personnel, equipment or property may be made to the Authority by the Members for any of the purposes of this Agreement. Payment of public funds may be made to defray the cost of any such contribution or advance. Any such advance may be made subject to repayment, and in such case shall be repaid, in the manner agreed upon by the Authority and the Member making such advance at the time of such advance. It is mutually understood and agreed to that no Member has any obligation to make advances or contributions to the Authority to provide for the costs and expenses of administration of the Authority, even though any Member may do so. The Members understand and agree that a portion of the funds of the Authority that otherwise may be allocated or distributed to the Members may instead be used to make grants, loans or provide other financial assistance to governmental units and nonprofit organizations (e.g., the Foundation) to accomplish any of the governmental unit's or nonprofit organization's purposes.

Section 15. Immunities.

All of the privileges and immunities from liabilities, exemptions from laws, ordinances and rules, and other benefits which apply to the activity of officers, agents or employees of Members when performing their respective functions within the territorial limits of their respective public agencies, shall apply to the same degree and extent to the Directors, officers, employees, agents or other representatives of the Authority while engaged in the performance of any of their functions or duties under the provisions of this Agreement.

Section 16. Amendments.

Except as provided in Section 12 above, this Agreement shall not be amended, modified, or altered, unless the negative consent of each of the Members is obtained. To obtain the negative consent of each of the Members, the following negative consent procedure shall be followed: (a) the Authority shall provide each Member with a notice at least sixty (60) days prior to the date such proposed amendment is to become effective explaining the nature of such proposed amendment and this negative consent procedure; (b) the Authority shall provide each Member who did not respond a reminder notice with a notice at least thirty (30) days prior to the date such proposed amendment is to become effective; and (c) if no Member objects to the proposed amendment in writing within sixty (60) days after the initial notice, the proposed amendment shall become effective with respect to all Members.

Section 17. Effectiveness.

This Agreement shall become effective and be in full force and effect and a legal, valid and binding obligation of each of the Members on the date that the Board shall have received from two of the Initial Members an executed counterpart of this Agreement, together with a

certified copy of a resolution of the governing body of each such Initial Member approving this Agreement and the execution and delivery hereof.

Section 18. Partial Invalidity.

If any one or more of the terms, provisions, promises, covenants or conditions of this Agreement shall to any extent be adjudged invalid, unenforceable, void or voidable for any reason whatsoever by a court of competent jurisdiction, each and all of the remaining terms, provisions, promises, covenants and conditions of this Agreement shall not be affected thereby, and shall be valid and enforceable to the fullest extent permitted by law.

Section 19. Successors.

This Agreement shall be binding upon and shall inure to the benefit of the successors of the parties hereto. Except to the extent expressly provided herein, no Member may assign any right or obligation hereunder without the consent of the other Members.

Section 20. Miscellaneous.

This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

The section headings herein are for convenience only and are not to be construed as modifying or governing the language in the section referred to.

Wherever in this Agreement any consent or approval is required, the same shall not be unreasonably withheld.

This Agreement shall be governed under the laws of the State of California.

This Agreement is the complete and exclusive statement of the agreement among the Members, which supercedes and merges all prior proposals, understandings, and other agreements, whether oral, written, or implied in conduct, between and among the Members relating to the subject matter of this Agreement.

IN WITNESS WHEREOF, the City of Artesia has caused this Agreement to be executed and attested by its duly authorized representatives as of the ____ day of _____, 2017.

Member:

CITY OF ARTESIA

By: _____
Name: William Rawlings
Title: City Manager

ATTEST:

_____
Clerk

RESOLUTION NO. 1547

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARTESIA APPROVING, AUTHORIZING AND DIRECTING EXECUTION OF AN AMENDED AND RESTATED JOINT EXERCISE OF POWERS AGREEMENT RELATING TO THE CALIFORNIA STATEWIDE COMMUNITIES DEVELOPMENT AUTHORITY

WHEREAS, the City of Artesia, California ("City") has expressed an interest in participating in the economic development financing programs (the "Programs") authorized under that certain Amended and Restated Joint Exercise of Powers Agreement Relating to the California Statewide Communities Development Authority, dated as of June 1, 1988 (the "Agreement"); and

WHEREAS, there is now before this City Council the form of the Agreement; and

WHEREAS, the City purposes to participate in the Programs and desires that certain projects to be located from time to time within the City be financed pursuant to the Programs; and

WHEREAS, the City has determined that it is in the public interest and for the public benefit that the City do so; and

WHEREAS, the Agreement has been filed with the City Clerk and members of the City Council of the City, with the assistance of its staff, have reviewed said document;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ARTESIA DOES RESOLVE AS FOLLOWS:

SECTION 1. The Agreement is hereby approved. The Mayor, the City Manager or authorized designee thereof is hereby authorized and directed to execute the Agreement, with such changes, insertions and omissions as may be approved by said official, and the City Clerk or such Clerk's designee is hereby authorized and directed to affix the City's seal to the Agreement and attest thereto.

SECTION 2. The Mayor, the City Manager, the City Clerk and all other proper officers and officials of the City are hereby authorized and directed to execute such other agreements, documents and certificates, and to perform such other acts and deeds, as may be necessary or convenient to effect the purposes of this Resolution and the transactions herein authorized.

SECTION 3. The City Clerk of the City shall forward a certified copy of this Resolution and an originally executed Agreement to:

Ana Marie del Rio, Esq.
Orrick, Herrington & Sutcliffe, LLP
Old Federal Reserve Bank Building
400 Sansome Street
San Francisco, California 94111

SECTION 4. This Resolution shall take effect immediately upon its passage.

PASSED, APPROVED AND ADOPTED this 10th day of July, 2000.

Sally Flowers
SALLY FLOWERS, MAYOR

ATTEST:

Barbara Brown
BARBARA BROWN, CITY CLERK

I, Barbara Brown, City Clerk of the City of Artesia, do hereby certify that the foregoing Resolution was introduced and adopted at a regular meeting of the City Council of the City of Artesia held on the 10th day of July, 2000, by the following vote:

AYES: COUNCILMEMBERS: Flowers, Nelson, Lyon, Mendoza, Menezes
NOES: COUNCILMEMBERS: None
ABSENT: COUNCILMEMBERS: None
ABSTAIN: COUNCILMEMBERS: None

Barbara Brown
Barbara Brown, City Clerk

CITY COUNCIL AGENDA REPORT

MEETING DATE: August 10, 2026 **ITEM NO: 9K.**

TO: Mayor and Members of the City Council

SUBJECT: Consideration of Award of Professional Services Agreement With Communications LAB

FROM: Danielle Osborne, Management Analyst

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

RECOMMENDATION:
Staff recommends that the City Council approve, and authorize the City Manager to execute on it's behalf, a Professional Services Agreement (PSA) with Communications LAB to create a Citywide Strategic Communications Plan at a cost not to exceed $49,350.00.

BACKGROUND:
Alignment with Fiscal Year 2026-27 Goals:
Goal(s) No. 5 - Create a Comprehensive Communications Plan for the City

On Monday, February 23, 2026, the City Council participated in its annual Goal Setting Session, determining key initiatives and priority actions for the upcoming fiscal year. An emergent priority of the City Council was to solicit a consulting firm to audit and evaluate existing communication efforts, and to develop a Strategic Communications Plan to create a road map for communications strategies and to guide staff efforts in community outreach, engagement, and promotional endeavors throughout the entire organization. To further support this goal, the City Council allocated funding in the Fiscal Year 2026-2027 budget to be used towards the procurement of services as they relate to the Citywide Strategic Communications Plan.

ANALYSIS:
The Council formed an ad-hoc committee, consisting of Mayor Pro Tem Ramoso and Councilmember Ahir, who met with staff and identified key goals and areas of need in Citywide communications. Top priorities included general engagement/civic awareness, Council action, code changes, media relations, scripted media, crisis communications, strategic campaigns, and internal communications. Upon discussion, it was determined that the best course of action would be to release a Request for Proposal (RFP) for qualified individuals or firms to develop a Strategic Communications Plan. To that end, the committee determined the following scope of work for the RFP:

1. Create a comprehensive and modern communications strategy to be implemented by the City following adoption,
2. Establish communication and engagement standards and best practices across the organization,
3. Identify communications gaps and resources needed,
4. Outline tools, including translation services, which allow the City to reach a diverse audience, and

5. Provide strategies and best practices for inclusive internal communications.

Recognizing the scale of the request and the potential need for additional support in implementing some of the broader goals of the plan, the ad-hoc committee also requested that the RFP include a section for an optional/add-on services and a separately itemized price sheet for implementation services. The scope would include staff training on recommended strategies and best practices, as well as the creation of basic templates for the City's use.

On June 3, 2026, the City released an RFP for the Citywide Strategic Communications Plan. The RFP was advertised for six (6) weeks, and included an opportunity for prospective proposers to ask and attain answers to clarifying questions. The RFP closed on June 24, 2026, and a total of nine (9) proposals were received from the following firms:

Consultant Firm	**Proposed Cost**
Atypical Global	$58,000
Communications LAB	$58,500
CV Strategies	$35,000
InnoNative Consulting	$82,500
JPW Communications	$57,635
Murakawa Communications	$153,028.96
Raftelis	$70,000
Tripepi Smith	$92,705
WeUsThem	$79,955

A three-member panel conducted the initial evaluation to determine finalists based on the following criteria: (1) Quality of the proposal, (2) Adherence to the requirements, (3) Expertise in the fields necessary to execute the proposal, (4) Recent relevant experience, (5) Professional qualifications and education of team members, (6) Methodology for project approach, (7) Resources, capability, and commitment to complete all tasks, and (8) Cost competitiveness and value for the money. Upon evaluation and discussion, the panel invited the top four firms to finalist interviews.

Finalist interviews were conducted via Microsoft Teams on July 22, 2026 by a four-member panel. Proposers were asked a series of questions which allowed them to dive further into their proposals and showcase their experience and capabilities, and to make a case for why they believed they were the best fit for Artesia. Communications LAB emerged as the top candidate, having demonstrated a clear understanding of the City's priorities, and having provided a tailored approach to help the City bridge gaps and meet goals.

Communications LAB is a California Limited Liability Company (LLC) that offers full communications services, including public relations and media relations, strategic and crisis communications, social and digital media management, graphic design and branding, video production and photography, web development, and bilingual/multicultural community outreach, all managed under one project team.

Most recently, Communications LAB has conducted extensive strategic planning for the City of Placentia and the Port of Long Beach, and it currently serves as the City of Cypress' embedded public information arm. Communications LAB stood out for its deep understanding of what is required of a public agency when performing community outreach, and it offers a unique perspective, with its founder currently serving as an elected city official in Orange County. This firm comprehends the challenges faced by a small city with a lean workforce like Artesia, is flexible when working with limited budgets, and is professionally ingrained in the industry, understanding the importance of compliance with issues such as the ADA Title II web accessibility requirements.

The attached proposal reflects the broadest scope of services offered by Communications LAB in response to the City's RFP, however the final scope included in the Professional Services Agreement was modified to fit the City's budget for this project. As requested in the RFP, Communications LAB has also included an optional add-on proposal for implementation services at a cost not to exceed $12,000. Staff intends to evaluate the need for additional services once the plan progresses, and the the City's support needs are clear.

Based on its experience, knowledge, and demonstrated understanding of Artesia's needs, Communications LAB emerged as the clear front-runner, and was unanimously selected by the panel.

FISCAL IMPACT:
The Fiscal Year 2026-27 Budget allocates resources from the General Fund for the procurement of services for a Citywide Strategic Communications Plan.

RECOMMENDED COUNCIL ACTION:
Staff recommends that the City Council approve, and authorize the City Manager to execute on it's behalf, a Professional Services Agreement (PSA) with Communications LAB to create a Citywide Strategic Communications Plan at a cost not to exceed $49,350.00.

Attachments

Proposal - Communications LAB.pdf
Communications LAB - Revised Scope & Compensation.pdf
PSA - Communications LAB.pdf

CommunicationsLAB
discover your voice

REQUEST FOR PROPOSAL

CITYWIDE STRATEGIC COMMUNICATIONS PLAN



Prepared For: City of Artesia

701 E Chapman Avenue, Orange, CA 92866 | P: 949-215-5539 | F: 949-215-5549 | Info@CommunicationsLAB.com

1. Title Page

COMMUNICATIONS LAB

REQUEST FOR PROPOSAL

CITYWIDE STRATEGIC COMMUNICATIONS PLAN

Prepared for:

City of Artesia

18747 Clarkdale Avenue, Artesia, CA 90701

Proposal Submitted: June 24, 2026

Submitted by: Communications LAB (dba of Barrios & Associates, LLC)

701 E. Chapman Avenue
Orange, CA 92866

P: 949-215-5539 ext. 101
C: 714-878-4864

arianna@communicationslab.com
www.CommunicationsLAB.com

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Communications LAB appreciates the opportunity to submit this proposal to the City of Artesia and looks forward to discussing our qualifications in greater detail.

3. Cover Letter

June 24, 2026

Danielle Osborne, Management Analyst,
City of Artesia • Administrative Services Department
18747 Clarkdale Avenue
Artesia, CA 90701

RE: Request for Proposals – Citywide Strategic Communications Plan

Dear Ms. Osborne and Members of the Selection Committee:
Communications LAB is pleased to submit this proposal in response to the City of Artesia's Request for Proposals for a Citywide Strategic Communications Plan. We are an award-winning, full-service strategic communications, public relations, and digital media firm with more than two decades of combined experience guiding municipal organizations through this kind of citywide self-assessment and planning process – most recently for the Port of Long Beach, the City of Placentia, and the City of Cypress.

Artesia is a uniquely textured city – 85% people of color, anchored by deep Asian and Hispanic communities, a federally recognized disadvantaged census tract in North Artesia, and a resident base reached through outlets from the Artesian magazine and Radio TV Artesia to Rave Mobile Reverse 911. That texture is exactly where Communications LAB does its best work: we arrive with a process – communications audits, stakeholder ascertainments, and audience-specific strategy – custom-built to a community's real channels, real language needs, and real capacity to sustain a plan once we are gone.

Our team will function as a genuine extension of Artesia's Administrative Services Department, not an outside vendor working at arm's length, and will bring forward a specific recommendation for meeting the revised Title II ADA web-accessibility requirements ahead of the federal April 26, 2028 deadline. Communications LAB meets and exceeds every qualification standard outlined in this RFP, and we respectfully request the opportunity to put our experience to work for Artesia.

Consultant: Communications LAB
Address: 701 E. Chapman Ave., Orange, CA 92866
Phone: 949-215-5539 ext. 101
CA SOS Entity No.: 201302410206

Proposal Contact: Arianna Barrios, CEO
Address: 701 E. Chapman Ave., Orange, CA 92866
Email: arianna@communicationslab.com
Entity Type: Single-Member LLC;
Arianna Barrios, Owner/CEO, Authority to bind firm.

This proposal, and the fees contained herein, shall remain valid and binding for a period of not less than 120 calendar days from the date of submittal.

Sincerely,

Arianna Barrios, CEO
Communications LAB | 701 E. Chapman Avenue, Orange, CA 92866
O: 949-215-5539 ext. 101 | C: 714-878-4864 | E: arianna@communicationslab.com

4. Introduction **& Approach**



4. Introduction & Approach

Firm Overview

Communications LAB is the dba of Barrios & Associates, LLC, a California limited liability company wholly owned by CEO Arianna Barrios, who holds full legal authority to bind the firm to the terms of this proposal (CA Secretary of State Entity No. 201302410206). Originally founded as a sole-proprietorship consulting practice in 2005, the firm incorporated as an LLC in 2013 and has grown into a 20-person, full-service strategic communications, public relations, and digital media agency, headquartered at 701 E. Chapman Avenue in the historic Old Towne district of Orange, California, with a satellite office in Pasadena serving Los Angeles County clients.

Recognized in 2023 as one of the Top 10 public relations firms in Orange County (Orange County Business Journal), Communications LAB is a certified Small Business Enterprise (SBE), Disadvantaged Business Enterprise (DBE), Minority Business Enterprise (MBE), Women's Business Enterprise (WBE), and Woman-Owned Small Business (WOSB) at the local, state, and federal levels. The firm is in good standing with the California Secretary of State and is registered with the California Department of General Services (DGS) and the Department of Industrial Relations (DIR).

Communications LAB is structured as a true full-service shop – public relations and media relations, strategic and crisis communications, social and digital media management, graphic design and branding, video production and photography, web development, and bilingual/multicultural community outreach all sit in-house, under one roof, managed by one project team. The City of Artesia will never be handed off between subcontractors for different pieces of its Communications Plan.

What Differentiates Communications LAB

- A specific, repeatable track record of citywide strategic communications planning – not just tactical execution – most recently for the City of Placentia and currently for the Port of Long Beach, giving Artesia a partner who has run this exact process and knows where it succeeds and where it needs to flex.
- True extension-of-staff partnership. Communications LAB has served as the embedded public information arm for the City of Cypress since 2022 and the City of Huntington Beach since 2019 – we are accustomed to working inside small municipal teams, not around them.
- A multidisciplinary, multicultural in-house bench – strategists, project managers, graphic designers, videographers, and bilingual outreach specialists – that mirrors the demographic complexity of Artesia's 85% people-of-color community.
- Demonstrated experience evaluating communications activities qualitatively and quantitatively (audits, ascertainments, statistically valid community surveys) to build best-in-class, defensible recommendations rather than generic templates.
- Direct, current awareness of the Department of Justice's revised Title II ADA web accessibility rule and its April 26, 2028 compliance deadline, and a workplan that builds compliance review into Phase 1 of the engagement rather than treating it as an afterthought.

Our Approach

Each city, agency, and community has its own story, and respecting that story – rather than dropping in a one-size-fits-all template – has shaped every strategic communications plan Communications LAB has delivered. Our approach to Artesia's Citywide Strategic Communications Plan is built on three principles:

1. Listen before we write. Before a single recommendation is drafted, our team conducts a full communications audit and a structured round of staff, elected official, and community stakeholder ascertainments. The Plan we deliver reflects what Artesia's own residents, businesses, and staff tell us – not what worked somewhere else.

2. Build for the team that has to run it. Artesia's Administrative Services Department manages communications alongside grant administration, public safety coordination, and economic development – the same small-team reality we have supported for Cypress and Placentia. Our recommendations, templates, and training are sized to a lean in-house team, not an outsourced agency.
3. Plan for every resident, not just the easiest-to-reach ones. With Asian (42%) and Hispanic (35%) communities comprising Artesia's two largest population groups, and North Artesia formally recognized as a disadvantaged community, our audience-profile and translation strategy will be built around real reach, not assumed reach.

General Firm Information

Organization Size	20 employees (18 full-time, 2 part-time)
Office Locations	Orange, CA (HQ) and Pasadena, CA
Years in Business	21 years overall (founded 2005); 13 years as an LLC (incorporated 2013)
State of Incorporation	California – Limited Liability Company
Principal / Owner	Arianna Barrios, Sole Member & Chief Executive Officer
Other Principal	Brian Lochrie, President
Certifications	SBE / DBE / MBE / WBE / WOSB (state and federal)

A full organizational chart for this engagement is provided in Section F, Project Team.

5. Our **Experience**



5. Experience

The three case studies below were selected because, together, they demonstrate the full range of work the City of Artesia's Citywide Strategic Communications Plan will require: large-scale public-agency research and message testing (Port of Long Beach), a citywide strategic communications planning engagement nearly identical in scope to Artesia's (City of Placentia), and sustained, embedded, extension-of-staff communications support for a small municipal organization (City of Cypress).

RELEVANT EXPERIENCE

Port of Long Beach – Community Surveys & Stakeholder Ascertainments

Contact: Eleanor Torres, Managing Director, Strategic Advocacy | (562) 756-8383 | eleanor.torres@polb.com

In 2024, the Port of Long Beach's Office of Strategic Advocacy engaged Communications LAB to design and field a communitywide survey assessing local sentiment toward the Port as a neighbor, job center, and community partner – the first scientifically valid instrument of its kind in over a decade. The engagement gave the Port's communications team the baseline metrics it had been missing to evaluate future outreach.

The multi-phased project included a review of prior survey findings, development of a 30-question communitywide survey, 500+ live-interview qualitative and quantitative responses (margin of error of +/-4.4%), 18 key stakeholder ascertainments, and 52 community intercept surveys, with the sample stratified to mirror Long Beach's actual demographic and council-district composition.

The results gave the Port its strongest baseline yet – an 87% favorable opinion among the local community, the highest of any comparable local organization tested – and a defensible, data-driven foundation the Port now uses to plan and measure its ongoing communications and community outreach programs.

SERVICES PROVIDED

- Communitywide research & survey design
- Stakeholder ascertainment interviews
- Community intercept surveys
- Message testing & strategic recommendations

KEY STAFF ASSIGNED

- Arianna Barrios, Strategic Advisor
- Diana Moreno, Project Manager
- Research Partner (subconsultant)

RELEVANT EXPERIENCE

City of Placentia – Communications & Marketing Strategic Plan

Project led by Diana Moreno, Project Manager | Engagement: 2023

In 2023, Communications LAB was engaged by the City of Placentia to undertake a strategic review of the City's communications strategies and activities, with an eye toward building a new strategic communications plan that incorporated modern best practices, met stakeholders where they were, and could be managed efficiently by a small in-house team – the same fundamental brief outlined in Artesia's RFP.

Communications LAB approached the project in three phases: Research & Ascertainments, Social & Digital Strategy, and Plan Delivery. Phase 1 included a full communications audit of every existing channel, an informal community survey on resident communications preferences, and more than 20 stakeholder ascertainments spanning City staff, elected leaders, business owners, and residents. Phase 2 focused exclusively on the City's social and digital

channels; in the process, our team identified several departments quietly running unsanctioned “shadow” social channels outside the City’s official presence – channels we helped the City consolidate and shut down while building the templates and tools the internal team needed to maintain consistency going forward.

Phase 3 delivered a comprehensive Strategic Communications Plan that established a clear chain of command for who leads communications under the City Manager, articulated where Placentia’s messaging was headed, and equipped staff with editorial calendars, brand guidelines, and channel-specific best practices. The final plan was approved by the Placentia City Council and Communications LAB went on to facilitate the citywide training sessions that accompanied its rollout.

SERVICES PROVIDED

- Communications audit
- Stakeholder ascertainments (20+)
- Social & digital channel assessment
- Strategic communications plan & brand guidelines
- Citywide staff training

KEY STAFF ASSIGNED

- Diana Moreno, Project Manager
- Arianna Barrios, Strategic Advisor
- Brooke Hester, Project Coordinator

RELEVANT EXPERIENCE

City of Cypress – Strategic Communications & Community Outreach

Contact: Peter Grant, City Manager | (714) 229-6700 | pgrant@cypressca.org

Since 2022, Communications LAB has served as the City of Cypress’s embedded public information arm – the clearest demonstration in our portfolio of what it means to work as a genuine extension of municipal staff. Our team develops and implements the communications and marketing efforts behind City news, services, programs, and signature events such as the Spring Egg Hunt, Summerfest, Concerts on the Green, the Cypress Run, State of the City, and the Holiday Sing.

Working directly with the City Manager and individual departments, Communications LAB introduced a new brand guide, adopted a citywide social media strategy, improved video production quality, and streamlined newsletter production. As the City’s digital storyteller, our team produces daily social content, bi-weekly “Minute with the Mayor” video segments, and a bi-weekly e-newsletter, while monitoring social channels, responding to resident inquiries, and flagging emerging issues to City staff. We also executed citywide outreach campaigns educating residents on the California Voting Rights Act and recent municipal elections.

The result is measurable: in a statistically valid community survey Communications LAB fielded for the City, 95% of residents reported feeling Cypress is a safe place to live and 91% rated it an excellent or good place to live and raise a family – evidence that consistent, well-targeted communications support builds durable community trust over time.

SERVICES PROVIDED

- Government relations & Special Projects
- Media Relations & PR
- Graphic Design & Website Management
- Social Media, Email Outreach & Newsletters
- Video Production
- Branding & Visual Identity

KEY STAFF ASSIGNED

- Diana Moreno, Project Manager
- Brooke Hester, Asst. Project Manager
- Arianna Barrios, Crisis Communications
- Brian Lochrie & Jose Vazquez, Video Production
- Max Lochrie, Digital & Social Media
- Jessica Van Oyen, Graphic Design

6. Project **Overview**



6. Project Overview

The City of Artesia is seeking a Citywide Strategic Communications Plan that reviews existing communications outlets and efforts and establishes best practices to reach and inform the broadest possible audience about Artesia – while also equipping the Administrative Services Department with the templates, training direction, and accessibility roadmap to sustain that plan after Communications LAB's engagement ends. Communications LAB's Project Manager will work hand-in-hand with the City's Management Analyst throughout the engagement, treating Artesia's Communications goals as our own.

Special Considerations We Have Identified

- ADA Title II Compliance Deadline. The Department of Justice's revised Title II regulations require Artesia's web-based information to meet WCAG 2.1 Level AA accessibility standards by April 26, 2028. Because this is a fixed federal deadline, we have built a web accessibility review directly into Phase 1 of our workplan rather than treating it as a closing recommendation – giving the City the runway it needs to budget and execute remediation well ahead of the deadline.
- A Demographically Complex Audience. With an 85% people-of-color population (42% Asian, 35% Hispanic) and North Artesia formally designated a disadvantaged community, a single generic communications plan will not reach every Artesia resident equally. Our audience-profile and translation strategy is built to identify which channels, languages, and message formats reach which populations – and where current gaps exist.
- A Lean In-House Team. The Administrative Services Department manages communications alongside grant administration, public safety coordination, economic development, and emergency management. Every tool, template, and training recommendation in our Plan is sized to be maintained by that existing team – not dependent on hiring additional staff.
- An Unusually Rich Existing Channel Mix. Artesia already operates an uncommonly broad set of outlets – from the quarterly Artesian magazine and a Radio TV Artesia partnership to a South Street marquee sign and Rave Mobile Reverse 911. Our communications audit will assess which of these channels are earning their place in the mix, which are underused, and where consolidation or retirement (as we identified for the City of Placentia) may be warranted.
- A One-Year Engagement Window. We understand the City intends this agreement to run for a one-year term or until the Plan is complete. Our workplan is sequenced to deliver the final adopted Plan well inside that window, while preserving time for Council review, staff training, and any City-directed scope adjustments.

Our Unique Strengths for This Engagement

- Direct, current experience completing this exact deliverable – a citywide strategic communications plan – for a comparably sized Southern California general-law city (City of Placentia), built and approved within a single fiscal year.
- An in-house, multilingual outreach team (Spanish-language translation and interpretation capability is provided in-house, not subcontracted) suited to Artesia's Hispanic and broader immigrant communities.
- A senior strategist – Arianna Barrios – who is herself a sitting elected municipal official (City of Orange), giving the City a strategic advisor who personally understands the pressures and optics elected leaders face around public communications.
- An established, repeatable Quality Control methodology (Section G) built around the same project-management platforms – Asana, Microsoft SharePoint, or Microsoft Teams – already familiar to most municipal IT environments.

7. Detailed **Workplan**



7. Detailed Workplan

Communications LAB proposes a three-phase workplan that directly maps to all five goals identified in Section III, Scope of Work, of the RFP. We have organized the work this way – the same structure that proved successful for the City of Placentia – because it front-loads listening and research before a single recommendation is drafted, and because it lets phases overlap where efficient rather than forcing a rigid, sequential timeline.

PHASE 1 | Research, Audit & Ascertainment (Months 1–2)

Addresses RFP Goal 1 (comprehensive, modern communications strategy) and Goal 4 (tools to reach a diverse audience).

- **Kick-Off**: Facilitate a meeting with the Management Analyst to confirm project governance, select a shared project-management platform, and finalize the engagement schedule.
- **Communications Audit**: Conduct a comprehensive communications audit of all current outlets – City website/E-notify, press releases, the Artesian magazine, Radio TV Artesia, monthly e-newsletters, street banners, print collateral, Facebook, Instagram, LinkedIn, YouTube, tabling/event presence, the South Street marquee, and Rave Mobile Reverse 911 – assessing consistency of brand voice, frequency, channel effectiveness, and dormant or duplicative channels.
- **Ascertainments**: Conduct up to 20 staff, elected official, and community stakeholder ascertainment interviews using a standardized, City-approved question set, including City Council members, department heads, business and Chamber representatives, and residents from North Artesia.
- **Community Survey**: Launch a short, cost-effective, broadly distributed community engagement survey (print and digital) to capture communications preferences across Artesia's Asian, Hispanic, and broader resident population. Available in multiple languages and advertised through all current City channels and locations.
- **ADA Review**: ADA Title II web accessibility review of the City's website and digital communications against WCAG 2.1 AA standards, producing a prioritized remediation roadmap aligned to the April 26, 2028 federal deadline.
- **Audience Profiles**: Development of audience profiles identifying which channels, languages, and message formats reach Artesia's residential, business, visitor, and harder-to-reach populations, with initial recommendations on where translated materials should be published.

PHASE 2 | Standards, Strategy & Toolkit Development (Months 2–4)

Addresses RFP Goal 2 (engagement standards & best practices) and Goal 5 (inclusive internal communications).

- **Strategy Development**: Citywide content strategy for storytelling, routine public messaging, council action updates, code changes, and events/programs, including guidance on how to approach potentially controversial topics.
- **Best Practices:** Social media, alert-message, and FlashVote survey best practices, plus a style guide and editorial-calendar templates for planned social posts and campaigns.
- **Plans & Templates**: Crisis communications plan and template library – statements, talking points, sample press releases/op-eds, and a current media list – built specifically around scenarios relevant to Artesia (public safety, code changes, emergency events).

- **Recommendations**: Provide recommendations on advertising outlets and best practices, and best practices for establishing a citywide photo and video asset database.
- **Internal Communications**: Develop an Internal communications strategy for sharing information over the City's Intranet and Teams groups, plus a staff engagement framework to build internal awareness of City activities.
- **Training**: Recommended media-training opportunities for staff and elected officials, and KPI/metric reporting templates so the City can track reach, engagement, and message acceptance going forward.

PHASE 3 | Plan Finalization, Council Adoption & Training (Months 4–5)

Addresses RFP Goal 3 (identify communications gaps and resources needed) and finalizes deliverables across all five goals.

- **Strategic Communications Plan**: Draft Citywide Strategic Communications Plan assembled from all Phase 1 and Phase 2 findings, including a gap analysis identifying where City staff capacity, budget, or outside consultant support will be needed to implement specific recommendations.
- **Collaborative Review**: Internal review cycle with the Management Analyst and City leadership, followed by revisions.
- **Presentation**: Final presentation(s) of the Plan to City staff and, upon request, to the City Council, including an executive summary of ascertainment findings, target audiences, preferred channels, key messages, and success metrics.
- **Delivery**: Delivery of all final templates, the style guide, the crisis communications toolkit, and the ADA remediation roadmap in editable, City-owned formats.
- **Training**: Up to three (3) staff training sessions – General Communications, Social Media Best Practices, and Spokesperson/Media Training – provided at no additional cost as part of the base proposal (see Section H, Cost Proposal).

Assumptions & Required City Support

- The City will designate the Management Analyst (or other staff representative) as the single point of contact responsible for scheduling ascertainment interviews, routing internal approvals, and granting access to existing communications materials, analytics, and the City website/CMS for the ADA review.
- Communications LAB will recommend a project-management platform (Asana, SmartSheet, or Microsoft Teams) for shared visibility into milestones; we assume the City can provide limited staff access to whichever platform is selected.
- All work products will be developed using standard, widely available software (Microsoft Office, Adobe Creative Suite, Canva); no proprietary City software licenses are assumed.
- If, during Phase 1, any RFP-listed task is found to be better served by an alternative approach (for example, if existing analytics data is insufficient to support quantitative channel-effectiveness analysis), Communications LAB will document the issue and propose an alternative method for the City's approval before proceeding.
- Full ADA remediation (as opposed to the audit and roadmap) is scoped as part of the Optional Add-Alternate budget in Section H, consistent with the City's own framing of implementation support as an optional, separately priced service.

8. Project **Team**



8. Project Team

Communications LAB proposes a five-person core team for the Artesia engagement, supported as needed by our broader 20-person in-house bench (bilingual outreach, graphic design, and video production). Diana Moreno will serve as the City's single, consistent point of contact for the life of the engagement; no key team member will be removed or substituted without prior written notice to the City. (Full Team Resumes are included in the APPENDIX.)



Arianna Barrios ***Strategic Advisor & Senior Training Facilitator*** *701 E. Chapman Ave., Orange, CA 92866 | 949-215-5539 ext. 101 | arianna@communicationslab.com*	CEO of Communications LAB since 2013 and a 20+ year communications, marketing, and public policy professional with a B.A. in Communications (Public Relations emphasis) from CSU Fullerton. Ms. Barrios currently serves as an elected Councilmember for the City of Orange, District 1, giving her first-hand, current insight into the pressures elected officials face around public messaging. On the Artesia engagement, Ms. Barrios will provide senior strategic and crisis-communications counsel, oversee message-platform development, and personally lead the proposed media/spokesperson training sessions for City Council and executive staff.
Diana Moreno ***Project Manager*** *701 E. Chapman Ave., Orange, CA 92866 | 949-215-5539 ext. 120 | diana@communicationslab.com*	Director of Public Affairs at Communications LAB since 2019, with a B.A. in Political Science (Summa Cum Laude) from CSU Fullerton and 10+ years of prior experience as District Director for a California State Senate office and Policy Advisor for the County of Orange. Ms. Moreno led the City of Placentia's Communications & Marketing Strategic Plan engagement referenced in Section C and currently manages the City of Cypress account. As Project Manager, Ms. Moreno will serve as Artesia's day-to-day point of contact, leading the communications audit, ascertainment interviews, and drafting of the final Strategic Communications Plan.
Max Lochrie ***Digital Media Manager*** *701 E. Chapman Ave., Orange, CA 92866 | 949-215-5539 | max@communicationslab.com*	Web developer and digital strategist at Communications LAB since 2023, holding a B.A. in Music Industry & History from UCLA. Mr. Lochrie has designed and launched multiple public-agency and nonprofit websites for the firm, including SaveOCHorses.com, NOCpublicsafety.com, and OCHopecenter.org, and is proficient across the Adobe Creative Suite and modern web platforms. On this engagement, Mr. Lochrie will lead the City's digital-channel audit and ADA Title II web accessibility review, and support build-out of the social media and digital strategy and templates.

Brooke Hester ***Account Coordinator*** *701 E. Chapman Ave., Orange, CA 92866 | 949-606-3065 | brooke@communicationslab.com*	Public Affairs Executive at Communications LAB since 2024, holding a B.A. in Communications & Public Relations and a Certificate in Digital Communications. Ms. Hester currently provides account management support for the City of Cypress account as Assistant Project Manager and has direct experience coordinating event logistics, newsletters, and social content for government clients. For Artesia, Ms. Hester will coordinate ascertainment scheduling, manage the community survey rollout, and support day-to-day deliverable tracking for the Project Manager.

Brooke Dailey ***Digital Media Coordinator*** *701 E. Chapman Ave., Orange, CA 92866 | 949-215-5539 | brooke.d@communicationslab.com*	Ms. Dailey supports Communications LAB's municipal client teams as part of the firm's outreach and digital content bench, assisting with social media scheduling, content production coordination, and community outreach logistics on current public-agency accounts. On the Artesia engagement, Ms. Dailey will support the social media editorial calendar, day-to-day channel monitoring, and coordination of graphic and video asset requests alongside the Digital Media Manager.

9. Quality **Control**



9. Quality Control

Communications LAB's quality control process begins with the same project-management discipline we use across every public-agency engagement, paired with a structured, multi-tier review of every work product before it reaches the City.

Project Management & Visibility Tools

Asana	Microsoft Teams	Microsoft SharePoint
Collaborative day-to-day task management.	Collaborative day-to-day task management. Real-time team & client communication/sharing.	Collaborative day-to-day task management. Real-time team & client communication/sharing.

Document & Deliverable Review Cycle

1. **First Draft** – prepared by the assigned Account Coordinator or Digital Media team member against the agreed scope and City-provided source material.
2. **Strategic Review** – the Project Manager reviews every deliverable for accuracy, completeness, brand and tone consistency, and adherence to the City's communications standards before it advances.
3. **Senior Sign-Off** – for plan-level deliverables (the audit findings, the draft Strategic Communications Plan, and crisis communications materials), the Strategic Advisor provides a final senior review before delivery to the City.
4. **City Review & Revision** – all major deliverables are routed to the Management Analyst for review and comment, with a documented revision turnaround built into the project schedule.

This same four-step model is the one Communications LAB used to deliver an accurate, Council-approved Strategic Communications Plan for the City of Placentia on schedule, and it is the model our team uses today to manage the daily volume of content moving through the City of Cypress account without errors reaching residents.

10. Cost **Proposal**



10. Cost Proposal

Communications LAB proposes a task-based, all-inclusive not-to-exceed fee for the base scope of the Citywide Strategic Communications Plan, calculated against a single Blended Team Rate of $150 per hour. This fee includes all direct and indirect costs, project management, and standard out-of-pocket expenses (mileage, standard printing of internal review drafts, and routine software). Any pre-approved, City-specific reimbursable cost (such as professional translation certification, paid survey distribution, or third-party printing of final collateral) will be billed at actual cost with no markup.

Base Proposal – Task & Hours Breakdown

Task / Deliverable	Est. Hours	Fee
Project Management, Kickoff & Team Meetings	48	$7,200
Communications Audit (channels, materials, media coverage, brand)	40	$6,000
Staff & Stakeholder Ascertainments (up to 20 interviews)	36	$5,400
Community & Business Engagement Survey	28	$4,200
ADA Title II Web Accessibility Compliance Review	20	$3,000
Audience Profiles & Translation / Outreach Strategy	18	$2,700
Strategic Communications Plan Drafting	50	$7,500
Engagement Standards, Style Guide & Social Media Templates	36	$5,400
Social Media Strategy & Best Practices	28	$4,200
Crisis Communications Plan & Templates	24	$3,600
Internal Communications Strategy (Intranet / Teams)	16	$2,400
Media & Spokesperson Training Recommendations	12	$1,800
KPI / Metrics Reporting Templates & Tools	12	$1,800
Draft Review, Revisions & Final Plan Presentation(s)	22	$3,300
TOTAL BASE PROPOSAL FEE (390 hours)	**390**	**$58,500**

This not-to-exceed fee may also be invoiced as a flat monthly retainer of $9,750 (65 hours) over a six-month engagement, at the City's preference, consistent with the structure Communications LAB has used successfully on comparable municipal engagements.

Hourly Rate Schedule

The table below identifies each key team member's standard hourly rate and the discounted Blended Team Rate Communications LAB proposes for all work performed for the City of Artesia, across all classifications and tasks, for the term of the Agreement and any authorized renewal. This rate schedule is part of Communications LAB's quote for use in invoicing progress payments and for any Extra Work authorized by the City outside this scope, and shall remain in effect, including for the Optional Add-Alternate proposal below, for not less than twelve (12) months following award of the base contract.

Team Member / Role	Standard Rate	Proposed Rate for City of Artesia
Arianna Barrios – Strategic Advisor & Sr. Training Facilitator	$185/hr	$150/hr (blended)
Diana Moreno – Project Manager	$165/hr	$150/hr (blended)
Max Lochrie – Digital Media Manager	$150/hr	$150/hr (blended)
Brooke Hester – Account Coordinator	$135/hr	$150/hr (blended)
Brooke Dailey – Digital Media Coordinator	$125/hr	$150/hr (blended)

A single blended rate gives the City budget certainty and ensures senior strategic counsel is never billed at a premium rate – the City receives Ms. Barrios' and Ms. Moreno's senior-level direction at the same hourly rate as project coordination and digital production work.

Optional Add-Alternate – Implementation & Training Support

Consistent with the RFP's invitation for a separate, optional proposal addressing implementation support, Communications LAB offers the following add-alternate task list, priced separately from the base proposal and using the same $150/hour Blended Team Rate. This add-alternate pricing remains valid for twelve (12) months following award of the base contract and may be authorized by the City in whole, in part, or not at all, at the City's sole discretion.

Optional Task / Deliverable	Est. Hours	Fee
General Communications & Customer Service Staff Training (2 sessions)	16	$2,400
Spokesperson & Media Training for Elected Officials / Exec. Staff (1 day)	16	$2,400
Social Media & Digital Best Practices Training for Staff	12	$1,800
Additional Department-Specific Templates & Toolkits	16	$2,400
Train-the-Trainer Reference Guide & Quarterly Office Hours (12 mo.)	20	$3,000
TOTAL OPTIONAL ADD-ALTERNATE (80 hours)	**80**	**$12,000**

Combined Base Proposal and Optional Add-Alternate fee, if both are authorized at standard hourly rates = $70,500.

11. Our **References**



11. References

Communications LAB has provided the same scope of service being proposed to the City of Artesia – citywide or agencywide strategic communications planning and embedded communications support – to each of the following California public agency clients within the past five years.

Agency	Scope of Service / Dates	Client Contact	Phone	Email / Address
Port of Long Beach	Communitywide Survey & Stakeholder Ascertainments; 2024–Present	Stephanie Montuya-Morisky, Director, Communications & Community Relations	(562) 283-7702	Stephanie.Montuya-Morisky@polb.com
City of Placentia	Communications & Marketing Strategic Plan, Stakeholder Ascertainments; 2023	Nicolette Vialpando, City of Placentia	(714) 993-8107	ndrulias@placentia.org
City of Cypress	Strategic communications & community outreach; 2022–Present	Shannon DeLong, City Manager	(714) 229-6680	adm@cypressca.org
City of Brea/North Orange County Public Safety Collaborative	Strategic Communications, Branding, Digital & Social Media, Video Production; 2020–2024	Soo Kang, Asst. City Manager & Collaborative Executive Director	(714) 671-3610	Sook@cityofbrea.gov
City of Santa Ana, Police Department	Strategic & Crisis Communications, Video Production, Social Media & Digital Marketing; 2021–Present	Officer Jason McFall, SAPD Homeland Security / UASI Division	(949) 274-3722	JMcfall@santa-ana.org

12. Required **Statements**



12. Required Statements

a) Compliance with Federal, State & Local Law

Communications LAB hereby states that, in the performance of this Agreement, it shall adhere to all applicable federal laws and regulations notwithstanding any state or local laws and regulations, and that in the event of any conflict between federal, state, or local laws or regulations, the strictest standard shall be applied.

b) Non-Discrimination

Communications LAB hereby states that it will not discriminate illegally against any employee or applicant for employment on the basis of race, color, religion, sex, national origin, ancestry, physical or mental disability, marital status, or any other classification protected by applicable federal, state, or local law, pursuant to all applicable equal employment opportunity laws and regulations.

c) Labor Code / Prevailing Wage Compliance

Communications LAB hereby states that, to the extent this engagement is determined to constitute a "public works" or "maintenance" project under the California Labor Code, it shall comply with the California Labor Code, including the Federal Labor Standards Provisions, the Federal Prevailing Wage Decision, and the State of California Prevailing Wage Rates, as applicable, and is aware of and will comply with Labor Code Section 1771 et seq. and Section 1725.5/1771.1 registration requirements with the Department of Industrial Relations where triggered.

d) Copeland Anti-Kickback Act

Communications LAB hereby states that it shall comply with the Copeland Anti-Kickback Act (18 U.S.C. §874c) and its implementing regulations (29 C.F.R. Part 3), and any amendments thereto, to the extent applicable to the Services performed under this Agreement.

Insurance & Business License

Communications LAB currently maintains Commercial General Liability ($1M per occurrence / $3M aggregate), Automobile Liability ($1M), Umbrella/Excess Liability ($5M), Workers' Compensation (statutory, $1M Employer's Liability), and Professional Liability/Errors & Omissions ($2M/$4M) coverage, Cyber Security Liability ($2M) and will provide a Certificate of Insurance naming the City of Artesia, its officials, officers, employees, agents, and volunteers as additional insureds within three (3) business days of selection, consistent with Section VI.A of the RFP. Communications LAB will obtain a City of Artesia Business License prior to contract award, consistent with Section VI.B of the RFP.

Litigation & Contract History

Communications LAB attests that it has no pending or past convictions or indictments of the firm or its officers. The firm has had no adjudication or adverse determination at the federal, state, or local level for violation of equal opportunity or employment law, has never been terminated from a public agency contract for convenience or for cause, and has never been disciplined by any government agency or professional association.

13. Acceptance of **Agreement**



13. Acceptance of Agreement

Communications LAB has reviewed the City's standard Professional Services Agreement provided as Attachment 1 to the RFP and is prepared to accept its terms and conditions in full, including the indemnification, insurance, and Documents & Data ownership provisions, subject only to the customary completion of Exhibits "A" (Scope of Services), "B" (Schedule of Services), and "C" (Compensation) consistent with the scope, schedule, and fees set forth in this proposal.

Communications LAB identifies no term of the Agreement that it is unwilling to accept as drafted. We respectfully request the opportunity to coordinate with the City Attorney's office during contract negotiation solely to insert the agreed project-specific details (key personnel names, compensation schedule, and term dates) into the Agreement's bracketed fields.

Submitted on behalf of Communications LAB:



Arianna Barrios, CEO
Barrios & Associates, LLC, dba Communications LAB
June 24, 2026

APPENDIX



Resume: Arianna Barrios



Arianna Barrios
701 E. Chapman Avenue
Orange, CA 92866
949-215-5539 ext. 101
arianna@communicationslab.com

Summary

Exceptional performance in identifying market/business opportunities and creating programs, promotions, and relationships to outpace the competition.

Strong technology experience with team building qualifications. Award-winning video producer, web designer, and public policy consultant.

Elected Office

Rancho Santiago Community College District, Trustee Area 7
Term: 2011-2020

City of Orange
Councilmember, District 1
Term: 2020 - Present

Education

Bachelor of Arts, Communications
Emphasis: Public Relations
Minor: Political Science
California State University, Fullerton

Areas of Expertise

Project Management
Strategic Communications
Media Training
Marketing Communications
Strategic Messaging
Graphic Design and New Media
Website Production
Public Policy
Government Relations

CEO, Communications LAB

Orange, CA
2013-Present

- Small business owner / operator overseeing a team of highly skilled communications and government affairs professionals.
- Specializing in public works, infrastructure and transportation projects
- Develop community outreach strategies and public participation opportunities for public comment during CEQA/NEPA processes.
- Provide strategic consultation and award-winning services to clients across the Southern California region.
- Clients Under Management (partial list): Orange County Transportation Authority, Transportation Corridor Agency, East Orange County Water District, Orange Unified School District, William Lyon Homes, LA Metro, Southern California Edison, City of Anaheim, Lumitron Technologies, OC Tax, OC Forum, South Orange County Economic Coalition, Cigna Health Care, Orange County Council of Governments (OCCOG), Santa Margarita Water District, San Bernardino County Transportation Authority.

Marketing & Communications Consultant, Barrios & Associates

Orange, CA
2008-13

- Consulting and advising candidates, elected officials, and municipalities on public policy, community outreach, and voter communications
- Developing and implementing social media networks, including Blog, Facebook, and Twitter for community and voter outreach
- Developed successful online tactical plans and social media networks for several Orange County businesses and public figures including OC Supervisor Todd Spitzer; Orange Mayor Cavecche;
- Partnered on development and implementation of major theme park's media events, and partners for national premiere
- Development of online, interactive promotions and Fortune 500 corporate outreach strategies

Marketing Director, Taylor Woodrow Homes / Taylor Morrison

Irvine, CA
2005-2008

- Developed partnership with the Disneyland Resort for the Innoventions Dream Home Project and managed project from construction to launch.
- Proactively developed viable marketing, public relations, and business strategies to increase product awareness.
- Successfully opened new markets and implemented company's online Internet podcasting, penetrating a larger and more diversified customer base, and reducing advertising costs by 20%.
- Managed internal and external communications, and identifed media opportunities for senior management

Resume: Diana Moreno



Diana Moreno
701 E. Chapman Avenue
Orange, CA 92866
949-215-5539 ext. 120
diana@communicationslab.com

Summary

Creative and dynamic professional with experience in media/public relations. Proven track record of managing demanding media relations efforts and implementing media strategies across traditional and digital platforms in various languages. Expert proficiency in Spanish, Microsoft Office, Constant Contact, social media strategies, media buying and event planning.

Education

Bachelor of Arts, Political Science
Summa Cum Laude
California State University, Fullerton

Areas of Expertise

Project Management
Strategic Communications and Collaboration
Government Affairs
Community Outreach
Public Affairs & Policy

Certifications

Superior Court of California Leadership Academy (2012)

Orange County Leadership Academy (2013)

Outreach Projects

OCSan
Construction Communications Assessment
Community Outreach & Survey Intercepts
2022

OCTA
OC Streetcar
Community Outreach & Survey Intercepts
2025

City of Cypress
Voter Education & Outreach
Community Outreach, Communications & Survey Intercepts
2022

Director, Public Affairs

Communications LAB
Orange, CA
2019-Present

- Delivers effective account management services to diverse clients, including: City of Cypress and County of Orange.
- Specializes in public outreach, media strategies, communications ascertainments, project management, event planning and political campaigns.

District Director, California State Senate

Sacramento, CA
2014-19

- Improved Senator's visibility by developing/executing press strategies that articulated Senator's district and legislative priorities to the public; corresponded with local and national media in English, Spanish and Vietnamese, arranged for media coverage of events and press conferences.
- Drafted press releases, op-eds, speeches, correspondence, newsletters and outreach materials, often produced in rapid response to breaking news.
- Produced and updated content on web page, Facebook, Twitter and Constant Contact accounts.
- Conducted legislative research, monitored statewide/local issues impacting 34th district, provided policy consultations on key legislative and district issues, organized community events, recruited, trained and managed volunteers, represented member on community task forces and public events, served as a constituent liaison with state agencies.

Policy Advisor, District Representative & Legislative Aide,

County of Orange
Sacramento, CA
2011-2019

- Co-Managed media communications
- Planned district-wide community events to provide underserved communities with information and direct services. -Provided recommendations on County budget, operations, programs and proposed departmental actions, and action items for special districts and county organized health systems.
- Coordinated services with local municipalities and other regional governmental entities on County/public sector issues.

Resume: Brooke Hester



Brooke Hester
701 E Chapman Avenue
Orange, CA 92866
949-606-3065
brooke@communicationslab.com

Summary

Brooke is a dedicated professional with a strong foundation in communications and public relations. She excels in managing social media platforms, crafting compelling copy, and facilitating public outreach initiatives. Her meticulous approach to client relations and strategic communication highlights her passion for amplifying client voices and driving successful public affairs campaigns.

Education

Associates Degree, Communications
Bachelor of Arts, Communications & PR
Certificate, Digital Communications

Areas of Expertise

Social Media Management
Strategic Communication
Community Outreach
Public Affairs
Event Management

Program Proficiency

Leadership
Event Management
Community Engagement
Public Outreach
Short and long-form copy
Time Management
Efficient Communications
Microsoft Office
Canva
Mailchimp
Asana

Public Affairs Executive

Communications LAB, Orange, CA
April 2024-Present

- Provide comprehensive account management support for multiple clients with a focus on government agencies.
- Perform project-specific research to support public outreach and event planning.
- Implements client-specific strategic planning and communication goals.
- Develop and execute social media, email communication and newsletter campaigns to engage client audiences.

Public Affairs/Social Media Intern

Communications LAB, Orange, CA
August 2023-December 2023

- Coordinated event logistics and communication, ensuring successful outcomes and positive attendee experiences.
- Crafted visually appealing social media graphics with engaging copy, driving increased traffic and engagement.
- Created event newsletters that significantly increased ticket sales.

Podcast Host & Producer

Straight Up, On the Rocks
2020-2020

- Conceptualized and produced weekly podcast episodes covering a range of topics resulting in increased listenership and engagement.
- Developed a social media strategy to promote the podcast resulting in a 40% increase in followers and a 30% increase in engagement.

Freelance Social Media Manager

Il Sole Nuova Cucina, Rancho Santa Margarita, CA
2020-2022

- Created promotional marketing deliverables for special events, resulting in increased attendance.
- Consistently posted on social media platforms, successfully engaging and growing the audience.
- Developed and maintained a cohesive brand identity across all marketing materials.

Resume: Max Lochrie



Max Lochrie
701 E. Chapman Avenue
Orange, CA 92866
949-215-5539
max@communicationslab.com

Summary

UCLA Alumni with a Bachelor of Arts degree from the Music History and Industry program which has equipped Max with the skills to execute a wide variety of creative positions with the utmost proficiency. Max's objective is to provide efficient creative insight to client website projects applying his technical skills to the delivery of strong, brand cohesive websites.

Education

Bachelor of Arts, 2023
Music Industry & History
UCLA

Associate of Arts, 2021
Jazz Performance
Los Angeles City College

Areas of Expertise

Logic Pro X
Ableton Live
Pro Tools
Adobe Creative Suite
Adobe Premiere
Wix Design Studio Web Platform
6+ Years of Jazz Guitar
4+ Years of Classical Guitar

Awards & Service Record

Herb Alpert Scholarship UCLA 2021
Marrion Suovanen Classical Guitar Award LACC 2019
BSA Eagle Scout Award - 2017

Web Developer
Communications LAB

Orange, CA
January 2023 - Present

- Currently working as a website developer and designer for top tier makreting & outreach firm
- Responsible for designing and launching several websites including SaveOCHorses.Com, NOCpublicsafety.com, and OCHopecenter.org.
- Provides client guidance on technical and stylistic web interfaces with quick and efficient project turnaround times,
- Strong programming and design principals.

Audio Engineer
Playground Studios

January 2024 – Present

- Audio engineer and studio assistant for Grammy-award nominated producer, Jeff Gitty.
- Assisted on sessions with variety of recording artists including Syd the Kid, Babyface, The Monsters & Strangerz, Theron Thomas
- Duties include setting up the studio for live performances, quantizing audio, tracking vocals, managing the patch bay and outboard gear, and interfacing with artists, songwriters, and producers.

Assistant to General Manager
The Lodge Room

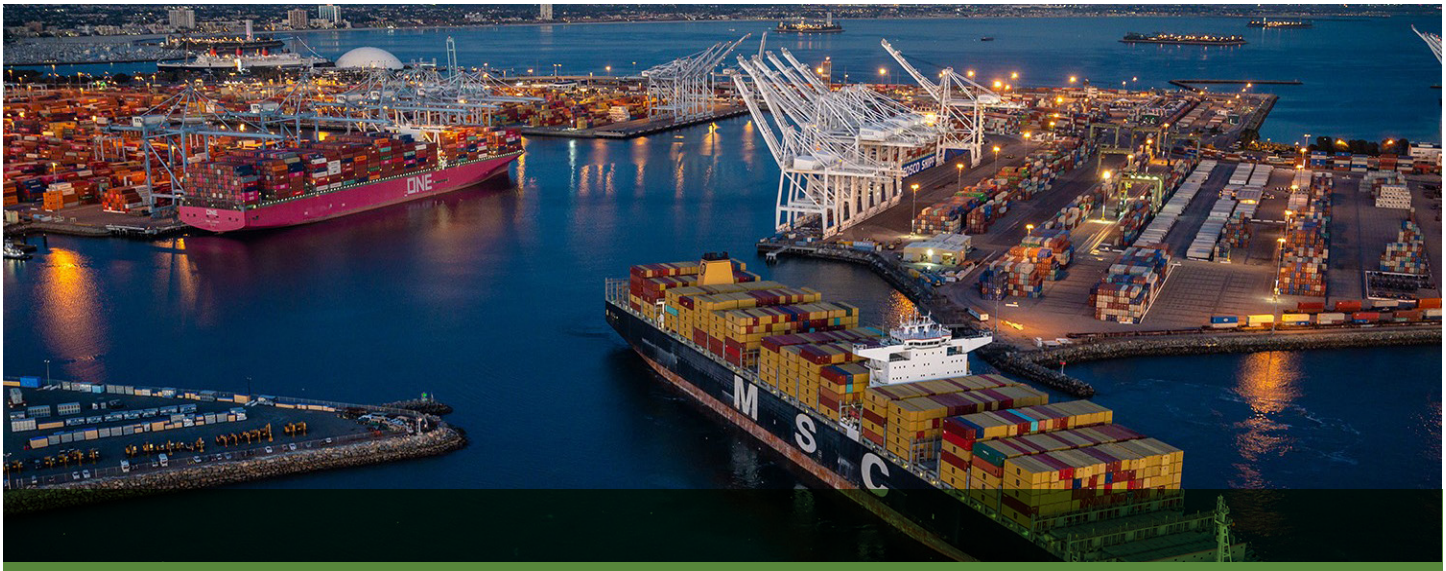
2022 - 2023

- Assist the General Manager in the preparation and oversight of the 500-person capacity venue located in Highland Park Los Angeles
- Assist in a wide variety of venue technical operations including sound and lighting set up, general production, security and ticketing check-ing, conducting research and writing band briefs.
- Manage VIP hospitality, set-up green rooms for artists and special guests.

Music Studio Consultant
UCLA Res Life

2022 - 2023

- Assisted in day-to-day studio operations, including setting up workstations, sourcing equipment, providing guidance to students interested in recording at the University facilities.
- Coordinated and planned events such as the Res Life concerts on the Hill series, and DAW workshops.
- Coordinated logistics such as scheduling, tech troubleshooting, and front desk work.



COMMUNITY SURVEYS & STAKEHOLDER ASCERTAINMENTS

CONTACT: Eleanor Torres, Managing Director, Strategic Advocacy | Port of Long Beach
PH: 562-756-8383 | EM: eleanor.torres@polb.com

Port of LONG BEACH

In 2024, the Port of Long Beach (POLB) Office of Strategic Advocacy engaged Communications LAB and its research partner to develop and deliver a communitywide survey to assess several key metrics of local sentiment regarding the Port as a neighbor, job center, and community partner. A scientifically valid survey had not been done in over a decade and, at the request of the Executive Team, a new instrument was ordered. This was part of a larger initiative to ensure the POLB Communications team was developing strategically holistic outreach programs that met customers and the community where they were at. In addition, because it had been some time since a previous survey had been completed, there was an genuine lack of base metrics by which to measure future projects and ongoing communications programs.

Among the multi-phased project tasks were:

- Review of previous survey findings
- Development of Communitywide Survey (30 Questions)
- Qualitative & Quantitative Research (500+ Participants +/-4.4%)
- Key Stakeholder Ascertainments (18)
- Community Intercept Surveys (52)

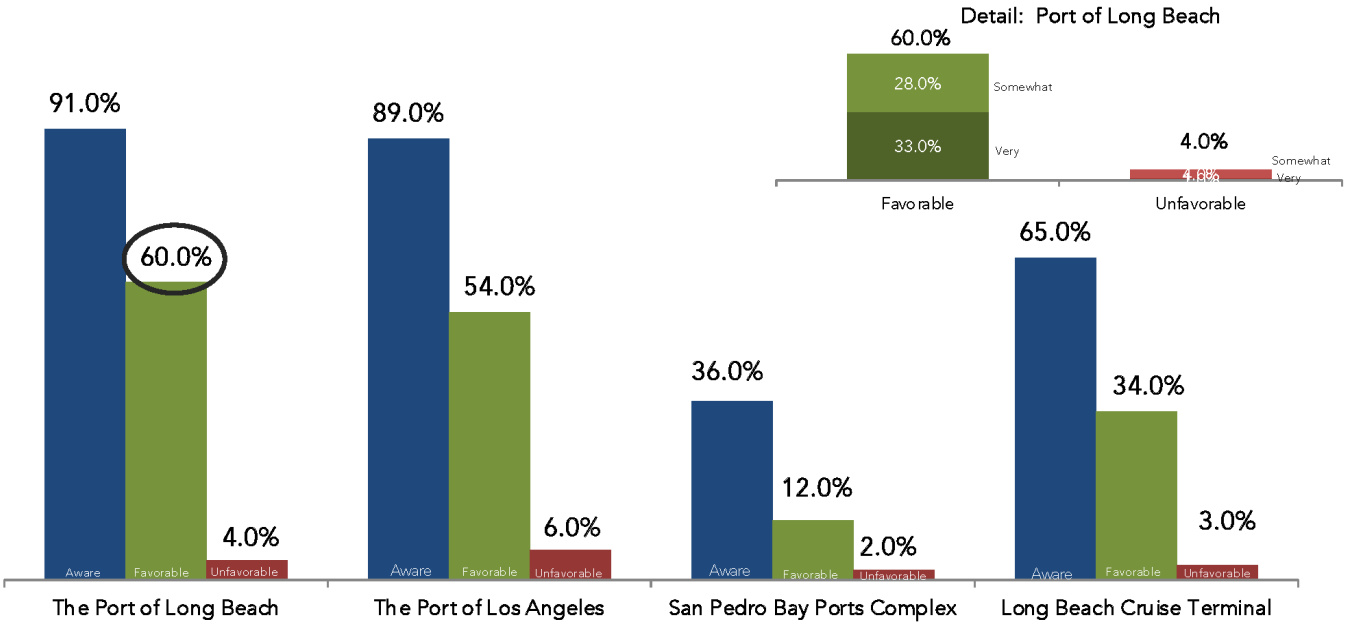
The survey instrument included 30 questions that ranged from basic sentiment about the Port, message testing/understanding, and message delivery preferences. The team interviewed 500+ respondents via live, professional interviewers and community intercept surveyors. Live interviews were conducted by calling both mobile and landlines. A survey of this size yields a margin of error of +/-4.4% (95% confidence interval). The sample was stratified, meaning that the demographic proportions of respondents accurately reflects the demographic composition of the City of Long Beach and was balanced across counncil districts throughout the City.

The findings were delightfully surprising. Based on the survey results, the Port of Long Beach enjoys the greatest favorable regard against all like local organizations we tested. Overall, the local community had an 87% favorable opinion of the organization. Using this starting metric, the Port is building on this goodwill and focused on delivering communications and community outreach programs in the methods and manner its local community reported worked best for them.

Port of Long Beach

Enjoys the greatest favorable regard of organizations we tested

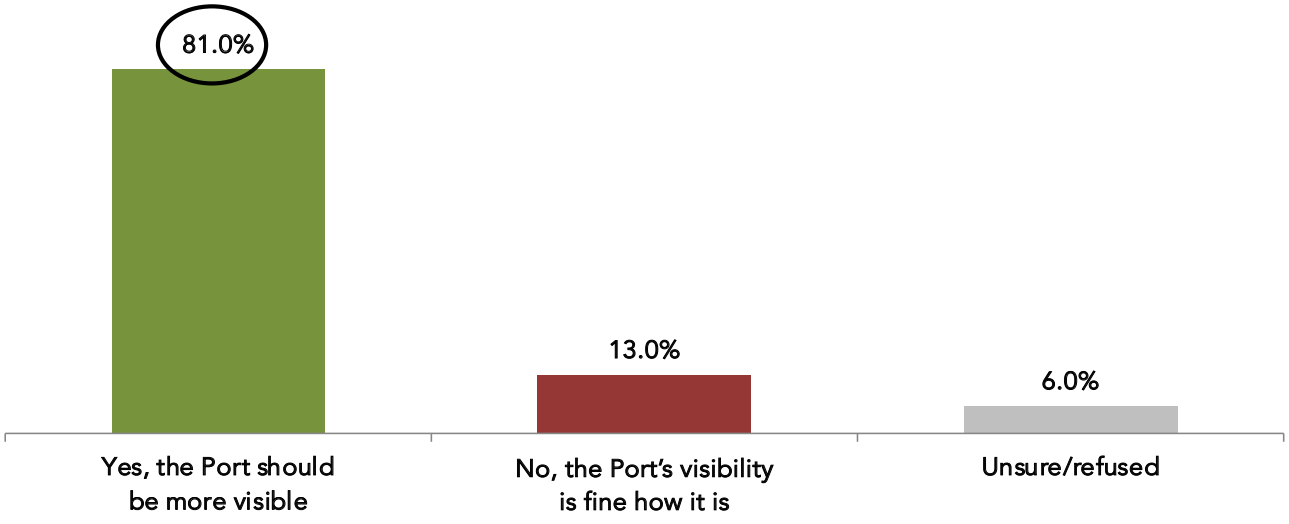
Question: Now I have a list of names of several organizations that I am going to read. For each name, please tell me if you have heard of them and if you have a favorable or unfavorable opinion of them. If you have no opinion or have never heard of them, just say so.



Over eight-in-ten (81.0%)

Feel the Port of Long Beach should be more visible in the community

Question: Do you feel that Port of Long Beach should be more visible throughout the community, such as inviting the public to tour facilities, communicating more with residents and holding more outreach events to educate the public about environmental conservation and other Port Initiatives?





CITY OF PLACENTIA
Strategic Communications Plan

STRATEGIC COMMUNICATIONS, AUDITS & COMMUNICATIONS PLANS

Nicolette Drulias, Communications & Marketing Manager, City of Placentia
PH: 714-993-8107 • EM: ndrulias@placentia.org

In 2023, Communications LAB was engaged by the City of Placentia to undertake a strategic review of the City's communications strategies and activities with an eye to creating a new strategic communications plan that incorporated modern best practices, met stakeholders right where they were at, and enabled their small, in-house team to manage these efforts with maximum efficiency.

To meet these objectives, Communications LAB approached the project in three, distinct phases under the direction of Project Manager, Diana Moreno were executed.

Phase 1 – Research & Ascertainments included undertaking a thorough Communications Audit that explored all of the City's exisiting communications channels, and assessing their effectiveness, frequency and appropriateness of content. The team looked for inconsistencies in brand identity, use of voice, and dormant channels that could be removed. In addition, this phase included an informal community survey that allowed residents to provide feedback on their communications preferences. This was coupled with more than 20 stakeholder ascertainments from across the spectrum including city staff, elected leaders, businessowners, and residents. These in-person conversations added context to the survey and communications audit.

Phase 2 – Social & Digital Strategy was similar to Phase 1 but focused solely on the City's social and digital channels. Following a basic channel assessment of the platforms being utilized by staff, it was revealed that several departments were running shadow channels to communicate their departmental priorities and outside the known city channels. With assistance from our team, the City shuttered these channels and we began assisting the internal communications team in building the tools and templates they would need to efficiently move forward and follow all the recommended best practices.

Phase 3 – Plan Delivery brought all the components together in the form of a strategic communications plan that the City uses today. This plan incorporates a clear chain of command of how and who leads communications in the City under the direction of the City Manager. It outlines where Placentia is going, how those messages are voiced, and the tools used to implement these strategies such as editorial calendars, brand guidelines, and best practices for each channel.

Key Accomplishments.
With the delivery of research and an extensive communications Audit, Communications LAB was able to build a comprehensive Strategic Communications Plan for the City. The final plan was a collobrative effort that was approved by the City Council for implementation and tcitywide training sessions that Communications LAB facilitated.

Social Platforms

Citywide Social Media Accounts

Instagram is used to *visually* inform your audience about the latest news, events and partnerships.
- ***Primary* Audience:** 35 to 44 year olds, more female
- **Ideal** for *connecting with your community* and *like-minded partners* through stories, feed, DM's and comments.

POST FREQUENCY
1 POST *A DAY*
3 - 7 POSTS *A WEEK*

Facebook is used to market content (earned/paid) and form connections with your audience.
- ***Primary* Audience:** 35 to 44 year olds, more female
- **Ideal** for creating *meaningful connections* with audience, *word-of-mouth marketing*, and *target audience effectively*.

POST FREQUENCY
1 - 2 POSTS *A DAY*
3 - 7 POSTS *A WEEK*

Police Department

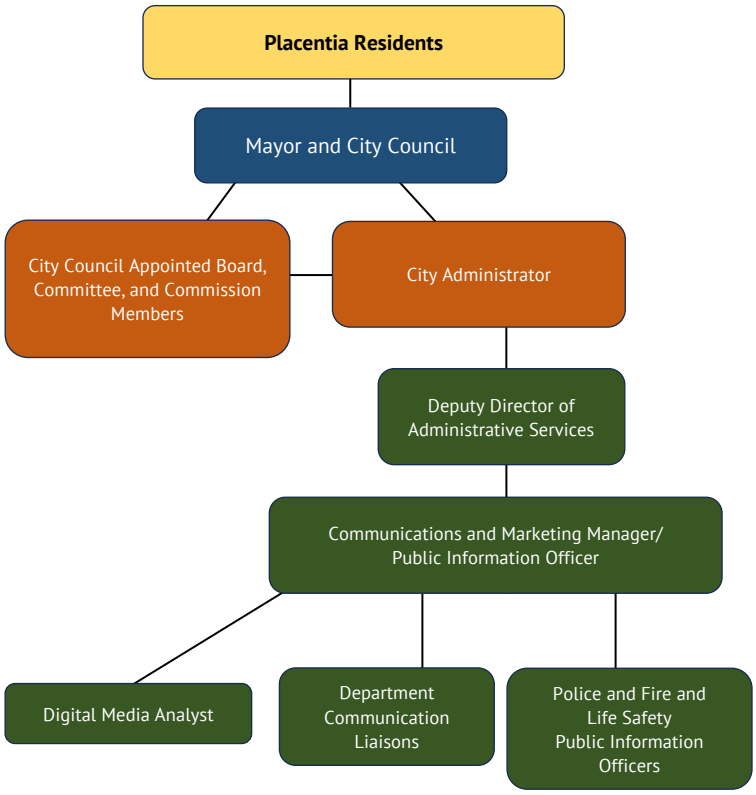
Instagram is used to *visually* inform your audience about the latest news, events and partnerships.
- 49.3% Women | 50.7 % Men
- ***Primary* Audience:** 25 to 54 year olds, more male
- **Ideal** for *connecting with your community* and *like-minded partners* through stories, feed, DM's and comments.

POST FREQUENCY
1 POST *A DAY*
3 - 7 POSTS *A WEEK*

Facebook is used to market content (earned/paid) and form connections with your audience.
- 66.5% Women | 33.5% Men
- ***Primary Audience: 35 to 54 year olds, more female***
- **Ideal** for creating *meaningful connections* with audience, *word-of-mouth marketing*, and *target audience effectively*.

POST FREQUENCY
1 - 2 POSTS *A DAY*
3 - 7 POSTS *A WEEK*

Communications Roles and Responsibilities Overview



Communications Audit Overview

Internal and External Collateral Materials

Social Media Channels

Websi



What Do Internal Stakeholders Think?

66 Internal Surveys

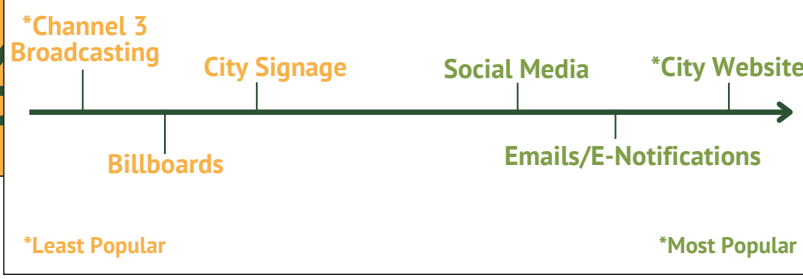
17 Internal Interviews

39.43% Informing residents upcoming communi and activities.

Encouraging public participation in local government.

0%

Methods of Communication





CUSTOMER JOURNEY MAPPING & PERSONA DEVELOPMENT

CONTACT: Robert Heavrin, Director, Customer Experience | LA Metro
PH: 213-418-3238 | EM: heavrinr@metro.net

In late 2023, Los Angeles Metropolitan Transportation Authority's (Metro) Customer Experience (CX) department engaged Communications LAB and J Wallin Opinion Research to develop customer personas and journey maps that will be used to inform the Authority's Customer Experience plan and create a roadmap to improve their customers' experience. Currently in it's final stages, the Communications LAB team has worked with the Metro Customer Experience team and several other Metro departments to document customer journeys and create a robust understanding of their current customers, their needs and pain points when riding Metro.

Based on the findings, the team is tasked with formulating recommendations to improve the customer experience and recommend metrics to measure performance and customer satisfaction. The research and implementation plan is expected to address Metro and the County's diverse population and needs.

Among the multi-phased project tasks were:

- Meta-Analysis - Comprehensive Review of Past Internal & Expernal Research
- Report on Mobile Ticketing & Apps
- Qualitative & Quantitative Research (8500+ Participants)
- Focus Groups (18)
- In-Person Walk-Along Interviews (52)

Over the course of nine months, the team collobrated to create a region-wide survey instrument that, to date, has garnered more than 4000 responses from every important segment of Metro's ridership pool. In addition, the team conducted more than 50 in-person, Walk-Along Interviews with Metro Riders, following them along their typical trips from end-to-end and throughout the Los Angeles Area. These interviews included Seniors, High School Students, Shift Workers, 9-to-5 Commuters, Potential First Time riders, Spanish Dominant Individuals and Women traveling with children to paint a holistic and robust picture of Metro's ridership. The same persona profiles were recruited to particpate at in-person and virtual focus groups. To test the efficacy of Metro's online trip planning tools and potential mobile app development, the team was also asked to conduct a series of online IDI surveys. All of the above elements were video or audio taped, transcribed and will be presented to the Metro Board of Directors and CEO later this year (2024).



COMMUNITY OUTREACH EVENTS & STRATEGIC COMMUNICATIONS

CONTACT: Peter Grant, City Manager - City of Cypress
PH: 714-229-6700 | EM: pgrant@cypressca.org

Since 2022, Communications LAB has provided strategic communications support to the City of Cypress. Effectively serving as the City's public information arm, our team develops and implements communications and marketing efforts to highlight city news, services, programs, and special events (Spring Egg Hunt, Summerfest, Concerts on the Green, Salute to America, Cypress Run, State of the City, Women's Conference, Holiday Sing and more).

We have introduced several enhancements to improve the quality and reach of the City's communications, including the creation of a brand guide, adoption of a social media strategy, improved video production and streamlining the production of the City's newsletter. Working in conjunction with the City Manager and various City Departments, our team helps increase transparency by ensuring that the City's website and mobile app are up to date. In addition, we draft talking points, speeches, press releases, and proactively monitor news sites to stay on top of important topics that may affect the City of Cypress. Our team has also executed citywide outreach campaigns to educate residents on the California Voting Rights Act and the 2022 Election.

As the City's digital storyteller, our team creates daily social media content (Facebook, Instagram, Twitter and YouTube) promoting programs, resources, services and events. We also produce bi-weekly "Minute with the Mayor" video segments, a bi-weekly email newsletter, monitor social channels, respond to resident inquiries, and bring issues that need to be addressed to the attention of City staff. On a quarterly basis, City leadership receives reports on social media reach, engagement, and growth. By providing this broad range of communications support, we aim to keep the residents of Cypress informed and engaged.

SERVICES PROVIDED

- Government Relations Special Projects
- Project Management & Administration
- Public Meetings
- Outreach Plans
- Stakeholder Relations
- Print & Distribution of Publications

STAFF ASSIGNED

- Diana Moreno, PM
- Brooke Hester, Asst. PM
- Victoria Torres, Digital
- Arianna Barrios, Crisis Comms
- Brian Lochrie, Video Production
- Jose Vazquez, Video Production

Key Accomplishments.
A brand guide and social media strategy have been adopted by the City of Cypress to enhance communications. As part of our services, the City has access to an award-winning video production and graphic design team that has created more visually appealing content.

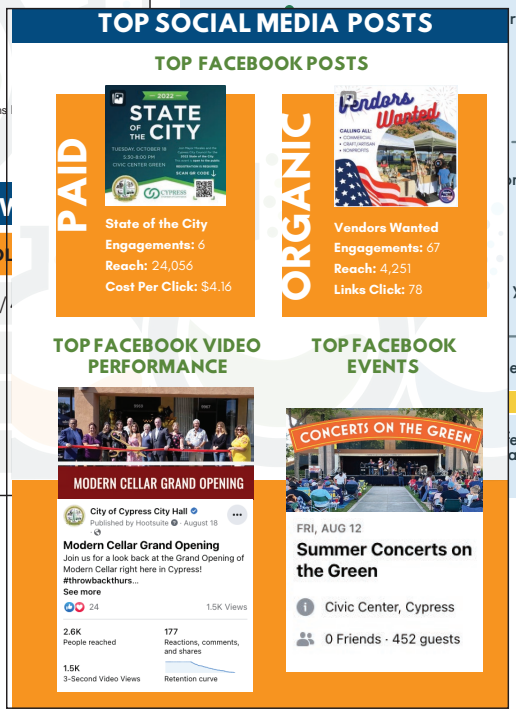
SERVICES PROVIDED

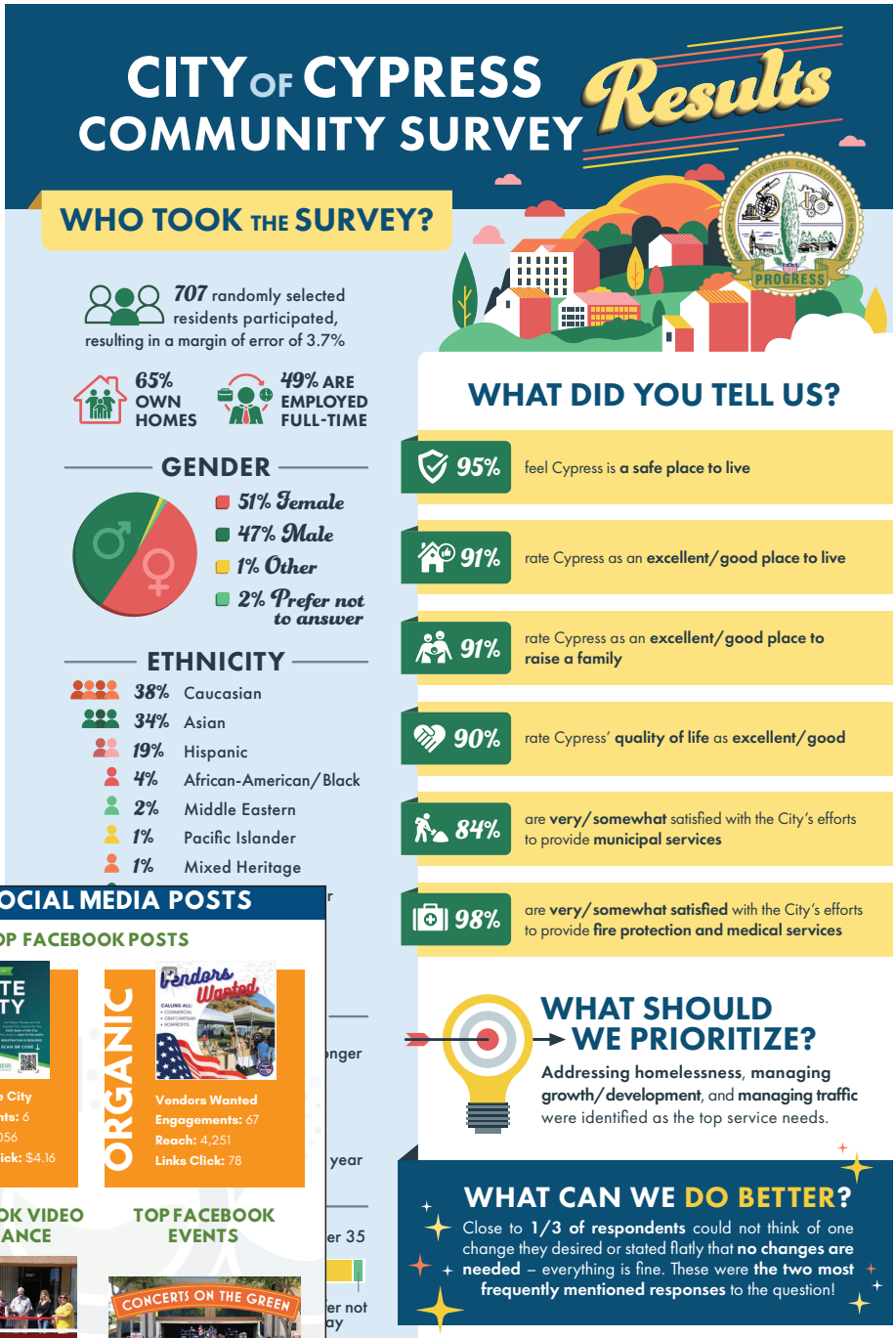
- Resident Outreach
- Social Media Management
- Newsletter Production
- Email Outreach
- Video Production
- Event Marketing
- Media Relations
- Graphic Design
- Website Management
- Mobile App Management
- Crisis Communications

STAFF ASSIGNED

- Diana Moreno, PM
- Taylor Deitz, Asst. PM
- Kelsey Eiben, Digital
- Amanda McGuire, Social
- Arianna Barrios, Crisis Comms
- Brian Lochrie, Video Producer
- Jose Vazquez, Social & Web Video







SUPPLIER CLEARINGHOUSE
CERTIFICATE OF ELIGIBILITY

CERTIFICATION EXPIRATION DATE: **February 11, 2028**

The Supplier Clearinghouse for the Utility Supplier Diversity Program of the California Public Utilities Commission hereby certifies that it has audited and verified the eligibility of:

Barrios and Associates, LLC

Minority Business Enterprise (MBE)

pursuant to Commission General Order 156, and the terms and conditions stipulated in the Verification Application Package. This Certificate shall be valid only with the Clearinghouse seal affixed hereto.

Eligibility must be maintained at all times and renewed within 30 days of any changes in ownership or control. Failure to comply may result in a denial of eligibility. The Clearinghouse may reconsider certification if it is determined that such status was obtained by false, misleading or incorrect information. Decertification may occur if any verification criterion under which eligibility was awarded later becomes invalid due to Commission ruling. The Clearinghouse may request additional information or conduct on-site visits during the term of verification to verify eligibility.

This certification is valid only for the period that the above firm remains eligible as determined by the Clearinghouse. Utility companies may direct inquiries concerning this Certificate to the Clearinghouse at (800) 359-7998.

VON: 13050174 ***DETERMINATION DATE: February 11, 2025***

WBENC
WOMEN'S BUSINESS ENTERPRISE NATIONAL COUNCIL
JOIN FORCES. SUCCEED TOGETHER.

hereby grants

National Women's Business Enterprise Certification

to

Barrios and Associates, LLC DBA Communications LAB

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).
This certification affirms the business is woman-owned, operated and controlled and is valid through the date herein.

Certification Granted: March 31, 2017
Expiration Date: March 31, 2027
WBENC National Certification Number: WBE1700580

WBENC National WBE Certification was processed and validated by Women's Business Enterprise Council - West, a WBENC Regional Partner Organization.

Pamela Williamson, Ph.D

Authorized by Pamela Williamson, President & CEO Women's Business Enterprise Council - West

WBECWEST
WOMEN'S BUSINESS ENTERPRISE COUNCIL
JOIN FORCES. SUCCEED TOGETHER.

NAICS: 541820, 512110, 541430, 541511, 541613, 541810, 541860, 541910, 541930, 561410, 711510, 813940
UNSPSC: 80141501, 80141505, 80141602, 80141606, 80141612, 80141614, 80170000, 80171503, 80171600, 80171603, 80171604, 82100000, 82101500, 82101801, 82140000, 92101503

Center for Women & Enterprise · Great Lakes Women's Business Council · Greater Women's Business Council · Women's Business Council Southwest · WBECMETRONY · WBECGREATERDMV · WBEA · WBECEAST · WBECORV · WBECPACIFIC · WBDC · WBECSOUTH · WBECFLORIDA

Los Angeles County
Metropolitan Transportation Authority

One Gateway Plaza
Los Angeles, CA 90012-2952

213.922.2000 Tel
metro.net

Metro

February 20, 2024 **Metro File #6346**

Ms Arianna Barrios
Barrios & Associates, LLC DBA Communications LAB
701 E. Chapman Avenue
ORANGE, CA 92866

Subject: Small Business Enterprise Certification

Dear Ms Arianna Barrios:

We are pleased to advise you that after careful review of your application and supporting documentation, the Los Angeles County Metropolitan Transportation Authority (Metro) has determined that your firm meets the eligibility standards to be certified as a Small Business Enterprise (SBE) as required under Metro's SBE Program. Your firm will be listed in Metro's SBE database of certified SBEs under the following specific areas of expertise:

NAICS 541430: GRAPHIC DESIGN SERVICES
NAICS 541613: MARKETING CONSULTING SERVICES
NAICS 541820: PUBLIC RELATIONS AGENCIES
NAICS 541860: DIRECT MAIL ADVERTISING
NAICS 541910: MARKETING RESEARCH AND PUBLIC OPINION POLLING

Your SBE certification is valid for five years from the date of this letter and applies only for the above NAICS code(s). Any additions and revisions must be submitted to Metro for review and approval.

In order to ensure your continuing SBE status, you are required to submit an annual update along with supporting documentation. If no changes are noted, then your SBE status remains current. If there are changes, Metro will review to determine continued SBE eligibility. Please note, your SBE status remains in effect unless Metro notifies you otherwise.

After the five-year certification period, your entire file will be reviewed in order to ascertain continued SBE certification status. You will be notified of the pending SBE status review and any documentation updates necessary prior to the expiration date.

Also, should any changes occur that could affect your certification status prior to receipt of the annual update application, such as changes in your firm's name, business/mailing address, ownership, management or control, or failure to meet the applicable business size standards or personal net worth standard, please notify Metro immediately.

Metro reserves the right to withdraw this certification if at any time it is determined that it was knowingly obtained by false, misleading, or incorrect information. Your SBE certification is subject to review at any time. The firm thereby consents to the examination of its books, records, and documents by Metro.

Congratulations, and thank you for your interest in Metro's SBE Program. Should you have any questions, please contact us at (213) 922-2600. For information on Metro contracting opportunities, please visit our website at www.metro.net/connect.

Sincerely,



Ramon Ortiz
Director, Certification & Economic Development

Los Angeles County
Metropolitan Transportation Authority
One Gateway Plaza
Los Angeles, CA 90012-2952
213.922.2000 Tel
metro.net

Metro

UNIFIED CERTIFICATION

CALIFORNIA UNIFIED CERTIFICATION PROGRAM

February 20, 2024

CUCP# 41694
Metro File #6346

Ms Arianna Barrios
Barrios & Associates, LLC DBA Communications LAB
701 E. Chapman Avenue
ORANGE, CA 92866

Subject: Disadvantaged Business Enterprise Certification

Dear Ms Arianna Barrios:

We are pleased to advise you that after careful review of your application and supporting documentation, the Los Angeles County Metropolitan Transportation Authority (Metro) has determined that your firm meets the eligibility standards to be certified as a Disadvantaged Business Enterprise (DBE) as required under the U.S. Department of Transportation (U.S. DOT) Regulation 49 CFR Part 26, as amended. This certification will be recognized by all of the U.S. DOT recipients in California. Your firm will be listed in the California Unified Certification Program (CUCP) database of certified DBEs under the following specific area(s) of expertise that you have identified on the NAICS codes form of the application package:

NAICS 541430: GRAPHIC DESIGN SERVICES
NAICS 541613: MARKETING CONSULTING SERVICES
NAICS 541820: PUBLIC RELATIONS AGENCIES
NAICS 541860: DIRECT MAIL ADVERTISING
NAICS 541910: MARKETING RESEARCH AND PUBLIC OPINION POLLING

Your DBE certification applies only for the above code(s). You may review your firms information in the CUCP DBE database which can be accessed at the CUCP website at https://californiaucp.dbesystem.com. Any additions and revisions must be submitted to Metro for review and approval.

In order to ensure your continuing DBE status, you are required to submit an annual update along with supporting documentation. If no changes are noted, then your DBE status remains current. If there are changes, Metro will review to determine continued DBE eligibility. Please note, your DBE status remains in effect unless Metro notifies you otherwise.

Also, should any changes occur that could affect your certification status prior to receipt of the annual update, such as changes in your firm's name, business/mailing address, ownership, management or control, or failure to meet the applicable business size standards or personal net worth standard, please notify Metro immediately. Failure to submit forms and/or change of information will be deemed a failure to cooperate under Section 26.109 of the Regulations.

Metro reserves the right to withdraw this certification if at any time it is determined that it was knowingly obtained by false, misleading, or incorrect information. Your DBE certification is subject to review at any time. The firm thereby consents to the examination of its books, records and documents by Metro.

Congratulations, and thank you for your interest in the DBE program. Should you have any questions, please contact us at (213) 922-2600. For information on Metro contracting opportunities, please visit our website at www.metro.net/connect.

Sincerely,

Form **W-9**
(Rev. December 2011)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type
See **Specific Instructions** on page 2.

Name (as shown on your income tax return)
Barrios and Associates, LLC

Business name/disregarded entity name, if different from above
Communications LAB

Check appropriate box for federal tax classification:
☐ Individual/sole proprietor ☐ C Corporation ☑ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶

☐ Exempt payee

☐ Other (see instructions) ▶

Address (number, street, and apt. or suite no.)
701 E Chapman Avenue

Requester's name and address (optional)

City, state, and ZIP code
Orange, CA 92866

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

			–		–				

Employer identification number

4	6	–	2	0	3	0	0	0	8

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here **Signature of U.S. person ▶**  **Date ▶** Jan. 3, 2026

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

COMMUNICATIONS LAB

REQUEST FOR PROPOSAL

CITYWIDE STRATEGIC COMMUNICATIONS PLAN

RFP SUPPLEMENTAL INFORMATION

BEST & FINAL OFFER (BAFO)

Prepared for:

City of Artesia

18747 Clarkdale Avenue, Artesia, CA 90701

Submitted: July 24, 2026

Submitted by: Communications LAB (dba of Barrios & Associates, LLC)

701 E. Chapman Avenue
Orange, CA 92866

P: 949-215-5539 ext. 101
C: 714-878-4864

arianna@communicationslab.com
www.CommunicationsLAB.com

BEST AND FINAL OFFER – Supplemental Cost Proposal

Communications LAB is grateful for the opportunity to provide the City of Artesia with a revised cost proposal to meet previously unknown budget parameters. To meet those parameters, our firm is pleased to provide this BEST AND FINAL OFFER (BAFO) cost proposal for the City's consideration.

When it was initially prepared, our original Cost Proposal was based on similar scopes of work our firm has provided for several larger cities. We therefore feel comfortable with reducing the total number of hours necessary to complete this project based on Artesia's actual needs, relative size, and our conversation with the city staff.

With that new information, this revised Cost Proposal does two things: reduces the overall price and maintains all previously proposed services.

As shown below, the BAFO continues to be an all-inclusive not-to-exceed fee for the base scope of the Citywide Strategic Communications Plan, calculated against a blended team rate of $150 per hour. This fee includes all direct and indirect costs, project management, and standard out-of-pocket expenses (mileage, printing of review drafts, and routine software).

In addition, as we proposed in the original submission and during our interview, our Cost Proposal INCLUDES all the optional add-on tasks the City requested be shown separately. However, these tasks are all part of our base project offering and therefore included. Best of all, the project timeline of 4-6 months is not impacted by this revised pricing.

Base Proposal – Task & Hours Breakdown

Task / Deliverable	Est. Hours	Revised	Fee	Revised
Project Management, Kickoff & Team Meetings	~~48~~	**40**	~~$7,200~~	**$6,000**
Communications Audit (channels, materials, media coverage, brand)	~~40~~	**35**	~~$6,000~~	**$5,250**
Staff & Stakeholder Ascertainments (up to 20 interviews)	~~36~~	**30**	~~$5,400~~	**$4,500**
Community & Business Engagement Survey	~~28~~	**24**	~~$4,200~~	**$3,600**
ADA Title II Web Accessibility Compliance Review	~~20~~	**14**	~~$3,000~~	**$2,100**
Audience Profiles & Translation / Outreach Strategy	~~18~~	**14**	~~$2,700~~	**$2,100**
Strategic Communications Plan Drafting	~~50~~	**40**	~~$7,500~~	**$6,000**
Engagement Standards, Style Guide & Social Media Templates	36	**36**	~~$5,400~~	**$5,400**
Social Media Strategy & Best Practices	~~28~~	**24**	~~$4,200~~	**$3,600**
Crisis Communications Plan & Templates	~~24~~	**22**	~~$3,600~~	**$3,300**
Internal Communications Strategy (Intranet / Teams)	~~16~~	**14**	~~$2,400~~	**$2,100**
Media & Spokesperson Training Recommendations	~~12~~	**8**	~~$1,800~~	**$1,200**
KPI / Metrics Reporting Templates & Tools	~~12~~	**8**	~~$1,800~~	**$1,200**
Draft Review, Revisions & Final Plan Presentation(s)	~~22~~	**20**	~~$3,300~~	**$3,000**
TOTAL BASE PROPOSAL FEE (390 hours)	~~**390**~~	**329**	~~**$58,500**~~	**$49,350**

This not-to-exceed fee may also be invoiced as a flat monthly retainer of $8,225 (55 hours) over a six-month engagement, at the City's preference, consistent with the structure Communications LAB has used successfully on comparable municipal engagements.

Optional Tasks – Implementation & Training Support

As previously stated, these additional tasks and hours, are part of our base offering and will not incur the City any additional fees.

Optional Task / Deliverable	Est. Hours	Fee
General Communications & Customer Service Staff Training (2 sessions)	8	$0
Spokesperson & Media Training for Elected Officials / Exec. Staff (1 day)	8	$0
Social Media & Digital Best Practices Training for Staff	8	$0
Additional Department-Specific Templates & Toolkits	8-12	$0
Train-the-Trainer Reference Guide & Quarterly Office Hours (12 mo.)	16	$0
TOTAL OPTIONAL ADD-ALTERNATE (80 hours)	**48**	**$0**

Hourly Rate Schedule

Hourly rate remains unchanged to the blended professional rate show below in the right column.

Team Member / Role	Standard Rate	Proposed Rate for City of Artesia
Arianna Barrios – Strategic Advisor & Sr. Training Facilitator	$185/hr	$150/hr (blended)
Diana Moreno – Project Manager	$165/hr	$150/hr (blended)
Max Lochrie – Digital Media Manager	$150/hr	$150/hr (blended)
Brooke Hester – Account Coordinator	$135/hr	$150/hr (blended)
Brooke Dailey – Digital Media Coordinator	$125/hr	$150/hr (blended)

PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF ARTESIA AND BARRIOS & ASSOCIATES, LLC

1. PARTIES AND DATE.

This Agreement is made and entered into this 11th day of August, 2026, by and between the City of Artesia, a municipal corporation, organized under the laws of the State of California ("City") and **BARRIOS & ASSOCIATES, DBA COMMUNICATIONS LAB**, a California Limited Liability Company**,** with its principal place of business at **701 E. Chapman Avenue Orange, CA 92866** ("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 Communications 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 Citywide Strategic Communications Plan** 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 Communications 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 August 11, 2026 to June 30, 2027, unless earlier terminated as provided herein. 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: **Arianna Barrios, Chief Executive Officer, Diana Moreno, Director, Public Affairs; Brooke Hester, Public Affairs Executive; Max Lochrie, Web Developer.**

3.2.5 City's Representative. The City hereby designates **Danielle Osborne, Management Analyst**, 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 **Arianna Barrios, Chief Executive Officer**, 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 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.

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.

(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 $2,000,000 in the general aggregate. Defense costs shall be paid in addition to the limits. The policy shall contain no endorsements or provisions (1) limiting coverage for contractual liability; (2) excluding coverage for claims or suits by one insured against another (cross-liability); (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.

(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): 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 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): (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 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.

(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 **Forty-Nine Thousand, Three Hundred and Fifty Dollars ($49,350.00)** 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 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 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 parties may provide in writing for this purpose:

Consultant: Barrios & Associates, dba Communications LAB
701 E. Chapman Avenue
Orange, CA 92866
ATTN: Arianna Barrios, CEO

City: City of Artesia
18747 Clarkdale Avenue
Artesia, California 90701
ATTN: Danielle Osborne

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 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 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 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.

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]

SIGNATURE PAGE TO

PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN THE CITY OF ARTESIA AND BARRIOS & ASSOCIATES, DBA COMMUNICATIONS LAB

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

CITY OF ARTESIA

By: _____
Abel Avalos
City Manager

Attest:

_____
City Clerk

Approved as to Form:

_____
Best Best & Krieger LLP
City Attorney

BARRIOS & ASSOCIATES, DBA COMMUNICATIONS LAB
A California Limited Liability Company

By: _____
Arianna Barrios
Chief Executive Officer

EXHIBIT "A"
SCOPE OF SERVICES

The Scope of Services shall consist of the Consultant's proposal dated July 24, 2026, attached hereto as Exhibit "A" and incorporated herein by this reference.

6. Project **Overview**



6. Project Overview

The City of Artesia is seeking a Citywide Strategic Communications Plan that reviews existing communications outlets and efforts and establishes best practices to reach and inform the broadest possible audience about Artesia – while also equipping the Administrative Services Department with the templates, training direction, and accessibility roadmap to sustain that plan after Communications LAB's engagement ends. Communications LAB's Project Manager will work hand-in-hand with the City's Management Analyst throughout the engagement, treating Artesia's Communications goals as our own.

Special Considerations We Have Identified

- ADA Title II Compliance Deadline. The Department of Justice's revised Title II regulations require Artesia's web-based information to meet WCAG 2.1 Level AA accessibility standards by April 26, 2028. Because this is a fixed federal deadline, we have built a web accessibility review directly into Phase 1 of our workplan rather than treating it as a closing recommendation – giving the City the runway it needs to budget and execute remediation well ahead of the deadline.
- A Demographically Complex Audience. With an 85% people-of-color population (42% Asian, 35% Hispanic) and North Artesia formally designated a disadvantaged community, a single generic communications plan will not reach every Artesia resident equally. Our audience-profile and translation strategy is built to identify which channels, languages, and message formats reach which populations – and where current gaps exist.
- A Lean In-House Team. The Administrative Services Department manages communications alongside grant administration, public safety coordination, economic development, and emergency management. Every tool, template, and training recommendation in our Plan is sized to be maintained by that existing team – not dependent on hiring additional staff.
- An Unusually Rich Existing Channel Mix. Artesia already operates an uncommonly broad set of outlets – from the quarterly Artesian magazine and a Radio TV Artesia partnership to a South Street marquee sign and Rave Mobile Reverse 911. Our communications audit will assess which of these channels are earning their place in the mix, which are underused, and where consolidation or retirement (as we identified for the City of Placentia) may be warranted.
- A One-Year Engagement Window. We understand the City intends this agreement to run for a one-year term or until the Plan is complete. Our workplan is sequenced to deliver the final adopted Plan well inside that window, while preserving time for Council review, staff training, and any City-directed scope adjustments.

Our Unique Strengths for This Engagement

- Direct, current experience completing this exact deliverable – a citywide strategic communications plan – for a comparably sized Southern California general-law city (City of Placentia), built and approved within a single fiscal year.
- An in-house, multilingual outreach team (Spanish-language translation and interpretation capability is provided in-house, not subcontracted) suited to Artesia's Hispanic and broader immigrant communities.
- A senior strategist – Arianna Barrios – who is herself a sitting elected municipal official (City of Orange), giving the City a strategic advisor who personally understands the pressures and optics elected leaders face around public communications.
- An established, repeatable Quality Control methodology (Section G) built around the same project-management platforms – Asana, Microsoft SharePoint, or Microsoft Teams – already familiar to most municipal IT environments.

7. Detailed **Workplan**



7. Detailed Workplan

Communications LAB proposes a three-phase workplan that directly maps to all five goals identified in Section III, Scope of Work, of the RFP. We have organized the work this way – the same structure that proved successful for the City of Placentia – because it front-loads listening and research before a single recommendation is drafted, and because it lets phases overlap where efficient rather than forcing a rigid, sequential timeline.

PHASE 1 | Research, Audit & Ascertainment (Months 1–2)

Addresses RFP Goal 1 (comprehensive, modern communications strategy) and Goal 4 (tools to reach a diverse audience).

- **Kick-Off**: Facilitate a meeting with the Management Analyst to confirm project governance, select a shared project-management platform, and finalize the engagement schedule.
- **Communications Audit**: Conduct a comprehensive communications audit of all current outlets – City website/E-notify, press releases, the Artesian magazine, Radio TV Artesia, monthly e-newsletters, street banners, print collateral, Facebook, Instagram, LinkedIn, YouTube, tabling/event presence, the South Street marquee, and Rave Mobile Reverse 911 – assessing consistency of brand voice, frequency, channel effectiveness, and dormant or duplicative channels.
- **Ascertainments**: Conduct up to 20 staff, elected official, and community stakeholder ascertainment interviews using a standardized, City-approved question set, including City Council members, department heads, business and Chamber representatives, and residents from North Artesia.
- **Community Survey**: Launch a short, cost-effective, broadly distributed community engagement survey (print and digital) to capture communications preferences across Artesia's Asian, Hispanic, and broader resident population. Available in multiple languages and advertised through all current City channels and locations.
- **ADA Review**: ADA Title II web accessibility review of the City's website and digital communications against WCAG 2.1 AA standards, producing a prioritized remediation roadmap aligned to the April 26, 2028 federal deadline.
- **Audience Profiles**: Development of audience profiles identifying which channels, languages, and message formats reach Artesia's residential, business, visitor, and harder-to-reach populations, with initial recommendations on where translated materials should be published.

PHASE 2 | Standards, Strategy & Toolkit Development (Months 2–4)

Addresses RFP Goal 2 (engagement standards & best practices) and Goal 5 (inclusive internal communications).

- **Strategy Development**: Citywide content strategy for storytelling, routine public messaging, council action updates, code changes, and events/programs, including guidance on how to approach potentially controversial topics.
- **Best Practices:** Social media, alert-message, and FlashVote survey best practices, plus a style guide and editorial-calendar templates for planned social posts and campaigns.
- **Plans & Templates**: Crisis communications plan and template library – statements, talking points, sample press releases/op-eds, and a current media list – built specifically around scenarios relevant to Artesia (public safety, code changes, emergency events).

- **Recommendations**: Provide recommendations on advertising outlets and best practices, and best practices for establishing a citywide photo and video asset database.
- **Internal Communications**: Develop an Internal communications strategy for sharing information over the City's Intranet and Teams groups, plus a staff engagement framework to build internal awareness of City activities.
- **Training**: Recommended media-training opportunities for staff and elected officials, and KPI/metric reporting templates so the City can track reach, engagement, and message acceptance going forward.

PHASE 3 | Plan Finalization, Council Adoption & Training (Months 4–5)

Addresses RFP Goal 3 (identify communications gaps and resources needed) and finalizes deliverables across all five goals.

- **Strategic Communications Plan**: Draft Citywide Strategic Communications Plan assembled from all Phase 1 and Phase 2 findings, including a gap analysis identifying where City staff capacity, budget, or outside consultant support will be needed to implement specific recommendations.
- **Collaborative Review**: Internal review cycle with the Management Analyst and City leadership, followed by revisions.
- **Presentation**: Final presentation(s) of the Plan to City staff and, upon request, to the City Council, including an executive summary of ascertainment findings, target audiences, preferred channels, key messages, and success metrics.
- **Delivery**: Delivery of all final templates, the style guide, the crisis communications toolkit, and the ADA remediation roadmap in editable, City-owned formats.
- **Training**: Up to three (3) staff training sessions – General Communications, Social Media Best Practices, and Spokesperson/Media Training – provided at no additional cost as part of the base proposal (see Section H, Cost Proposal).

Assumptions & Required City Support

- The City will designate the Management Analyst (or other staff representative) as the single point of contact responsible for scheduling ascertainment interviews, routing internal approvals, and granting access to existing communications materials, analytics, and the City website/CMS for the ADA review.
- Communications LAB will recommend a project-management platform (Asana, SmartSheet, or Microsoft Teams) for shared visibility into milestones; we assume the City can provide limited staff access to whichever platform is selected.
- All work products will be developed using standard, widely available software (Microsoft Office, Adobe Creative Suite, Canva); no proprietary City software licenses are assumed.
- If, during Phase 1, any RFP-listed task is found to be better served by an alternative approach (for example, if existing analytics data is insufficient to support quantitative channel-effectiveness analysis), Communications LAB will document the issue and propose an alternative method for the City's approval before proceeding.
- Full ADA remediation (as opposed to the audit and roadmap) is scoped as part of the Optional Add-Alternate budget in Section H, consistent with the City's own framing of implementation support as an optional, separately priced service.

EXHIBIT "B"
SCHEDULE OF SERVICES

The Consultant shall complete the Services in accordance with the following schedule:

Phase	**Estimated Duration**	**Key Activities**
Phase 1 – Research, Audit & Ascertainment	Months 1-2	Kick-off, communications audit, ascertainments, community survey, ADA review, audience profiles
Phase 2 – Standards, Strategy & Toolkit Development	Months 2-4	Strategy development, best practices, plans & templates, recommendations, internal communications, training
Phase 3 – Plan Finalization, Council Adoption & Training	Months 4-5	Strategic Communications Plan, collaborative review, presentation, delivery, training

Estimated Project Completion: Within six (6) months following issuance of the Notice to Proceed.

EXHIBIT "C"
COMPENSATION

Compensation shall be in accordance with the proposed budget contained in the Consultant's proposal, attached hereto as Exhibit "C" and incorporated herein by this reference.

COMMUNICATIONS LAB

REQUEST FOR PROPOSAL

CITYWIDE STRATEGIC COMMUNICATIONS PLAN

RFP SUPPLEMENTAL INFORMATION

BEST & FINAL OFFER (BAFO)

Prepared for:

City of Artesia

18747 Clarkdale Avenue, Artesia, CA 90701

Submitted: July 24, 2026

Submitted by: Communications LAB (dba of Barrios & Associates, LLC)

701 E. Chapman Avenue
Orange, CA 92866

P: 949-215-5539 ext. 101
C: 714-878-4864

arianna@communicationslab.com
www.CommunicationsLAB.com

BEST AND FINAL OFFER – Supplemental Cost Proposal

Communications LAB is grateful for the opportunity to provide the City of Artesia with a revised cost proposal to meet previously unknown budget parameters. To meet those parameters, our firm is pleased to provide this BEST AND FINAL OFFER (BAFO) cost proposal for the City's consideration.

When it was initially prepared, our original Cost Proposal was based on similar scopes of work our firm has provided for several larger cities. We therefore feel comfortable with reducing the total number of hours necessary to complete this project based on Artesia's actual needs, relative size, and our conversation with the city staff.

With that new information, this revised Cost Proposal does two things: reduces the overall price and maintains all previously proposed services.

As shown below, the BAFO continues to be an all-inclusive not-to-exceed fee for the base scope of the Citywide Strategic Communications Plan, calculated against a blended team rate of $150 per hour. This fee includes all direct and indirect costs, project management, and standard out-of-pocket expenses (mileage, printing of review drafts, and routine software).

In addition, as we proposed in the original submission and during our interview, our Cost Proposal INCLUDES all the optional add-on tasks the City requested be shown separately. However, these tasks are all part of our base project offering and therefore included. Best of all, the project timeline of 4-6 months is not impacted by this revised pricing.

Base Proposal – Task & Hours Breakdown

Task / Deliverable	Est. Hours	Revised	Fee	Revised
Project Management, Kickoff & Team Meetings	~~48~~	**40**	~~$7,200~~	**$6,000**
Communications Audit (channels, materials, media coverage, brand)	~~40~~	**35**	~~$6,000~~	**$5,250**
Staff & Stakeholder Ascertainments (up to 20 interviews)	~~36~~	**30**	~~$5,400~~	**$4,500**
Community & Business Engagement Survey	~~28~~	**24**	~~$4,200~~	**$3,600**
ADA Title II Web Accessibility Compliance Review	~~20~~	**14**	~~$3,000~~	**$2,100**
Audience Profiles & Translation / Outreach Strategy	~~18~~	**14**	~~$2,700~~	**$2,100**
Strategic Communications Plan Drafting	~~50~~	**40**	~~$7,500~~	**$6,000**
Engagement Standards, Style Guide & Social Media Templates	36	**36**	~~$5,400~~	**$5,400**
Social Media Strategy & Best Practices	~~28~~	**24**	~~$4,200~~	**$3,600**
Crisis Communications Plan & Templates	~~24~~	**22**	~~$3,600~~	**$3,300**
Internal Communications Strategy (Intranet / Teams)	~~16~~	**14**	~~$2,400~~	**$2,100**
Media & Spokesperson Training Recommendations	~~12~~	**8**	~~$1,800~~	**$1,200**
KPI / Metrics Reporting Templates & Tools	~~12~~	**8**	~~$1,800~~	**$1,200**
Draft Review, Revisions & Final Plan Presentation(s)	~~22~~	**20**	~~$3,300~~	**$3,000**
TOTAL BASE PROPOSAL FEE (390 hours)	~~**390**~~	**329**	~~**$58,500**~~	**$49,350**

This not-to-exceed fee may also be invoiced as a flat monthly retainer of $8,225 (55 hours) over a six-month engagement, at the City's preference, consistent with the structure Communications LAB has used successfully on comparable municipal engagements.

Optional Tasks – Implementation & Training Support

As previously stated, these additional tasks and hours, are part of our base offering and will not incur the City any additional fees.

Optional Task / Deliverable	Est. Hours	Fee
General Communications & Customer Service Staff Training (2 sessions)	8	$0
Spokesperson & Media Training for Elected Officials / Exec. Staff (1 day)	8	$0
Social Media & Digital Best Practices Training for Staff	8	$0
Additional Department-Specific Templates & Toolkits	8-12	$0
Train-the-Trainer Reference Guide & Quarterly Office Hours (12 mo.)	16	$0
TOTAL OPTIONAL ADD-ALTERNATE (80 hours)	**48**	**$0**

Hourly Rate Schedule

Hourly rate remains unchanged to the blended professional rate show below in the right column.

Team Member / Role	Standard Rate	Proposed Rate for City of Artesia
Arianna Barrios – Strategic Advisor & Sr. Training Facilitator	$185/hr	$150/hr (blended)
Diana Moreno – Project Manager	$165/hr	$150/hr (blended)
Max Lochrie – Digital Media Manager	$150/hr	$150/hr (blended)
Brooke Hester – Account Coordinator	$135/hr	$150/hr (blended)
Brooke Dailey – Digital Media Coordinator	$125/hr	$150/hr (blended)

CITY COUNCIL AGENDA REPORT

MEETING DATE: August 10, 2026 **ITEM NO: 9L.**

TO: Mayor and Members of the City Council

SUBJECT: Resolution Regarding the Approval of Plans, Specifications and Estimates for the Highway Safety Improvement Program and Traffic Calming Street Improvement Project; And To Award a Construction Contact to Onyx Paving Company, Inc. In the Amount of $957,500 To Implement the Project

FROM: Ernesto Sanchez, Public Works Manager

REVIEWED AND APPROVED BY:

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

RECOMMENDATION:

Staff recommends that the City Council, by motion adopt Resolution No. 26-3109, A Resolution of the City Council of the City of Artesia Awarding a Construction Contract to Onyx Paving Company, Inc. for the Highway Safety Improvement Program and Traffic Calming Street Improvement Project in an Amount Not to Exceed $957,500, Authorizing the City Manager to Execute the Contract and Certain Non-Monetary Amendments, and Delegating Discretionary Authority to the City Engineer to Approve the Project Design, Plans, Specifications, and Estimates Pursuant to Government Code Section 830.6, and Finding the Project Categorically Exempt From CEQA.

BACKGROUND:

In December 2023, the City of Artesia ("City") was allocated grant funds from the California Department of Transportation's Highway Safety Improvement Program in order to install the following features:

1. Enhanced crosswalk along 166th Street at Alburtis Avenue;
2. Enhanced crosswalks at the intersection of 178th Street and Roseton Avenue;
3. Enhanced crosswalks at the intersection of 178th Street and Jersey Avenue;
4. Enhanced crosswalks at the intersection of Ashworth Street and Clarkdale Avenue;
5. Enhanced crosswalks at the intersection of 183rd Street and Elaine Avenue;
6. Enhanced crosswalks at the intersection of 186th Street and Elaine Avenue;
7. Enhanced crosswalks at the intersection of 186th Street and Grayland Avenue; and
8. Enhanced crosswalks at the intersection of 186th Street and Horst Avenue with a Rectangular Rapid Flashing Beacon.
9. Enhanced crosswalks at the intersection of 186th Street and Clarkdale Avenue;
10. Enhanced crosswalk along Norwalk Avenue at 186th Street;
11. Enhanced crosswalk along Elaine Avenue at 187th Street;
12. Mid- block crosswalk at Elaine Avenue and Droxford Street;
13. Raised mid-block crosswalk on Grayland Avenue between 186th Street and South Street with a Rectangular Rapid Flashing Beacon; and
14. Enhanced crosswalk along South Street at Grayland Avenue.

The Highway Safety Improvement Program grant funding is restricted to the above-mentioned features which are classified as roadway striping and street signage improvements. However, combining additional street improvements using other funding sources results in significant cost efficiencies. Additional proposed improvements were incorporated into the Highway Safety Improvement Program and Traffic Calming Street Improvement Project, which included the re-pavement of segments of Elaine Avenue, Grayland Avenue, 186th Street, Devlin Avenue, 187th Street and Droxford Avenue and the addition of two (2) mini-roundabouts along 186th Street to further calm traffic along 186th Street. These additional improvements would potentially be funded using available Measure M, Measure R and Senate Bill 1 funds. The Project scope of work was divided into three (3) schedules:

- Schedule A: Pavement improvements on Elaine Avenue (183rd Street to South Street), Grayland Avenue (183rd Street to South Street), 186th Street (Arline Avenue to the Norwalk Boulevard), Devlin Avenue (186th Street to 187th Street), 187th Street (Devlin Avenue to Elaine Avenue), and Droxford Street (Cul-de-Sac to Elaine Avenue).
- Schedule B: Installation of enhanced crosswalks and associated features funded by the Highway Safety Improvement Program.
- Schedule C: Installation of two (2) mini-roundabouts on 186th Street. One (1) at the intersection of 186th Street and Clarkdale Avenue, and one (1) at the intersection of 186th Street and Elaine Avenue.

PUBLIC DEMONSTRATION AND PUBLIC MEETINGS:

The City held a Traffic Calming Pop-Up Demonstration Event on August 9, 2025, which featured temporary mini-roundabouts and mid-block crosswalks in the same locations proposed in the Project plans. The demonstration was publicly advertised, and flyers were delivered directly to households in the area in order to encourage participation and community feedback. Additional pop-up demonstrations on 186th Street were held on April 14, 2026 and April 21, 2026. The project has been presented and discussed at multiple Public Meetings, including:

- Beautification and Maintenance Commission on January 16, 2025
- Beautification and Maintenance Commission on April 17, 2025
- City Council Meeting on July 14, 2025
- Public Works Committee on October 2, 2025
- Beautification and Maintenance Commission on October 16, 2025
- Beautification and Maintenance Commission on April 30, 2026
- Public Works Committee on May 29, 2026
- City Council meeting on June 8, 2026
- Public Works Committee on June 17, 2026
- Public Works Committee on July 29, 2026

ANALYSIS:

The proposed Project is a “public project” as defined in Artesia Municipal Code Section 3-4.19(b)(2)(A). The City has adopted the Uniform Public Construction Cost Accounting Act (“UPCCAA”) (Pub. Contract Code, § 22000, *et seq.*), which governs the City’s award of public projects. Public projects valued above $200,000 must use formal bidding procedures in accordance with the Artesia Municipal Code and California Contracting Code. On April 2, 2026, Staff released a Notice Inviting Bids to complete the construction work required to implement the Highway Safety Improvement Program and Traffic Calming Street Improvement Project using three schedules: Schedule A: Pavement Improvements, Schedule B: Highway Safety Improvement Program Improvements, and Schedule C: Mini-Roundabouts. The bid remained open until May 21, 2026, and the City received a total of eight (8) sealed bids for the Project. The following bid amounts are Schedule A, B and C combined:

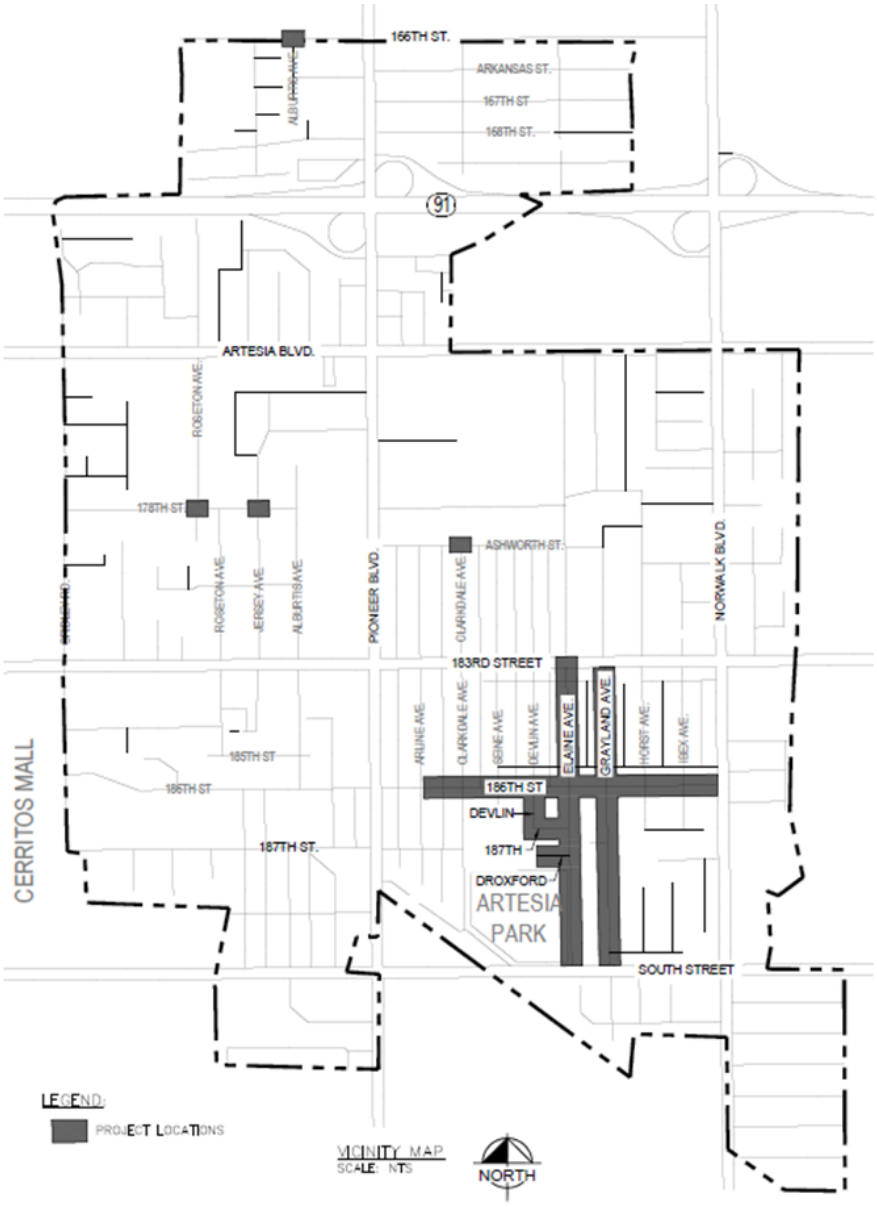
1. Onyx Paving Company, Inc.	$793,000.00
2. COPP Contracting, Inc.	$840,721.70
3. Sequel Contractors, Inc.	$1,020,541.37
4. R.J. Noble Company	$1,039,795.35
5. Hardy & Harper, Inc.	$1,075,000.00
6. Estate Design & Construction, Inc.	$1,095,000.00
7. Excel Paving	$1,168,988.15
8. All American Asphalt	$1,223,023.28

Public Contract Code section 22000, *et seq*., and Artesia Municipal Code Section 3-4.14(b) requires that contracts be awarded by the City Council to the lowest responsible and responsive bidder. The City Engineer has reviewed the sealed bids and determined that Onyx Paving Company, Inc. is the lowest responsible and responsive bidder at $793,000 and the bid is acceptable and accurate. Onyx Paving Company's schedule breakdown is as follows:

- Schedule A: Pavement improvements - $694,000
- Schedule B: Highway Safety Improvement Program improvements - $72,000
- Schedule C: Installation of two (2) mini-roundabouts - $27,000

On May 28, 2026, June 17, 2026, July 29, 2026, and August 5, 2026 the Public Works Committee convened to review the project scope of work and the bid results. On August 5, 2026, the Public Works Committee made a recommendation that the City Council approve a construction contract with Onyx Paving Company that includes Schedule A and Schedule B for $766,000, and also include a twenty-five percent (25%) contingency to cover any unforeseen work and any necessary design changes required to complete the scope of work during the implementation of the project. The Public Works Committee recommends that the City Council not proceed with the scope of work in Schedule C at this time, as they asked for more time to consider the effectiveness of the roundabouts and research viable alternatives. Based on the Committee's recommendation, Staff reached out to Onyx Paving Company, Inc. to ensure the company would proceed with the Project without Schedule C. Onyx Paving Company, Inc. accepts a construction contract that only includes Schedule A and Schedule B and has recently completed comparable street improvement projects in the nearby cities of Hawaiian Gardens, Paramount, and Cerritos.

Schedule A and Schedule B Project Map and Scope of Work:



1. Road: Elaine Avenue

   Segments: 183rd Street to South Street

   Proposed Road Improvements: (1) Seal cracks and install slurry seal; (2) Remove top 2-inches of asphalt surface, and repave with 2-inch rubberized asphalt surface at select locations; (3) Remove buried longitudinal concrete gutter at the intersection of 187th Street and install full asphalt pavement section; and (4) Install new ADA compliant curb ramps and/or truncated domes at the intersection of Droxford Street for the mid-block crosswalk.

   Proposed Traffic Calming Improvements: (1) Install enhanced crosswalks at the intersections of 183rd Street, 186th Street, 187th Street, and Droxford Street; (2) Install enhanced mid-block crosswalk at the intersection of Droxford Street; (3) Install edgeline and centerline striping for visual narrowing; and (4) Install applicable pavement markings and street signage.

2. Road: Grayland Avenue

   Segments: 183rd Street to South Street

Proposed Road Improvements: (1) Removal of the top 2-inches of asphalt surface, and repave with 2-inch rubberized asphalt surface; (2) Install a mid-block raised crosswalk with improvements to adjacent sidewalk; and (3) Install new ADA compliant curb ramps and/or truncated domes at the intersection of 186th Street.

Proposed Traffic Calming Improvements: (1) Install enhanced crosswalks at the intersections of 186th Street and South Street; (2) Install enhanced crosswalk including Rapid Flashing Beacon at mid-block crosswalk; (3) Install centerline striping for visual narrowing; and (4) Install applicable pavement markings and street signage.

3. Road: 186th Street

   Segments: Arline Avenue to the Norwalk Boulevard

   Proposed Road Improvements: (1) Removal of the top 2-inches of asphalt surface, and repave with 2-inch rubberized asphalt surface; (2) Seal cracks and install slurry seal at select locations; and (3) Install new ADA compliant curb ramps and/or truncated domes at intersections of Clarkdale Avenue, Devlin Avenue, Elaine Avenue, Grayland Avenue, and Horst Avenue.

   Proposed Traffic Calming Improvements: (1) Install enhanced crosswalks at the intersections of Clarkdale Avenue, Devlin Avenue, Elaine Avenue, Horst Avenue, and Norwalk Boulevard; (2) Install Rapid Flashing Beacon at Devlin Avenue; (3) Install applicable pavement markings and street signage.

4. Road: Devlin Avenue

   Segment: 186th Street to 187th Street

   Proposed Road Improvements: (1) Seal cracks and install slurry seal; and (2) Install new ADA compliant curb ramps and/or truncated domes at intersection of 186th Street.

5. Road: 187th Street

   Segment: Devlin Avenue to Elaine Avenue

   Proposed Road Improvements: (1) Seal cracks and install slurry seal; and (2) Removal of the top 2-inches of asphalt surface, and repave with 2-inch rubberized asphalt surface at intersection with Elaine Avenue.

6. Road: Droxford Street

   Segment: Cul-de-Sac to Elaine Avenue

   Proposed Road Improvements: (1) Removal of the top 2-inches of asphalt surface, and repave with 2-inch rubberized asphalt surface.

7. Intersection: 166th Street and Alburtis Avenue

   Proposed Road Improvements: (1) Install new ADA compliant curb ramps and/or truncated domes including improvements to adjacent sidewalks.

   Proposed Traffic Calming Improvements: (1) Install enhanced crosswalk along 166th Street; (2) Install applicable pavement markings.

8. Intersection: 178th Street and Roseton Avenue

   Proposed Road Improvements: (1) Install new ADA compliant truncated domes on existing curb ramps.

   Proposed Traffic Calming Improvements: (1) Install enhanced crosswalk; and (2) Install applicable pavement markings.

9. Intersection: 178th Street and Jersey Avenue

Proposed Road Improvements: (1) Install new ADA compliant truncated domes on existing curb ramps.

Proposed Traffic Calming Improvements: (1) Install enhanced crosswalk at 4-way intersection; and (2) Install applicable pavement markings.

10. Intersection: Clarkdale Avenue and Ashworth Street

Proposed Road Improvements: (1) Install new ADA compliant truncated domes on existing curb ramps.

Proposed Traffic Calming Improvements: (1) Install enhanced crosswalk along Ashworth Street; and (2) Install applicable pavement markings and street signage.

Resolution No. 26-3109 approves the plans, specifications and estimates for this scope of work and approves a construction contract with Onyx Paving Company, Inc. that includes a twenty-five percent (25%) contingency to cover any necessary additional work that may arise during the implementation of the project. Additionally, the plans, specifications and estimates and the construction contract are reflective of Schedule A and Schedule B of the project. If approved, construction is anticipated to begin in mid-September 2026. Staff anticipates providing a report to the City Council at the September 2026 Regular Meeting that includes a construction timeline and any necessary change orders.

CEQA COMPLIANCE:
The Public Works Department determined that the Project is statutorily and categorically exempt from the requirements of the California Environmental Quality Act (CEQA) and the City's CEQA Guidelines. The Project is categorically exempt under the Class 1(c) exemption of State CEQA Guidelines Section 15301 because it consists of the operation, repair, maintenance, or minor alteration of an existing public facility, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination, including existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities.

ALIGNMENT WITH FISCAL YEAR 2026-27 GOALS:
This approval aligns with Goal No. 3 - Refine Capital Improvement Project Delivery: Expedite completion of Capital Improvement Projects. This project is part of the Fiscal Year 2026-27 Capital Improvement Program: Highway Safety Improvement Program and Traffic Calming Street Improvement Project. The proposed contract is to implement improvements that are focused on improvement pavement conditions and pedestrian safety at key intersections throughout the City.

FISCAL IMPACT:
The proposed Construction Contract includes a not to exceed compensation amount of $957,500, which includes the $766,000 bid price and a twenty-five percent (25%) contingency. The contract amount would be funded using $72,000 in Highway Safety Improvement Program Grant Funds, and $712,500 of available Measure M funds and $173,000 in available Measure R Funds.

RECOMMENDED COUNCIL ACTION:
Staff recommends that the City Council, by motion adopt Resolution No. 26-3109, A Resolution of the City Council of the City of Artesia Awarding a Construction Contract to Onyx Paving Company, Inc. for the Highway Safety Improvement Program and Traffic Calming Street Improvement Project in an Amount Not to Exceed $957,500, Authorizing the City Manager to Execute the Contract and Certain Non-Monetary Amendments, and Delegating Discretionary Authority to the City Engineer to Approve the Project Design, Plans, Specifications, and Estimates Pursuant to Government Code Section 830.6, and Finding the Project Categorically Exempt From CEQA.

Attachments

Resolution 26-3109
Proposed Contract with Onyx Paving.pdf
HSIP & Traffic Calming Project-Plans.pdf

RESOLUTION NO. 26-3109

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARTESIA AWARDING A CONSTRUCTION CONTRACT TO ONYX PAVING COMPANY, INC. FOR THE HIGHWAY SAFETY IMPROVEMENT PROGRAM AND TRAFFIC CALMING STREET IMPROVEMENT PROJECT IN AN AMOUNT NOT TO EXCEED $957,500, AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACT AND CERTAIN NON-MONETARY AMENDMENTS, AND DELEGATING DISCRETIONARY AUTHORITY TO THE CITY ENGINEER TO APPROVE THE PROJECT DESIGN, PLANS, SPECIFICATIONS, AND ESTIMATES PURSUANT TO GOVERNMENT CODE SECTION 830.6, AND FINDING THE PROJECT CATEGORICALLY EXEMPT FROM CEQA

WHEREAS, in December 2023, the City of Artesia ("City") was allocated grant funds from the California Department of Transportation's Highway Safety Improvement Program to install enhanced crosswalks, roadway striping, street signage, and related safety improvements within the City;

WHEREAS, the City incorporated additional pavement, roadway, and traffic calming improvements into the Highway Safety Improvement Program and Traffic Calming Street Improvement Project ("Project") to achieve cost efficiencies and to further improve public streets and pedestrian safety;

WHEREAS, the Project was divided into three schedules: Schedule A for pavement improvements, Schedule B for Highway Safety Improvement Program improvements, and Schedule C for the installation of two mini-roundabouts on 186th Street;

WHEREAS, the Public Works Committee has recommended that the City Council proceed with Schedule A and Schedule B of the Project at this time, and not proceed with Schedule C at this time;

WHEREAS, on April 2, 2026, City staff released a Notice Inviting Bids for construction of the Project, and on May 21, 2026, the City received eight sealed bids;

WHEREAS, the City Engineer reviewed the bids and determined that Onyx Paving Company, Inc. is the lowest responsible and responsive bidder, with a bid of $793,000 for Schedules A, B, and C combined;

WHEREAS, Onyx Paving Company, Inc. has agreed to enter into a construction contract for Schedule A and Schedule B only, for a base contract amount of $766,000;

WHEREAS, the proposed construction contract for Schedule A and Schedule B includes a twenty-five percent (25%) contingency, for a total not-to-exceed contract amount of $957,500;

WHEREAS, the City Council desires to award a construction contract to Onyx Paving Company, Inc. for Schedule A and Schedule B of the Project and to authorize the City Manager to execute the construction contract and amendments that do not change the compensation authorized by this Resolution;

WHEREAS, Government Code section 830.6 provides, in pertinent part, that neither a public entity nor a public employee is liable for an injury caused by the plan or design of a construction of, or an improvement to, public property where such plan or design has been approved in advance of the construction or improvement by the legislative body of the public entity, or by some other body or employee exercising discretionary authority to give such approval, if a court determines that there is substantial evidence upon which a reasonable public employee or legislative body could have approved the plan or design;

WHEREAS, it is impractical for the City Council to approve every plan or design undertaken by the City, including every alteration, modification, or refinement of plans or designs for public improvements;

WHEREAS, the City Council desires to delegate discretionary authority to the City Engineer to approve the Project design, plans, specifications, and estimates, and any related alterations or modifications, for purposes of Government Code section 830.6;

WHEREAS, the City Council desires to avail the City, its officers, employees, and agents of the design immunity protections set forth in Government Code section 830.6 to the fullest extent permitted by law;

WHEREAS, the Project consists of the operation, repair, maintenance, and minor alteration of existing public streets, sidewalks, gutters, bicycle and pedestrian facilities, and similar facilities, involving negligible or no expansion of existing use; and

WHEREAS, the City Council desires to find that the Project is categorically exempt from the California Environmental Quality Act ("CEQA") under the Class 1(c) exemption set forth in State CEQA Guidelines section 15301.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. Recitals.

The foregoing recitals are true and correct and are incorporated herein by this reference.

SECTION 2. CEQA Determination.

The City Council finds that the Project is categorically exempt from CEQA under the Class 1(c) exemption of State CEQA Guidelines section 15301 because the Project consists of the operation, repair, maintenance, and minor alteration of existing public facilities, including existing highways, streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities, involving negligible or no expansion of existing or former use. The City Council directs City staff to file any notice of exemption or other CEQA documentation deemed necessary or appropriate for the Project.

SECTION 3. Delegation of Design Approval Authority Under Government Code Section 830.6.

The City Council hereby delegates to the City Engineer discretionary authority to approve the plan or design of a construction of, or an improvement to, public property, including the Project design, plans, specifications, and estimates for Schedule A and Schedule B of the Project, and to exercise any other authority that may be delegated under Government Code section 830.6. This delegation includes authority to approve any alterations, modifications, refinements, or field adjustments to the Project design, plans, specifications, and estimates, provided such approvals occur before construction of the affected work and are supported by substantial evidence upon which a reasonable public employee could approve the plan, design, standards, alteration, modification, refinement, or field adjustment.

SECTION 4. Design Immunity; Project Design Authorization.

A. The City Engineer's approval of the Project design, plans, specifications, and estimates shall constitute an exercise of discretionary authority for purposes of Government Code section 830.6.

B. The Project design, plans, specifications, and estimates, upon approval by the City Engineer, are determined to be consistent with applicable City standards and the City's General Plan, to the extent applicable.

C. The approval and authorization granted by this Resolution, and any subsequent approval by the City Engineer under this Resolution, are intended to avail the City and its officers, employees, and agents of the immunities set forth in Government Code section 830.6 to the fullest extent permitted by law.

SECTION 5. Award of Contract and Authorization.

A. The City Council hereby awards a construction contract to Onyx Paving Company, Inc. for Schedule A and Schedule B of the Highway Safety Improvement Program and Traffic Calming Street Improvement Project in a not-to-exceed amount of $957,500, inclusive of the $766,000 base bid amount for Schedule A and Schedule B and a twenty-five percent (25%) contingency for unforeseen work arising during implementation of the Project.

B. The City Council hereby authorizes the City Manager to execute the construction contract, in a form approved by the City Attorney, and to execute amendments, change orders, and other documents necessary or appropriate to administer the contract, provided that such actions do not increase the total compensation above the amount authorized by this Resolution.

C. The City Council hereby authorizes City staff and consultants to take all actions necessary or appropriate to implement this Resolution and the Project.

SECTION 6. Severability.

If any section, subsection, sentence, clause, phrase, or portion of this Resolution is held invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution. The City Council hereby declares that it would have adopted this Resolution and each section, subsection, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions may be declared invalid or unconstitutional.

SECTION 7. Certification and Effective Date.

The City Clerk is directed to certify the adoption of this Resolution. This Resolution shall become effective immediately upon adoption.

PASSED, APPROVED, and ADOPTED this 10th day of August, 2026.

_____
RENE TREVINO, MAYOR

ATTEST:

_____
JENNIFER ALDERETE, CITY CLERK

APPROVED AS TO FORM:

_____
BEST BEST & KRIEGER, CITY ATTORNEY

CONTRACT

CITY OF ARTESIA CONTRACT FOR HIGHWAY SAFETY IMPROVEMENT PROGRAM AND TRAFFIC CALMING PROJECT

THIS CONTRACT ("Contract") is dated August 10, 2026 ("Effective Date"), by and between the CITY OF ARTESIA, a California municipal corporation ("City") and ONYX PAVING COMPANY, INC., a California corporation ("Contractor"). Contractor's California State Contractor's license number is 630360 (Class A, C12). Contractor's DIR registration number is 1000004798.

In consideration of the mutual covenants hereinafter set forth, the parties hereto agree as follows:

1. Contract Documents. The Contract Documents consist of this Contract, the Notice Inviting Bids, Instructions to Bidders, Bid (including documentation accompanying the Bid and any post-Bid documentation submitted before the Notice of Award), the Bonds, permits from regulatory agencies with jurisdiction, General Provisions, Special Provisions, Plans, Standard Plans, Standard Specifications, Reference Specifications, Addenda, Change Orders, and Supplemental Agreements. The Contract Documents are attached hereto and incorporated herein by reference. In the event of any conflict between the terms of this Contract and any incorporated documents, the terms of this Contract shall control.

2. Scope of Services. Contractor shall perform the Work in a good and workmanlike manner for the project identified as SCHEDULE A and SCHEDULE B of the HIGHWAY SAFETY IMPROVEMENT PROGRAM AND TRAFFIC CALMING PROJECT ("Project"), as described in this Contract and in the Contract Documents.

3. Compensation. In consideration of the services rendered hereunder, City shall pay Contractor an amount of seven hundred and sixty-six thousand dollars **($766,000**) in accordance with the prices as submitted in the Bid, attached hereto as Exhibit "A" and incorporated herein by this reference. Unforeseen work will be classified as Extra Work when the City Engineer determines that it is not covered by the scope of work in the Contract. The City Manager is authorized to approve payment for Extra Work upon the recommendation of the City Engineer, provided that the total arithmetic dollar value of the Extra Work does not exceed twenty-five percent (25%) of the total contract price. Total compensation shall not exceed nine hundred fifty-seven thousand and five hundred dollars **($957,500**).

4. Incorporation by Reference. All of the following documents are attached hereto and incorporated herein by this reference: Workers' Compensation Certificate of Insurance, Additional Insured Endorsement (Comprehensive General Liability), Additional Insured Endorsement (Automobile Liability), and Additional Insured Endorsement (Excess Liability).

5. Antitrust Claims. In entering into this Contract, Contractor offers and agrees to assign to City all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. § 15) or under the Cartwright Act (Cal. Bus. & Prof. Code, § 16700 *et seq*.) arising from purchases of goods, services, or materials pursuant to the Contract. This assignment shall be made and become effective at the time City tenders final payment to Contractor without further acknowledgment by the parties.

6. Prevailing Wages. City and Contractor acknowledge that the Project is a public work to

which prevailing wages apply. The provisions of Section 5-3 of the General Provisions shall apply and are mandatory for this Project.

7. Workers' Compensation. California Labor Code Sections 1860 and 3700 provide that every contractor will be required to secure the payment of compensation to its employees. In accordance with the provisions of California Labor Code Section 1861, by signing this Contract, the Contractor certifies as follows:

> "I am aware of the provisions of Section 3700 of the 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 I will comply with such provisions before commencing the performance of the Work of this Contract."

8. Trenches and Other Excavations. If this Project involves the digging trenches or other excavations that will extend deeper than four (4) feet below the surface, Contractor shall promptly, and before the following conditions are disturbed, notify City, in writing, of any: (1) material that Contractor believes may be material that is hazardous waste, as defined in Section 25117 of the Health and Safety Code, that is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law; (2) subsurface or latent physical conditions at the site differing from those indicated by information about the site made available to proposers prior to the deadline for submitting proposals; and (3) unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in this Contract.

9. Titles. The titles used in this Contract are for convenience only and shall in no way define, limit or describe the scope or intent of this Contract or any part of it.

10. Authority. Any person executing this Contract on behalf of Contractor warrants and represents that he or she has the authority to execute this Contract on behalf of Contractor and has the authority to bind Contractor to the performance of its obligations hereunder.

11. Entire Agreement. This Contract, including the Contract Documents and any other documents incorporated herein by specific reference, represents the entire and integrated agreement between City and Contractor. This Contract supersedes all prior oral or written negotiations, representations or agreements. This Contract may not be modified or amended, nor any provision or breach waived, except in a writing signed by both parties that expressly refers to this Contract.

12. Counterparts. This Contract may be executed in counterpart originals, duplicate originals, or both, each of which is deemed to be an original for all purposes.

IN WITNESS WHEREOF, the parties hereto have executed the Contract the day and year first above written.

[*SIGNATURE PAGE FOLLOWS*]

CITY OF ARTESIA

By: _____
City Manager

ATTEST:

By: _____
City Clerk

APPROVED AS TO FORM:

By: _____
City Attorney

Dated: _____

ONYX PAVING COMPANY, INC.
("CONTRACTOR")

By: _____

Printed Name: _____

Title: _____

By: _____

Printed Name: _____

Title: _____

Exhibit A
Contractor's Proposal

BID

CITY OF ARTESIA

HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) AND TRAFFIC CALMING PROJECT

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF ARTESIA:

The undersigned, as Bidder, declares that: (1) this Bid is made without collusion with any other person and that the only persons or parties interested as principals are those named herein; (2) the undersigned has carefully examined the Contract Documents (including all Addenda) and the Project site; and (3) the undersigned has investigated and is satisfied as to the conditions to be encountered, the character, quality and quantities of Work to be performed, and the materials to be furnished. Furthermore, the undersigned agrees that submission of this Bid shall be conclusive evidence that such examination and investigation have been made and agrees, in the event the Contract be awarded to it, to execute the Contract with the City of Artesia to perform the Project in accordance with the Contract Documents in the time and manner therein prescribed, and to furnish or provide all materials, labor, tools, equipment, apparatus and other means necessary so to do, except as may otherwise be furnished or provided under the terms of the Contract Documents, for the following stated unit prices or lump-sum price as submitted on the Bid herein.

The undersigned submits as part of this Bid a completed copy of its Industrial Safety Record. This Safety Record includes all construction Work undertaken in California by the undersigned and any partnership, joint venture or corporation that any principal of the undersigned participated in as a principal or owner for the last five (5) calendar years and the current calendar year before the date of Bid submittal. Separate information is being submitted for each such partnership, joint venture, or corporate or individual Bidder. The undersigned may attach any additional information or explanation of data that it would like to be taken into consideration in evaluating the Safety Record. An explanation of the circumstances surrounding any and all fatalities is attached.

Accompanying this Bid is cash, a cashier's check, a certified check or a Bid Bond in an amount equal to at least ten percent (10%) of the total aggregate Bid price based on the quantities shown and the unit prices quoted. The undersigned further agrees that, should it be awarded the Contract and thereafter fail or refuse to execute the Contract and provide the required evidence of insurance and Bonds within fifteen (15) Days after delivery of the Contract to the undersigned, then the cash, check or Bid Bond shall be forfeited to the City to the extent permitted by law.

The undersigned certifies to have a minimum of three (3) consecutive years of current experience in the type of Work related to the Project and that this experience is in actual operation of the firm with permanent employees performing a part of the Work as distinct from a firm operating entirely by subcontracting all phases of the Work. The undersigned also certifies to be properly licensed by the State as a contractor to perform this type of Work. The undersigned possesses California Contractor's License:

Number 630360, Class A, C12 which expires on 10/31/2027.

Bidder's Name: ONYX PAVING COMPANY, INC.

Signature: _____ Date: 5/19/2026

COREY R. KIRSCHNER - CEO

Signature: _____ Date: 5/19/2026

JAY KIRSCHNER - VP, SEC, TREAS.

CITY OF ARTESIA

BID SHEETS FOR

HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) AND TRAFFIC CALMING PROJECT

Bidder's Name: ONYX PAVING COMPANY, INC.

To the Honorable Mayor and Members of the City Council:

In compliance with the Notice Inviting Bids, the undersigned hereby agrees to execute the Contract to furnish all labor, materials, equipment and supplies for the Project in accordance with the Contract Documents to the satisfaction and under the direction of the City Engineer, at the following prices:

BID SCHEDULE A: STREET IMPROVEMENTS

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	EXTENDED AMOUNT
1a.	Cold Mill 2" Asphalt Concrete	SF	138,569	$ 0.40	$55,427.60
1b.	Construct a minimum 2" AC Overlay (C2 PG 64-10)	TONS	2,051	$108	$221,508
2.	Seal Cracks and Install Slurry Seal. Remove all existing Striping, Markers, and Pavement Markings prior to Installation	SF	145,926	$0.30	$43,777.80
3.	Remove and Reconstruct PCC Sidewalk	SF	1,878	$12	$22,536
4.	Remove and Reconstruct PCC Curb Ramp	EA	24	$4,000	$96,000
5.	Remove PCC Sidewalk and Construct PCC Curb Ramp	EA	1	$4,000	$4,000
6.	Remove and Reconstruct PCC Curb and Gutter	LF	187	$ 85	$ 15,895
7.	Remove and Reconstruct PCC Driveway Pavement	SF	77	$ 16.50	$ 1,270.50
8.	Install 4'x3' Surface Mounted ADA Truncated Domes	EA	15	$ 500	$ 7,500
9.	Remove Buried Longitudinal Gutter & Construct AC Pavement Section (Match Existing Section)	SF	1,287	$ 11	$ 14,157

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	EXTENDED AMOUNT
10.	Adjust to Grade Survey Monument	EA	2	$ 369	$ 738
11.	Sawcut 1' from EG and Remove and Dispose of Existing AC Pavement and Base and Install 6" AC over 6" AB	SF	633	$ 15	$ 9,495
12.	Remove and Reconstruct PCC Curb and Gutter with Variable Curb Height to Match Existing Curb Ramp	LF	80	$ 85	$ 6,800
13.	Remove Existing Tree and Install New	EA	1	$ 8,000	$ 8,000
14.	Install Solar Single Lightpost with Foundation	EA	1	$ 4,775	$ 4,775
15.	Remove and Reconstruct PCC Longitudinal Gutter	SF	125	$ 25	$ 3,125
16.	Adjust Manhole to Grade	EA	14	$ 750	$ 10,500
17.	Adjust Water/Gas Valve and Cover to Grade	EA	35	$ 369	$ 12,915
18.	Replace Traffic Signal Loops with Type E Loop Detector	EA	8	$ 850	$ 6,800
19.	Paint Centerline Striping A202A Detail 2	LF	6,567	$ 0.90	$ 5,910.30
20.	Paint "STOP, XING or PED" Pavement Marking	EA	6	$ 318	$ 1,908
21.	Paint 12" White Stop Bar	LF	88	$ 1.75	$ 154
22.	Paint 6" yellow continuous centerline striping	LF	622	$ 1.22	$ 758.84
23.	Paint No Parking Striping	SF	1,339	$ 1.17	$ 1,566.63
24.	Paint no passing zones A20A Detail 21	LF	418	$ 1.33	$ 555.94
25.	Paint Curb Red	LF	435	$ 1.06	$ 0
26.	Paint 6" White Edge Line	LF	4,701	$ 0.95	$ 4,465.95
27.	Install Blue Pavement Markers	EA	18	$ 4.24	$ 76.32

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	EXTENDED AMOUNT
28.	Paint or Repaint Basic Crosswalk	LF	489	$ 1.33	$ 650.37
29.	Paint Yield Pavement Marking (Per Triangle)	EA	9	$ 32	$ 288
30.	Repaint House Numbers	EA	22	$ 85	$ 1,870
31.	Install W11-2 with Arrow Sign and Post	EA	2	$ 477	$ 954
32.	Mobilization	LS	1	$ 93,160.65	$ 93,160.65
33.	Traffic Control	LS	1	$ 36	$ 36,000
TOTAL BID SCHEDULE A:					$ 694,000

BID SCHEDULE B: HSIP

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	EXTENDED AMOUNT
1.	Install Solar Powered RRFB with W11-2 with Arrow Sign on Post	EA	4	$ 8,500	$ 34,000
2.	Construct Raised Crosswalk at Grayland (Construction Note 18 on Sheet C-9)	LS	1	$ 10,000	$ 10,000
3.	Paint Continental Crosswalk	LF	3,639	$ 1.75	$ 6,368.25
4.	Paint "STOP, XING or PED" Pavement Marking	EA	27	$ 318	$ 8,586
5.	Paint 12" White Stop Bar	LF	404	$	$ 707
6.	Paint Curb Red	LF	2,135	$ 1.59	$ 3,394.65
7.	Paint or Repaint Basic Crosswalk	LF	441	$ 1.75	$
8.	Paint Yield Pavement Marking (Per Triangle)	EA	10	$ 32	$ 320

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	EXTENDED AMOUNT
9.	Repaint Striping at 183rd Street After Pavement Overlay	LS	1	$ 3,185	$ 3,185
10.	Paint Raised Crosswalk Striping, 12" Wide White Stripe	LF	26	$ 21.25	$552.50
11.	Mobilization	LS	1	$ 864.85	$ 864.85
12.	Traffic Control	LS	1	$ 1,550	$ 1,550
13.	Install W17-1 (Speed Hump) Sign & Post	EA	4	$ 425	$ 1,700
TOTAL BID SCHEDULE B:					$ 72,000

BID SCHEDULE C: ROUNDABOUT

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	EXTENDED AMOUNT
1.	Remove Asphalt Pavement and Construct Roundabout	SF	630	$ 25	$ 15,750
2.	Install Roundabout Sign and Post	EA	8	$ 424	$ 3,392
3.	Install 6"X12" Right Arrow Sign and Post	EA	8	$ 371	$ 2,968
4.	Paint Yield Pavement Marking (Per Triangle)	EA	22	$ 32	$ 704
5.	Remove STOP Sign on Existing Post and Install New YIELD Sign	EA	4	$ 265	$ 1,060
6.	Mobilization	LS	1	$ 626	$ 626
7.	Traffic Control	LS	1	$ 2,500	$ 2,500
TOTAL BID SCHEDULE C:					$ 27,000

Note: Items may be adjusted or deleted. Any changes to the quantities for these items shall not

constitute a substantial change as referenced in Section 2-6 of the Standard Specifications. Therefore, regardless of total actual volume (percentage) compared to estimated quantities, the unit prices provided above by the Bidder shall be applied to the final quantity when payment is calculated for these items. No adjustment in the unit prices will be allowed. The City reserves the right to not use any of the estimated quantities, and if this right is exercised, the Contractor will not be entitled to any additional compensation. Cost of all export of material shall be included in the above unit costs; no additional compensation will be granted for such expenses.

TOTAL BID PRICE = BID SCHEDULE A + B + C

TOTAL BID PRICE IN DIGITS: $ 793,000

TOTAL BID PRICE IN WORDS: seven hundred and ninety ~~four~~ three thousand ~~dollars~~ dollars even (CK) (CK)

Signature: _____ COREY R. KIRSCHNER Title: CEO Date: 5/19/2026

Signature: _____ JAY KIRSCHNER Title: VP,SEC, TREAS. Date: 5/19/2026

CITY OF ARTESIA

HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) AND TRAFFIC CALMING PROJECT

GENERAL NOTES:

1. SPECIFICATIONS:
   ALL WORK SHALL CONFORM TO THE CITY OF ARTESIA STANDARD PLANS, CALIFORNIA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (CA MUTCD) LATEST EDITION; THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION (GREENBOOK) LATEST EDITION; AND AS DIRECTED BY THE CITY'S REPRESENTATIVE.

2. INSPECTION:
   ALL WORK AND MATERIALS SHALL BE INSPECTED BY THE INSPECTOR OF PUBLIC WORKS DURING CONSTRUCTION PURSUANT TO LATEST EDITION OF STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION (GREENBOOK), AND THE STANDARD PLANS FOR PUBLIC WORKS CONSTRUCTION AS APPLICABLE. CALL THE CITY REPRESENTATIVE AT (562) 865-6262 BEFORE NOON OF THE WORKING DAY BEFORE THE FIRST SCHEDULED DAY OF CONSTRUCTION.

3. PRIOR TO THE START OF ANY CONSTRUCTION, DEMOLITION, REMOVALS, SAWCUTTING, OR INSTALLATION OF TRAFFIC CONTROL, THE CONTRACTOR SHALL MEET WITH THE CITY TO DISCUSS & COORDINATE SAFETY, TRAFFIC CONTROL REQUIREMENTS, PUBLIC ACCESS, CONSTRUCTION IMPACT MITIGATION, REMOVAL LIMITS, AND CONTRACTOR'S PLANNED SEQUENCING OF OPERATIONS. A HEALTH AND SAFETY PLAN HAS BEEN PREPARED & IS A PART OF THE DOCUMENTS. ADDITIONAL REQUIREMENTS BY THE CITY SHALL BE COORDINATED WITH THE CALIFORNIA DEPARTMENT OF TOXIC SUBSTANCES CONTROL.

4. WORK IN PUBLIC STREETS ONCE BEGUN SHALL BE PROSECUTED TO COMPLETION WITHOUT DELAYS SO AS TO PROVIDE MINIMUM INCONVENIENCE TO ADJACENT PROPERTY OWNERS AND THE TRAVELING PUBLIC.

5. UNDERGROUND SERVICE ALERT:
   BEFORE COMMENCING ANY EXCAVATION, THE CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICE ALERT (USA) BY CALLING 811 OR 1-800-422-4133 TWO WORKING DAYS PRIOR TO CONSTRUCTION OR EXCAVATION WORK SO THAT UTILITY OWNERS CAN BE NOTIFIED BY THE CONTRACTOR.

6. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO ARRANGE FOR AND COORDINATE THE RELOCATION OR ADJUSTMENTS OF EXISTING UTILITIES DEEMED NECESSARY BY THE PROPOSED IMPROVEMENTS.

7. CONTRACTOR SHALL CONTACT COUNTY SANITATION DISTRICT OF LOS ANGELES COUNTY, 310-638-1161, 48 HOURS PRIOR TO CONSTRUCTION ACTUAL GRADE ADJUSTMENT OF COUNTY SANITATION DISTRICT MANHOLES TO BE DONE BY THE SANITATION DISTRICTS. CONTRACTOR TO BE RESPONSIBLE FOR EXCAVATION AND RE-PAVING AROUND MANHOLES ONLY.

8. NOTIFICATION:
   AT LEAST TEN (10) DAYS BEFORE THE START OF CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY, IN WRITING, ABUTTING PROPERTY OCCUPANTS OF THE PROPOSED CONSTRUCTION START DATE. A COPY OF SAID WRITTEN NOTIFICATION SHALL BE PROVIDED TO THE PUBLIC WORKS DIRECTOR FOR APPROVAL BEFORE THEY ARE DISTRIBUTED TO THE OCCUPANTS OF THE ABUTTING PROPERTY.

9. ADVANCE CONSTRUCTION NOTICE SIGNS:
   IN ADDITION TO SIGNS REQUIRED BY THE PROVISIONS OF THE "WORK AREA TRAFFIC CONTROL HANDBOOK" (WATCH), LATEST EDITION, FURNISH AND PLACE SIGNS FOR GIVING ADVANCE NOTICE TO MOTORISTS OF TRAFFIC DISRUPTION AS PART OF THIS PROJECT.

10. TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH THE APPLICABLE CASE OF THE THE LATEST EDITION OF THE "WORK AREA TRAFFIC CONTROL HANDBOOK" (WATCH). CONTRACTOR SHALL PROVIDE TRAFFIC CONTROL PLAN FOR REVIEW AND APPROVAL IF NO APPLICABLE CASE.

12. SURVEY MONUMENT:
    THE CONTRACTOR SHALL FURNISH, PRESERVE AND RE-ESTABLISH ALL EXISTING MONUMENTS THAT ARE RECORDED AND/OR IDENTIFIED IN THE LOS ANGELES COUNTY SURVEYOR'S OFFICE AND/OR FIELD BOOK. THE CONTRACTOR SHALL ALSO ESTABLISH ALL CONTROLS AND ELEVATION AS REQUIRED. FOUND MONUMENTS ARE SHOWN ON THE PLAN.

13. TRAFFIC LANE REQUIREMENTS:
    LATEST EDITION AND SUPPLEMENTS OF THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION (GREEN BOOK) WILL BE SATISFACTORY FOR THE TRAFFIC REQUIREMENTS.

14. TRAFFIC SIGNING, LOOP REPLACEMENT, AND THE INSTALLATION THEREOF SHALL CONFORM TO THE STATE OF CALIFORNIA STANDARD PLANS AND SPECIFICATION, DATED 2018 AND THE LATEST REVISIONS, THE CALIFORNIAN MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (CA MUTCD) LATEST EDITION, THESE PLANS, AND THE SPECIAL PROVISIONS.

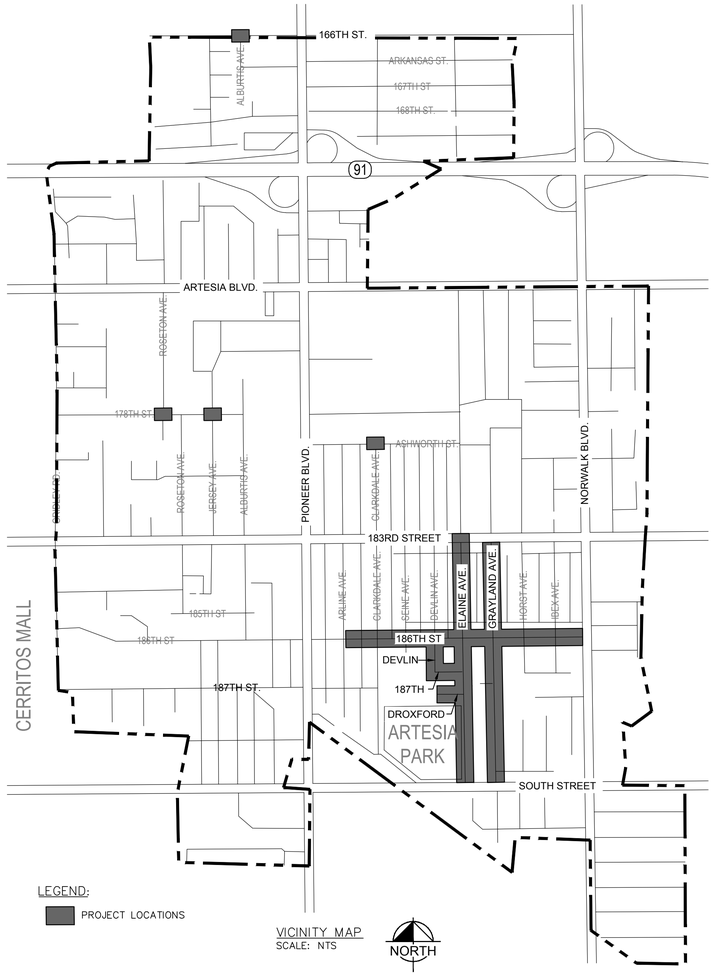
15. THE CONTRACTOR SHALL COORDINATE WITH THE CITY'S MAINTENANCE CONTRACTOR TO DISABLE THE TRAFFIC SIGNAL LOOP DETECTION AND RESET SIGNAL OPERATION TO TIME BASED.

16. PROJECT COMPLETION AND CLOSURE:
    UPON RECEIVING A STATEMENT OF COMPLETION FORM FROM THE PUBLIC WORKS INSPECTOR (OR WHEN CONSTRUCTION IS NEARING A FINAL INSPECTION), THE CONTRACTOR SHALL:

    A. NOTIFY THE ENGINEER OF RECORD TO PREPARE AND SUBMIT "AS-BUILT" PLANS. ALL PROJECT FINAL INSPECTIONS SHALL BE PLACED ON HOLD UNTIL THE CONTRACTOR AND ENGINEER OF RECORD COLLABORATELY SUBMIT AS-BUILT PLANS FOR PRE-APPROVAL.

    B. PROVIDE COPIES OF CHANGE ORDER FORMS SIGNED BY ALL OFFICES TO THE ENGINEER OF RECORD.

    C. UNLESS OTHERWISE INDICATED, THE ENGINEER OF RECORD IS RESPONSIBLE FOR PREPARING "AS-BUILT" PLANS IN COORDINATION WITH THE CONTRACTOR. AS BUILT PLANS WITH ASSOCIATED CHANGE ORDER FORMS SHALL BE SUBMITTED BY THE CONTRACTOR TO THE ENGINEER OF RECORDS.



NOTICE TO CONTRACTORS

THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITY PIPES, CONDUITS, OR STRUCTURES SHOWN ON THESE PLANS ARE OBTAINED BY A SEARCH OF THE AVAILABLE RECORDS. APPROVAL OF THESE PLANS BY THE CITY OF ARTESIA DOES NOT CONSTITUTE A REPRESENTATION AS TO THE ACCURACY OR COMPLETENESS OF THE LOCATION OR THE EXISTING OF ANY UTILITY PIPE OR STRUCTURE WITHIN THE LIMITS OF THIS PROJECT. THE CONTRACTOR IS REQUIRED TO TAKE ALL DUE PRECAUTIONARY MEANS TO PROTECT THE UTILITY LINES OR STRUCTURES SHOWN OR NOT SHOWN ON THESE PLANS.

CONTRACTOR AGREES THAT HE SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR THE JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSON AND PROPERTY; THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS; THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE OWNER AND THE ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT.

ABBREVIATIONS

AB	AGGREGATE BASE	NO.	NUMBER
AC	ASPHALT CONCRETE	N.T.S.	NOT TO SCALE
ARHM	ASPHALT RUBBER HOT MIX	PCC	PORTLAND CONCRETE CEMENT
BCR	BEGINNING OF CURB RETURN	PP	POWER POLE
CB	CATCH BASIN	PVMT	PAVEMENT
CF	CURB FACE	SD	STORM DRAIN
CL	CENTER LINE	SDMH	STORM DRAIN MANHOLE
CONT.	CONTINUATION	SMH	SEWER MANHOLE
DWY	DRIVEWAY	SS	SANITARY SEWER
EG	EDGE OF GUTTER	STA	STATION
(E)	EXISTING	STD.	STANDARD
FH	FIRE HYDRANT	SPPWC	STANDARD PLANS FOR PUBLIC WORKS CONSTRUCTION
FL	FLOWLINE		
FS	FINISH SURFACE		
FT	FEET	TMH	TOP OF MANHOLE
FW	FIRE WATER	TC	TOP OF CURB
GM	GAS METER	TG	TOP OF GRATE
GSW	GOLDEN STATE WATER	TS	TRAFFIC SIGNAL
H.P.	HIGH POINT	TW	TOP OF WALL
L	LENGTH	TYP.	TYPICAL
MON	MONUMENT	W	WIDTH
MH	MANHOLE	WM	WATER METER
		WV	WATER VALVE

SHEET INDEX

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2	C-2	BMP NOTES AND TYPICAL SECTIONS
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5	C-5	ELAINE AVENUE STREET IMPROVEMENT PLAN
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11	C-11	186TH STREET SIGNING & STRIPING PLAN
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15	C-15	SIGNING & STRIPING PLAN DETAILS
16	C-20	DETAILS
17	C-21	STRIPING DETAILS
18	C-22	SIGNING & STRIPING DETAILS

811

DIAL TOLL FREE
811

Know what's below.
Call before you dig.

AT LEAST TWO DAYS BEFORE YOU DIG

UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

IMPORTANT NOTICE

SECTION 4216/4217 OF THE GOVERNMENT CODE REQUIRES A DIG ALERT IDENTIFICATION NUMBER BE ISSUED BEFORE A "PERMIT TO EXCAVATE" WILL BE VALID. FOR YOUR DIG ALERT I.D. NUMBER CALL UNDERGROUND SERVICE ALERT TOLL FREE 1-800-442-4133 TWO WORKING DAYS BEFORE YOU DIG.

IMPORTANT NOTICE

CONTRACTOR SHALL VERIFY LOCATIONS OF ALL UTILITIES WHETHER SHOWN OR NOT SHOWN ON THE PLANS PRIOR TO EXCAVATION. ANY DAMAGES TO EXISTING UTILITIES SHALL BE REPAIRED AT THE CONTRACTOR'S EXPENSE AND NO ADDITIONAL COMPENSATION WILL BE MADE.

REVISIONS:

NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER — RONALDO G. IBARRA — No. C 66789 — CIVIL — STATE OF CALIFORNIA

PLANS PREPARED BY:
CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
18747 CLARKDALE AVENUE
ARTESIA, CA 90701
PHONE: 562-865-6262

ERNESTO SANCHEZ
PUBLIC WORKS MANAGER

RON IBARRA, PE
CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	4/2/2026
DRAFTED BY: R. IBARRA	4/2/2026
CHECKED BY: E. SANCHEZ	4/2/2026
APPROVED BY: A. AVALOS	4/2/2026

PROJECT: HSIP AND TRAFFIC CALMING PROJECT

SHEET: TITLE SHEET & VICINITY MAP

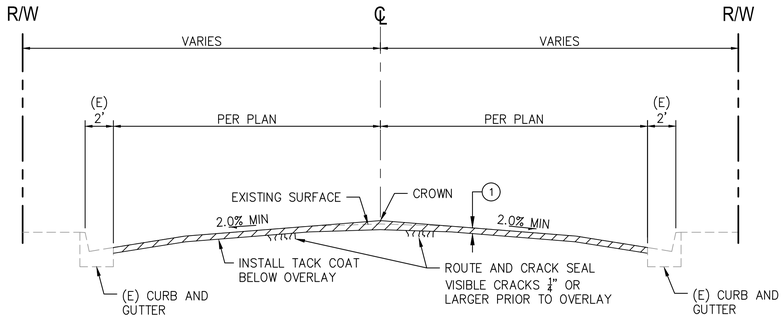
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CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

SHEET NO. 1 OF 18

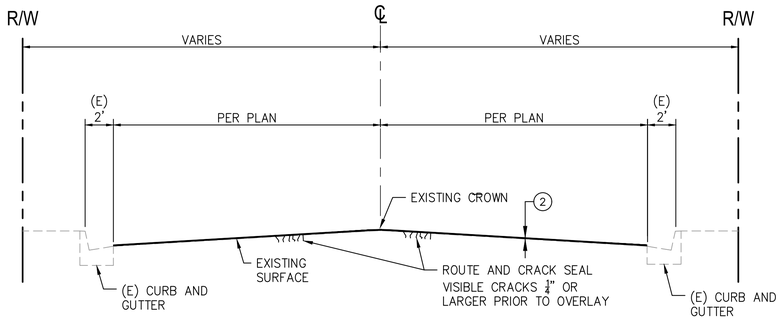
BEST MANAGEMENT PRACTICES NOTES

1. EVERY EFFORT SHOULD BE MADE TO ELIMINATE THE DISCHARGE OF NON–STORMWATER FROM THE PROJECT SITE AT ALL TIMES.
2. ERODED SEDIMENTS AND OTHER POLLUTANTS MUST BE RETAINED ON–SITE AND MAY NOT BE TRANSPORTED FROM THE SITE VIA SHEET FLOW, SWALES, AREA DRAINS, NATURAL DRAINAGE COURSES OR WIND.
3. STOCKPILES OF EARTH AND OTHER CONSTRUCTION RELATED MATERIALS MUST BE PROTECTED FROM BEING TRANSPORTED FROM THE SITE BY THE FORCES OF WIND OR WATER.
4. FUELS, OILS, SOLVENTS, AND OTHER TOXIC MATERIALS MUST BE STORED IN ACCORDANCE WITH THEIR LISTING AND ARE NOT TO CONTAMINATE THE SOIL AND SURFACE WATERS. ALL APPROVED STORAGE CONTAINERS ARE TO BE PROTECTED FROM THE WEATHER. SPILLS MUST BE CLEANED UP IMMEDIATELY AND DISPOSED OF IN A PROPER MANNER. SPILLS MAY NOT BE WASHED INTO THE DRAINAGE SYSTEM.
5. EXCESS OR WASTE CONCRETE MAY NOT BE WASHED INTO THE PUBLIC WAY OR ANY OTHER DRAINAGE SYSTEM. PROVISIONS SHALL BE MADE TO RETAIN CONCRETE WASTES ON–SITE UNTIL THEY CAN BE DISPOSED OF AS SOLID WASTE.
6. TRASH AND CONSTRUCTION RELATED SOLID WASTES MUST BE DEPOSITED INTO A COVERED RECEPTACLE TO PREVENT CONTAMINATION OF RAINWATER AND DISPERSAL BY WIND.
7. SEDIMENTS AND OTHER MATERIALS MAY NOT BE TRACKED FROM THE SITE BY VEHICLE TRAFFIC. THE CONSTRUCTION ENTRANCE ROADWAYS MUST BE STABILIZED SO AS TO INHIBIT SEDIMENTS FROM BEING DEPOSITED INTO THE PUBLIC WAY. ACCIDENTAL DEPOSITIONS MUST BE SWEPT UP IMMEDIATELY AND MAY NOT BE WASHED DOWN BY RAIN OR OTHER MEANS.
8. ANY SLOPES WITH DISTURBED SOILS OR DENUDED OF VEGETATION MUST BE STABILIZED SO AS TO INHIBIT EROSION BY WIND AND WATER.
9. ALL CATCH BASINS AND CURB INLETS SHALL BE PROTECTED FROM RECEIVING RUNOFF FROM UNSTABILIZED OR OTHERWISE ACTIVE WORK AREAS. INLET PROTECTION SHALL BE USED IN CONJUNCTION WITH OTHER EROSION AND SEDIMENT CONTROLS TO PREVENT SEDIMENT LADEN STORMWATER AND NON–STORMWATER DISCHARGES FROM ENTERING THE STORM DRAIN SYSTEM.



TYPICAL SECTION FOR COLDMILL & OVERLAY

N.T.S.



TYPICAL SECTION FOR SLURRY SEAL

NTS

GENERAL NOTES

1. AFTER ENTIRE COLD MILL STAGE OR BEFORE SLURRY SEAL INSTALLATION, ROUTE AND CRACK SEAL VISIBLE CRACK ¼" OR LARGER PRIOR TO OVERLAY OR SLURRY SEALING.

CONSTRUCTION NOTES

(1) COLD MILL 2" OF EXISTING ASPHALT CONCRETE AND REPAVE WITH A MINIMUM OF 2" ASPHALT (C2 PG 64–10).

(2) SEAL CRACKS AND INSTALL SLURRY SEAL. REMOVE ALL EXISTING STRIPING, MARKERS, AND PAVEMENT MARKINGS PRIOR TO INSTALLATION.

REVISIONS:		
NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER — RONALDO G. IBARRA — No. C 66789 — CIVIL — STATE OF CALIFORNIA

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CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
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ARTESIA, CA 90701
PHONE: 562–865–6262

ERNESTO SANCHEZ — PUBLIC WORKS MANAGER
RON IBARRA, PE — CIVIL ENGINEER

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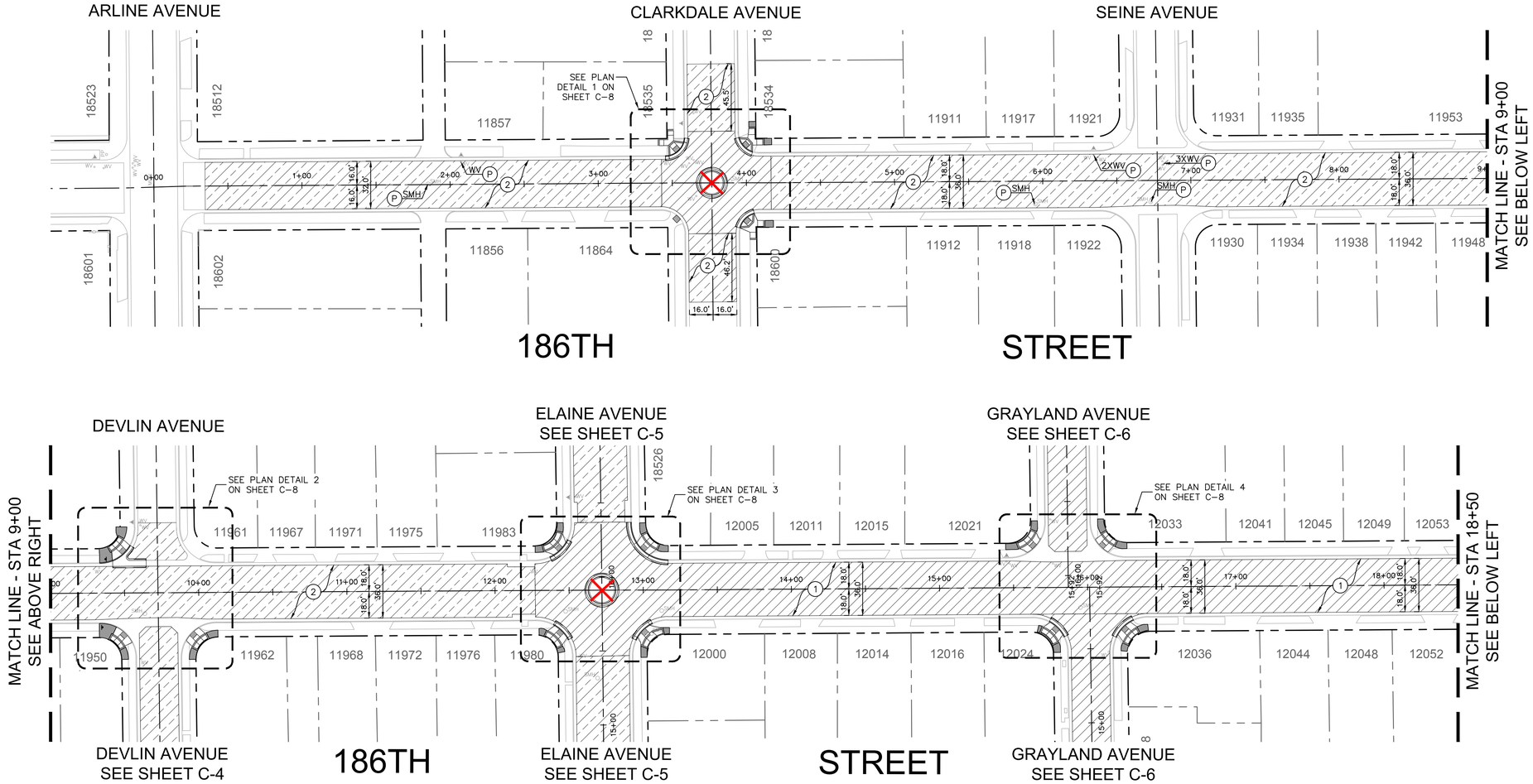
ARTESIA CALIFORNIA

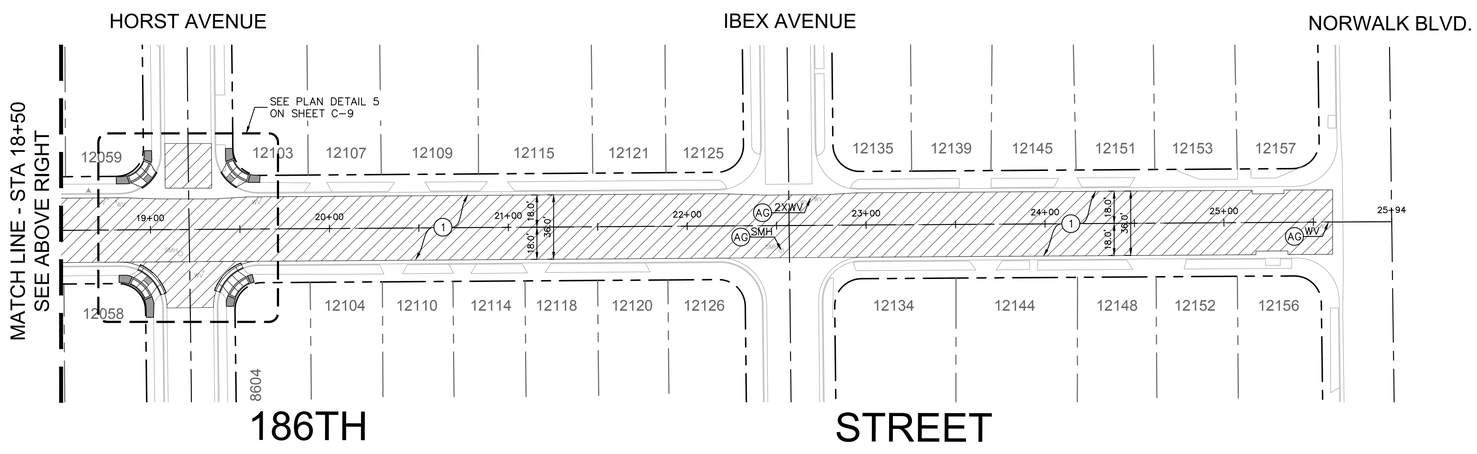
PROJECT: HSIP AND TRAFFIC CALMING PROJECT

SHEET: BMP NOTES AND TYPICAL SECTIONS

C-2

CITY OF ARTESIA
DEPARTMENT OF ENGINEERING





GENERAL NOTES

1. THE CONTRACTOR SHALL FURNISH, PRESERVE, AND RE-ESTABLISH ALL EXISTING "STREET CENTERLINE" MONUMENTS THAT ARE RECORDED AND/OR IDENTIFIED IN THE LOS ANGELES COUNTY SURVEYOR'S OFFICE AND/OR FIELD BOOK. THE CONTRACTOR SHALL ALSO ESTABLISH ALL CONTROLS AND ELEVATIONS AS REQUIRED AND AS SHOWN ON THE PLAN OR AS DIRECTED BY THE ENGINEER.

CONSTRUCTION NOTES

(1) COLD MILL 2" OF EXISTING ASPHALT CONCRETE AND REPAVE WITH A MINIMUM OF 2" ASPHALT (C2 PG 64-10)

(2) SEAL CRACKS AND INSTALL SLURRY SEAL. REMOVE ALL EXISTING STRIPING, MARKERS, AND PAVEMENT MARKINGS PRIOR TO INSTALLATION.

(P) PROTECT IN PLACE (ITEM AS NOTED)

(AG) ADJUST TO GRADE (ITEM AS NOTED)

LEGEND

LIMITS OF COLD MILL AND ASPHALT OVERLAY

LIMITS OF SLURRY SEAL

APPARENT CENTERLINE

GRAPHIC SCALE
0 10 40 80 120
SCALE: 1"=40'

REVISIONS:		
NO.	DATE	DESCRIPTION

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ERNESTO SANCHEZ
PUBLIC WORKS MANAGER

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ARTESIA CALIFORNIA

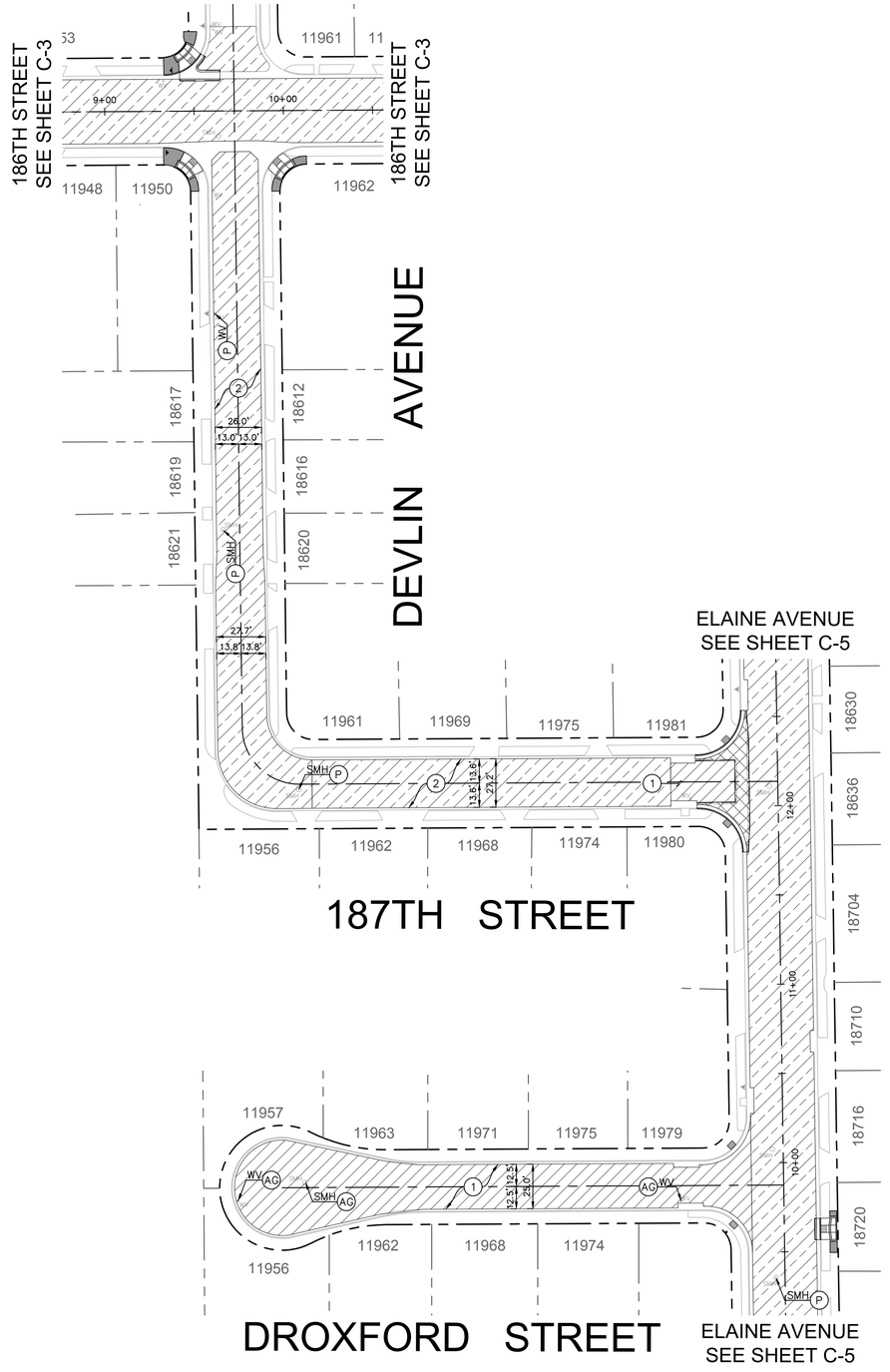
PROJECT: HSIP AND TRAFFIC CALMING PROJECT

SHEET: 186TH STREET
STREET IMPROVEMENT PLAN

CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

C-3

SHEET NO. 3 OF 18



GENERAL NOTES

1. THE CONTRACTOR SHALL FURNISH, PRESERVE, AND RE-ESTABLISH ALL EXISTING "STREET CENTERLINE" MONUMENTS THAT ARE RECORDED AND/OR IDENTIFIED IN THE LOS ANGELES COUNTY SURVEYOR'S OFFICE AND/OR FIELD BOOK. THE CONTRACTOR SHALL ALSO ESTABLISH ALL CONTROLS AND ELEVATIONS AS REQUIRED AND AS SHOWN ON THE PLAN OR AS DIRECTED BY THE ENGINEER.

CONSTRUCTION NOTES

(1) COLD MILL 2" OF EXISTING ASPHALT CONCRETE AND REPAVE WITH A MINIMUM OF 2" ASPHALT (C2 PG 64-10)

(2) SEAL CRACKS AND INSTALL SLURRY SEAL. REMOVE ALL EXISTING STRIPING, MARKERS, AND PAVEMENT MARKINGS PRIOR TO INSTALLATION.

(P) PROTECT IN PLACE (ITEM AS NOTED)

(AG) ADJUST TO GRADE (ITEM AS NOTED)

LEGEND

LIMITS OF COLD MILL AND ASPHALT OVERLAY

LIMITS OF SLURRY SEAL

APPARENT CENTERLINE

GRAPHIC SCALE
0 10 40 80 120
SCALE: 1"=40'

REVISIONS:

NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER
RONALDO G. IBARRA
No. C 66789
CIVIL
STATE OF CALIFORNIA

PLANS PREPARED BY:
CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
18747 CLARKDALE AVENUE
ARTESIA, CA 90701
PHONE: 562-865-6262

ERNESTO SANCHEZ
PUBLIC WORKS MANAGER

RON IBARRA, PE
CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	4/2/2026
DRAFTED BY: R. IBARRA	4/2/2026
CHECKED BY: E. SANCHEZ	4/2/2026
APPROVED BY: A. AVALOS	4/2/2026

ARTESIA CALIFORNIA

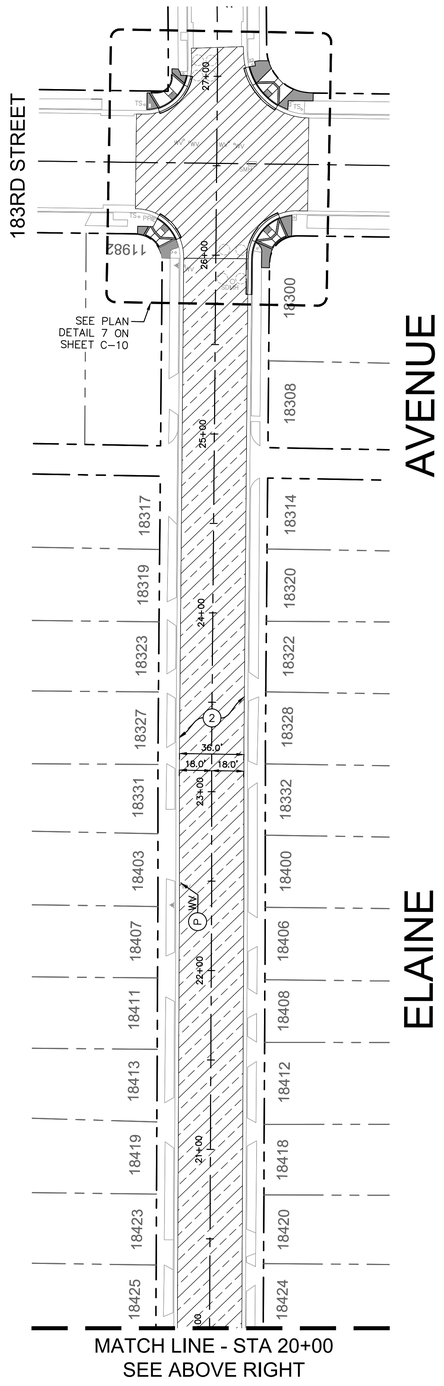
PROJECT: HSIP AND TRAFFIC CALMING PROJECT

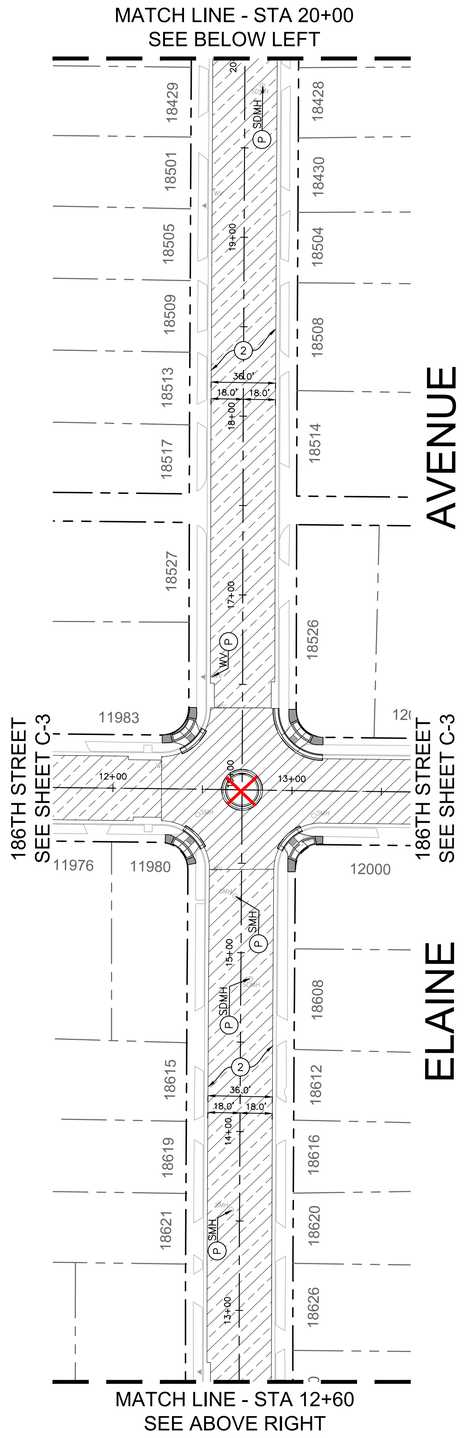
SHEET: DEVLIN AVENUE, 187TH AND DROXFORD STREET STREET IMPROVEMENT PLAN

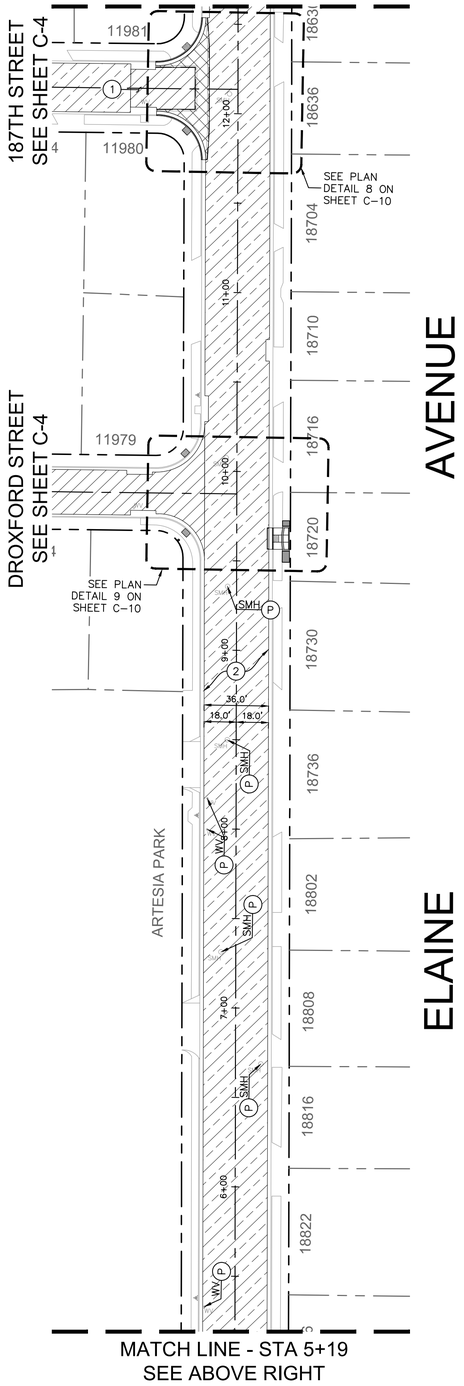
CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

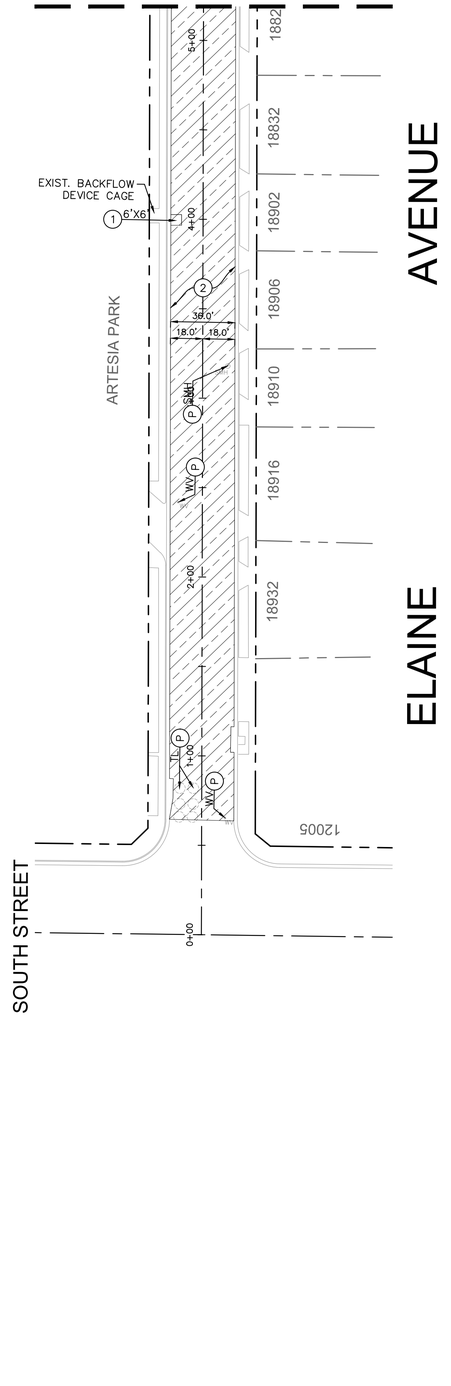
C-4

SHEET NO. 4 OF 18









GENERAL NOTES

1. THE CONTRACTOR SHALL FURNISH, PRESERVE, AND RE-ESTABLISH ALL EXISTING "STREET CENTERLINE" MONUMENTS THAT ARE RECORDED AND/OR IDENTIFIED IN THE LOS ANGELES COUNTY SURVEYOR'S OFFICE AND/OR FIELD BOOK. THE CONTRACTOR SHALL ALSO ESTABLISH ALL CONTROLS AND ELEVATIONS AS REQUIRED AND AS SHOWN ON THE PLAN OR AS DIRECTED BY THE ENGINEER.

CONSTRUCTION NOTES

(1) COLD MILL 2" OF EXISTING ASPHALT CONCRETE AND REPAVE WITH A MINIMUM OF 2" ASPHALT (C2 PG 64-10)

(2) SEAL CRACKS AND INSTALL SLURRY SEAL. REMOVE ALL EXISTING STRIPING, MARKERS, AND PAVEMENT MARKINGS PRIOR TO INSTALLATION.

(P) PROTECT IN PLACE (ITEM AS NOTED)

LEGEND

- LIMITS OF COLD MILL AND ASPHALT OVERLAY
- LIMITS OF SLURRY SEAL
- APPARENT CENTERLINE

GRAPHIC SCALE
0 10 40 80 120
SCALE: 1"=40'

REVISIONS:		
NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER RONALDO G. IBARRA No. C 66789 CIVIL STATE OF CALIFORNIA

PLANS PREPARED BY:
CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
18747 CLARKDALE AVENUE
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PHONE: 562-865-6262

ERNESTO SANCHEZ
PUBLIC WORKS MANAGER

RON IBARRA, PE
CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	4/2/2026
DRAFTED BY: R. IBARRA	4/2/2026
CHECKED BY: E. SANCHEZ	4/2/2026
APPROVED BY: A. AVALOS	4/2/2026

ARTESIA CALIFORNIA

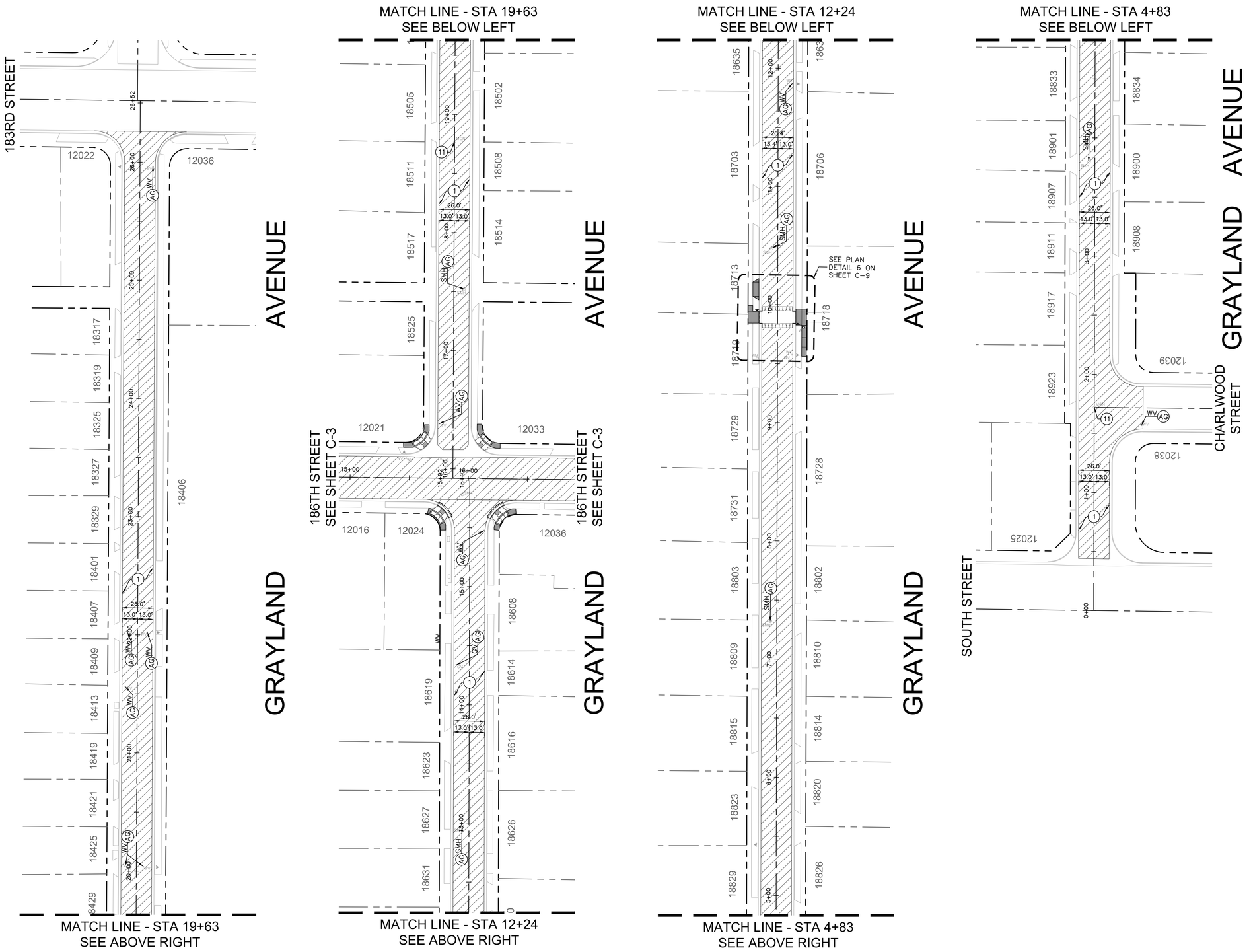
PROJECT: HSIP AND TRAFFIC CALMING PROJECT

SHEET: ELAINE AVENUE STREET IMPROVEMENT PLAN

CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

C-5

SHEET NO. 5 OF 18



GENERAL NOTES

1. THE CONTRACTOR SHALL FURNISH, PRESERVE, AND RE-ESTABLISH ALL EXISTING "STREET CENTERLINE" MONUMENTS THAT ARE RECORDED AND/OR IDENTIFIED IN THE LOS ANGELES COUNTY SURVEYOR'S OFFICE AND/OR FIELD BOOK. THE CONTRACTOR SHALL ALSO ESTABLISH ALL CONTROLS AND ELEVATIONS AS REQUIRED AND AS SHOWN ON THE PLAN OR AS DIRECTED BY THE ENGINEER.

CONSTRUCTION NOTES

(1) COLD MILL 2" OF EXISTING ASPHALT CONCRETE AND REPAVE WITH A MINIMUM OF 2" ASPHALT (C2 PG 64-10)

(11) ADJUST TO GRADE SURVEY MONUMENT. SEE GENERAL NOTE 1 HEREON.

(AG) ADJUST TO GRADE (ITEM AS NOTED)

LEGEND

LIMITS OF COLD MILL AND ASPHALT OVERLAY

APPARENT CENTERLINE

GRAPHIC SCALE
0 10 40 80 120
SCALE: 1"=40'

REVISIONS:

NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER
RONALDO G. IBARRA
No. C 66789
CIVIL
STATE OF CALIFORNIA

PLANS PREPARED BY:
CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
18747 CLARKDALE AVENUE
ARTESIA, CA 90701
PHONE: 562-865-6262

ERNESTO SANCHEZ, PUBLIC WORKS MANAGER
RON IBARRA, PE, CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	4/2/2026
DRAFTED BY: R. IBARRA	4/2/2026
CHECKED BY: E. SANCHEZ	4/2/2026
APPROVED BY: A. AVALOS	4/2/2026

ARTESIA CALIFORNIA

PROJECT: HSIP AND TRAFFIC CALMING PROJECT

SHEET: GRAYLAND AVENUE STREET IMPROVEMENT PLAN

CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

C-6

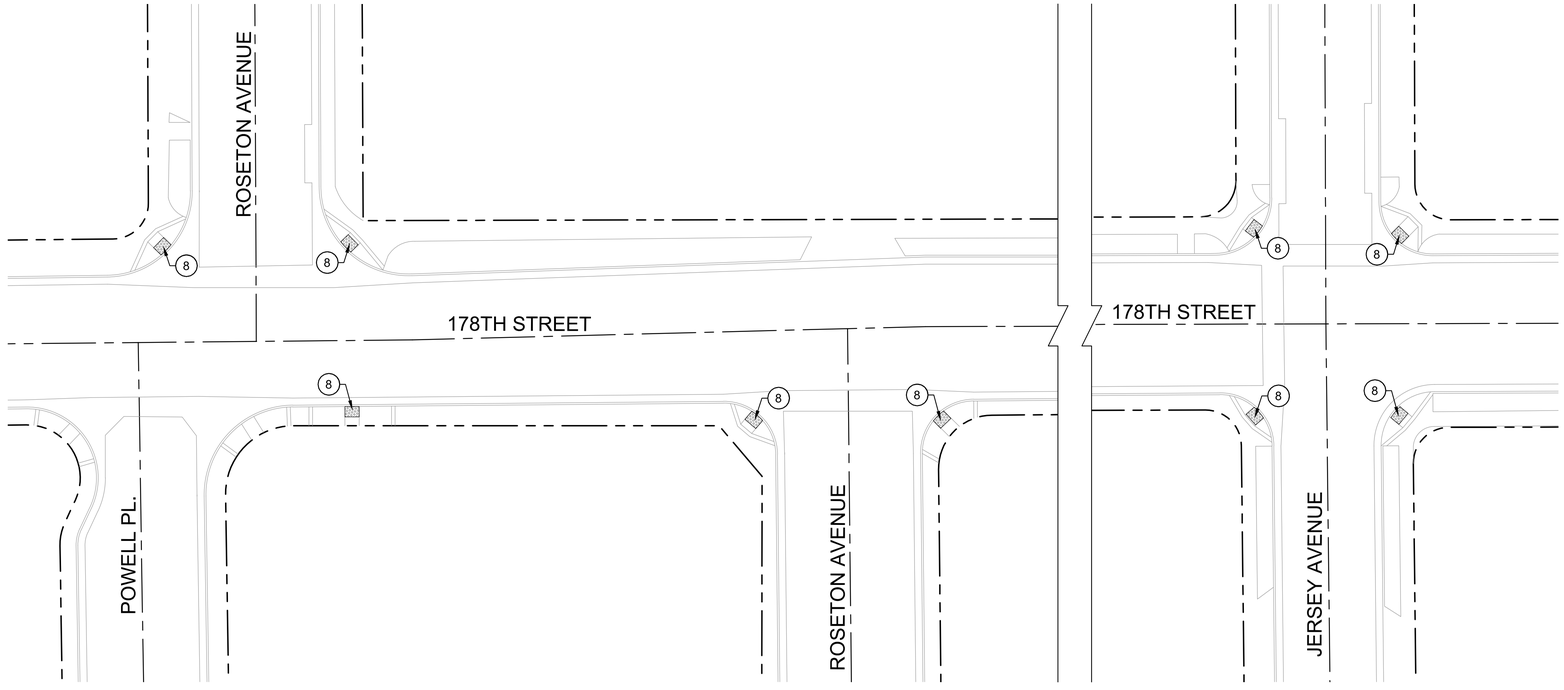
SHEET NO. 6 OF 18



ASHWORTH ST. & CLARKDALE AVE. IMPROVEMENT PLAN
SCALE: 1"=10'



166TH ST. & ALBURTIS AVE. IMPROVEMENT PLAN
SCALE: 1"=10'



178TH ST. AND ROSETON AVE. TO JERSEY AVE. IMPROVEMENT PLAN
SCALE: 1"=20'

CONSTRUCTION NOTES

(3) REMOVE AND DISPOSE OF EXISTING CONCRETE SIDEWALK AND CONSTRUCT SIDEWALK PER CITY OF ARTESIA STD. PLAN 112-2. SEE DETAIL 1 ON SHEET C-20. AREA PER PLAN.

(4) REMOVE AND DISPOSE OF EXISTING CURB RAMP AND SIDEWALK AND CONSTRUCT CURB RAMP PER SPPWC STD. PLAN. 111-5, CASE AND TYPE PER PLAN, WITH SECTION B-B RETAINING CURB.

(8) INSTALL 4'X3' SURFACE MOUNTED ADA TRUNCATED DOMES (FEDERAL YELLOW)

(12) SAWCUT 1' FROM EDGE OF GUTTER AND REMOVE AND DISPOSE OF EXISTING ASPHALT PAVEMENT AND BASE AND INSTALL 6" ASPHALT OVER 6" A.B. (90% COMPACTION) OVER COMPACTED SUBGRADE (95% COMPACTION). AREA PER PLAN.

(P) PROTECT IN PLACE (ITEM AS NOTED)

LEGEND

LIMITS OF PCC SIDEWALK

APPARENT CENTERLINE

GRAPHIC SCALE
0 5 10 20 30
SCALE: 1"=10'

REVISIONS:

NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER RONALDO G. IBARRA No. C 66789 CIVIL STATE OF CALIFORNIA

PLANS PREPARED BY:
CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
18747 CLARKDALE AVENUE
ARTESIA, CA 90701
PHONE: 562-865-6262

ERNESTO SANCHEZ
PUBLIC WORKS MANAGER

RON IBARRA, PE
CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	4/2/2026
DRAFTED BY: R. IBARRA	4/2/2026
CHECKED BY: E. SANCHEZ	4/2/2026
APPROVED BY: A. AVALOS	4/2/2026

ARTESIA CALIFORNIA

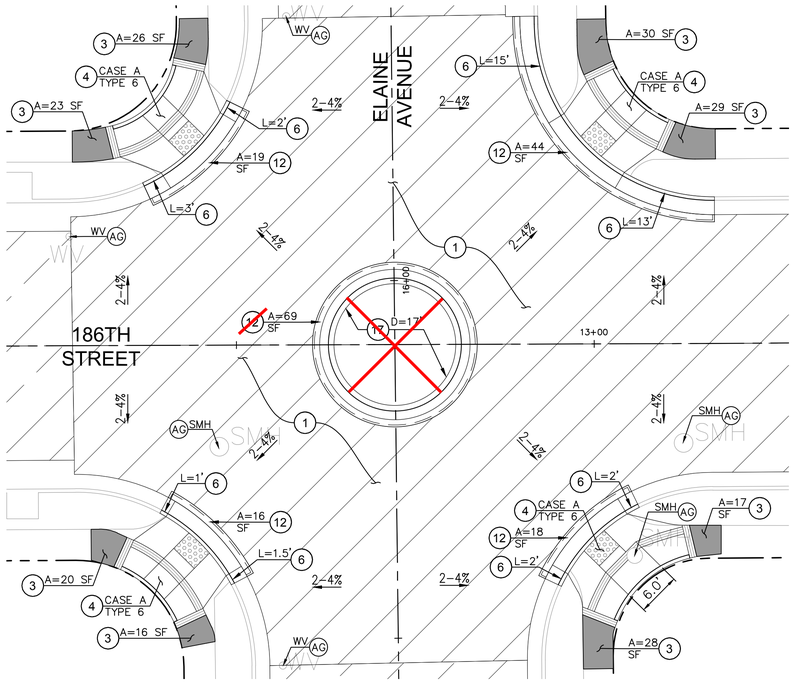
PROJECT: HSIP AND TRAFFIC CALMING PROJECT

SHEET: VARIOUS STREET INTERSECTIONS IMPROVEMENT PLAN

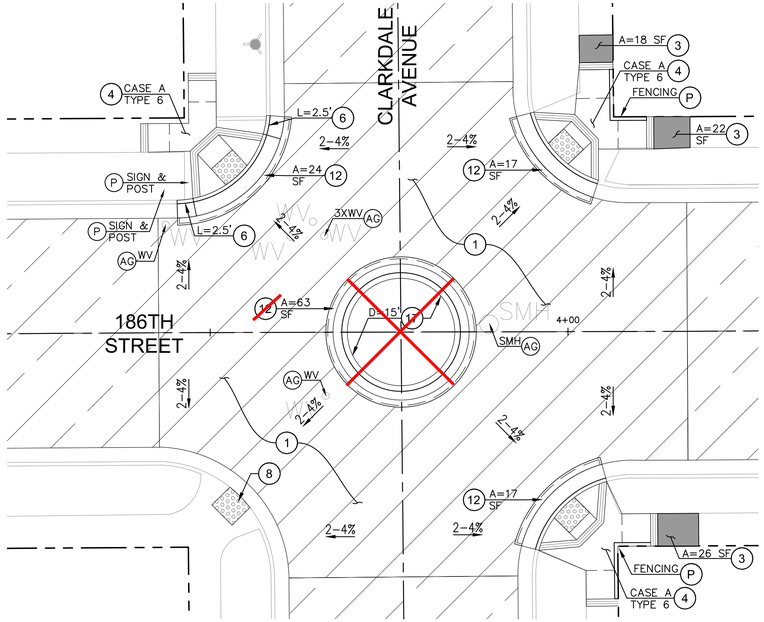
CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

C-7

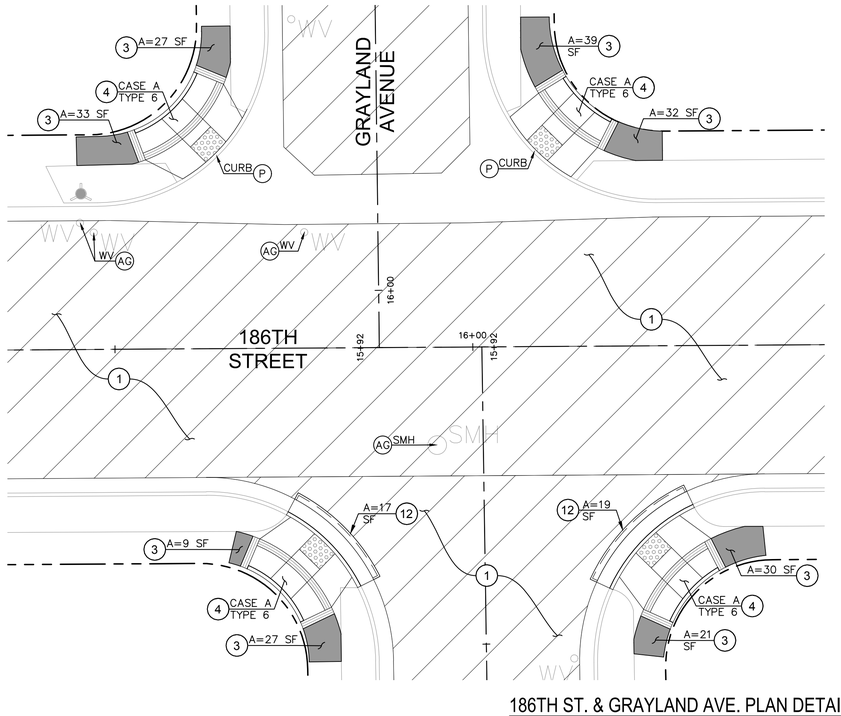
SHEET NO. 7 OF 18



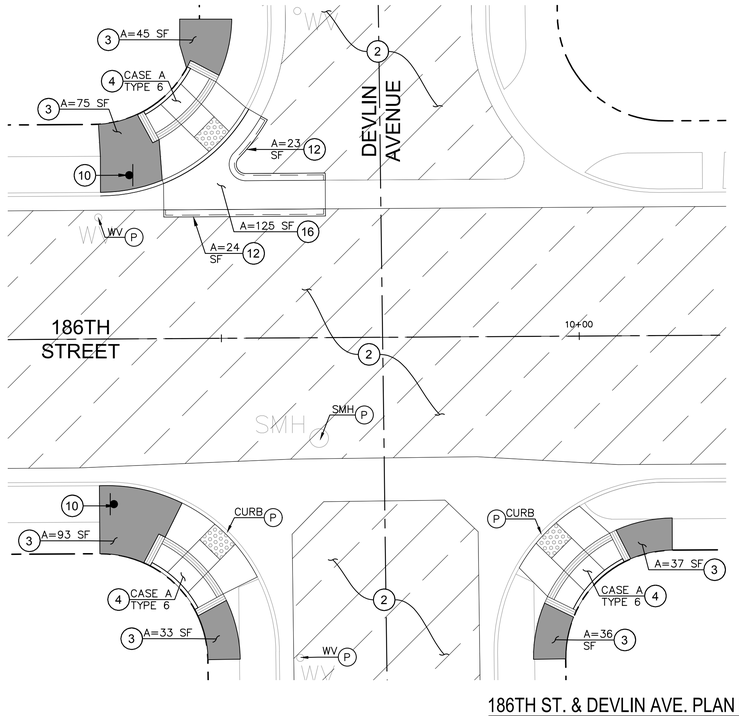
186TH ST. & ELAINE AVE. PLAN DETAILS (3 / C-3)
SCALE: 1"=10'



186TH ST. & CLARKDALE AVE. PLAN DETAILS (1 / C-3)
SCALE: 1"=10'



186TH ST. & GRAYLAND AVE. PLAN DETAILS (4 / C-3)
SCALE: 1"=10'



186TH ST. & DEVLIN AVE. PLAN DETAILS (2 / C-3)
SCALE: 1"=10'

GENERAL NOTES

1. THE CONTRACTOR SHALL FURNISH, PRESERVE, AND RE-ESTABLISH ALL EXISTING "STREET CENTERLINE" MONUMENTS THAT ARE RECORDED AND/OR IDENTIFIED IN THE LOS ANGELES COUNTY SURVEYOR'S OFFICE AND/OR FIELD BOOK. THE CONTRACTOR SHALL ALSO ESTABLISH ALL CONTROLS AND ELEVATIONS AS REQUIRED AND AS SHOWN ON THE PLAN OR AS DIRECTED BY THE ENGINEER.

CONSTRUCTION NOTES

(1) COLD MILL 2" OF EXISTING ASPHALT CONCRETE AND REPAVE WITH A MINIMUM OF 2" ASPHALT (C2 PG 64-10)

(2) SEAL CRACKS AND INSTALL SLURRY SEAL. REMOVE ALL EXISTING STRIPING, MARKERS, AND PAVEMENT MARKINGS PRIOR TO INSTALLATION.

(3) REMOVE AND DISPOSE OF EXISTING CONCRETE SIDEWALK AND CONSTRUCT SIDEWALK PER CITY OF ARTESIA STD. PLAN 112-2. SEE DETAIL 1 ON SHEET C-20. AREA PER PLAN.

(4) REMOVE AND DISPOSE OF EXISTING CURB RAMP AND SIDEWALK AND CONSTRUCT CURB RAMP PER SPPWC STD. PLAN. 111-5, CASE AND TYPE PER PLAN, WITH SECTION B-B RETAINING CURB.

(6) REMOVE AND DISPOSE OF EXIST. CONCRETE CURB & GUTTER AND CONSTRUCT PCC A2-8 CURB AND GUTTER PER SPPWC STD. PLAN 120-3. LENGTH PER PLAN.

(8) INSTALL 4'X3' SURFACE MOUNTED ADA TRUNCATED DOMES (FEDERAL YELLOW)

(10) INSTALL SOLAR POWERED RRFB SYSTEM WITH PUSH BUTTON ACTIVATION AND W11-2 WITH ARROW SIGN, ON POLE WITH FOUNDATION. SEE DETAIL 16 ON SHEET C-22 FOR SIGN TYPE.

(12) SAWCUT 1' FROM EDGE OF GUTTER AND REMOVE AND DISPOSE OF EXISTING ASPHALT PAVEMENT AND BASE AND INSTALL 6" ASPHALT OVER 6" A.B. (90% COMPACTION) OVER COMPACTED SUBGRADE (95% COMPACTION). AREA PER PLAN.

(16) REMOVE AND RECONSTRUCT LONGITUDINAL GUTTER. MATCH EXISTING SECTION AND ESTABLISH POSITIVE DRAINAGE AT FLOWLINES.

~~(17) REMOVE AND DISPOSE OF EXISTING ASPHALT PAVEMENT STRUCTURAL SECTION AND CONSTRUCT ROUND ABOUT RAISED MEDIAN. DIAMETER (D) PER PLAN. SEE DETAIL 4 ON SHEET C-20.~~

(P) PROTECT IN PLACE (ITEM AS NOTED)

(AG) ADJUST TO GRADE (ITEM AS NOTED)

LEGEND

- LIMITS OF COLD MILL AND ASPHALT OVERLAY
- LIMITS OF SLURRY SEAL
- LIMITS OF PCC SIDEWALK
- APPARENT CENTERLINE

GRAPHIC SCALE
0 5 10 20 30
SCALE: 1"=10'

REVISIONS:

NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER — RONALDO G. IBARRA — No. C 66789 — CIVIL — STATE OF CALIFORNIA

PLANS PREPARED BY:
CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
18747 CLARKDALE AVENUE
ARTESIA, CA 90701
PHONE: 562-865-6262

ERNESTO SANCHEZ — PUBLIC WORKS MANAGER
RON IBARRA, PE — CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	4/2/2026
DRAFTED BY: R. IBARRA	4/2/2026
CHECKED BY: E. SANCHEZ	4/2/2026
APPROVED BY: A. AVALOS	4/2/2026

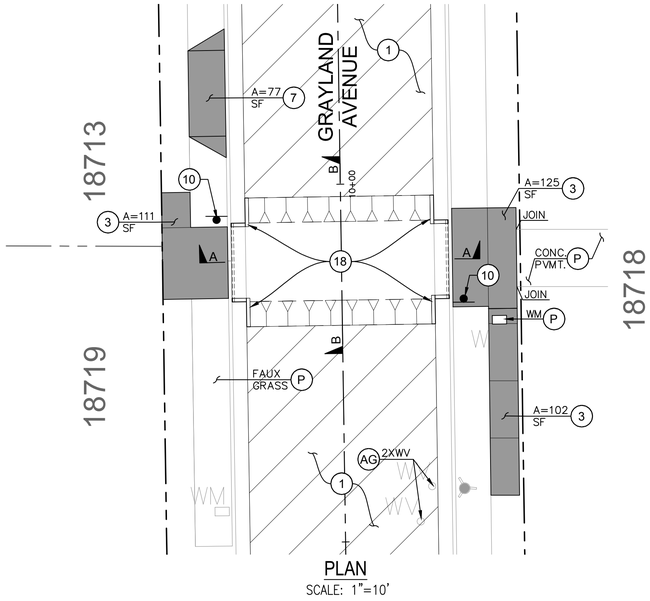
ARTESIA CALIFORNIA

PROJECT: HSIP AND TRAFFIC CALMING PROJECT
SHEET: STREET IMPROVEMENT PLAN DETAILS - 1

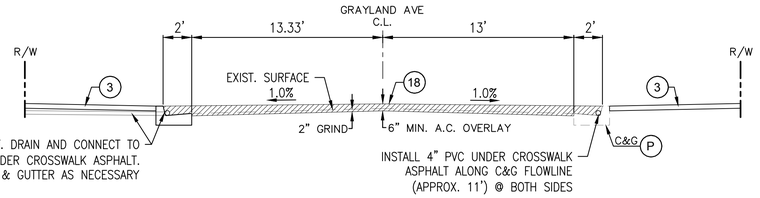
CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

C-8

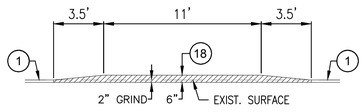
SHEET NO. 8 OF 18



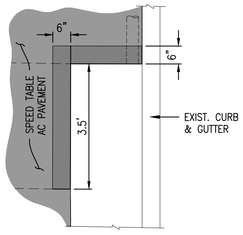
PLAN
SCALE: 1"=10'



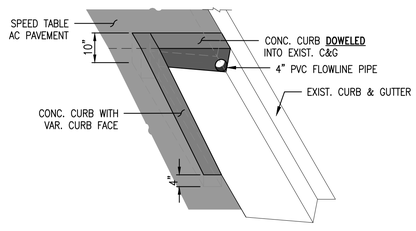
SECTION A-A
SCALE: 1"=5'



SECTION B-B
SCALE: 1"=5'



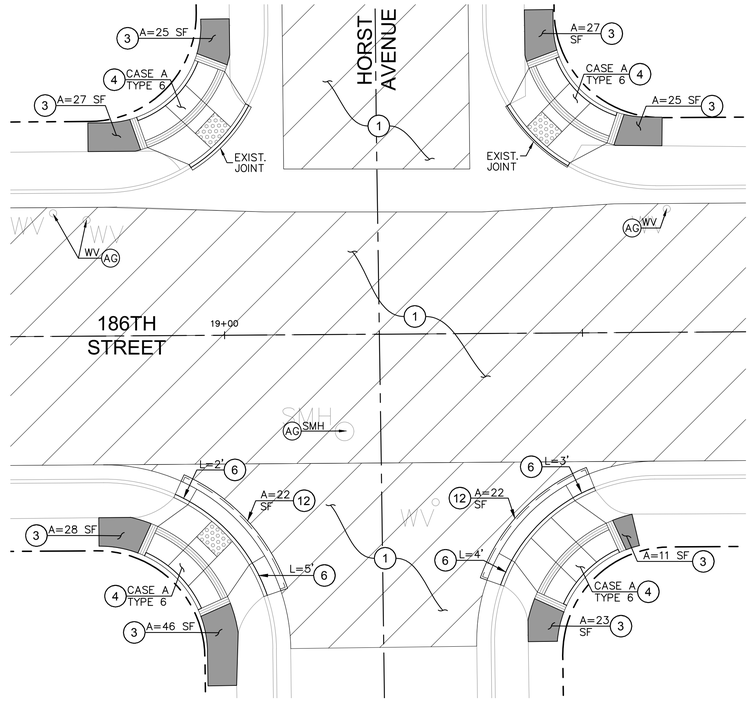
PLAN



ISOMETRIC

DETAIL C: RETAINING CURB
SCALE: 1"=2'

18718 GRAYLAND AVE. DETAILS (6 / C-6)
SCALE: VARIES



186TH ST. & HORST AVE. PLAN DETAILS (5 / C-3)
SCALE: 1"=10'

GENERAL NOTES

1. THE CONTRACTOR SHALL FURNISH, PRESERVE, AND RE-ESTABLISH ALL EXISTING "STREET CENTERLINE" MONUMENTS THAT ARE RECORDED AND/OR IDENTIFIED IN THE LOS ANGELES COUNTY SURVEYOR'S OFFICE AND/OR FIELD BOOK. THE CONTRACTOR SHALL ALSO ESTABLISH ALL CONTROLS AND ELEVATIONS AS REQUIRED AND AS SHOWN ON THE PLAN OR AS DIRECTED BY THE ENGINEER.

CONSTRUCTION NOTES

(1) COLD MILL 2" OF EXISTING ASPHALT CONCRETE AND REPAVE WITH A MINIMUM OF 2" ASPHALT (C2 PG 64-10)

(2) SEAL CRACKS AND INSTALL SLURRY SEAL. REMOVE ALL EXISTING STRIPING, MARKERS, AND PAVEMENT MARKINGS PRIOR TO INSTALLATION.

(3) REMOVE AND DISPOSE OF EXISTING CONCRETE SIDEWALK AND CONSTRUCT SIDEWALK PER CITY OF ARTESIA STD. PLAN 112-2. SEE DETAIL 1 ON SHEET C-20. AREA PER PLAN.

(4) REMOVE AND DISPOSE OF EXISTING CURB RAMP AND SIDEWALK AND CONSTRUCT CURB RAMP PER SPPWC STD. PLAN. 111-5, CASE AND TYPE PER PLAN, WITH SECTION B-B RETAINING CURB.

(6) REMOVE AND DISPOSE OF EXIST. CONCRETE CURB & GUTTER AND CONSTRUCT PCC A2-8 CURB AND GUTTER PER SPPWC STD. PLAN 120-3. LENGTH PER PLAN.

(7) REMOVE AND DISPOSE OF EXISTING CONCRETE DRIVEWAY PAVEMENT AND CONSTRUCT PCC DRIVEWAY PER CITY OF ARTESIA STD. PLAN 110-2. SEE DETAIL 2 ON SHEET C-20.

(10) INSTALL SOLAR POWERED RRFB SYSTEM WITH PUSH BUTTON ACTIVATION AND W11-2 WITH ARROW SIGN, ON POLE WITH FOUNDATION. SEE DETAIL 16 ON SHEET C-22 FOR SIGN TYPE.

(12) SAWCUT 1' FROM EDGE OF GUTTER AND REMOVE AND DISPOSE OF EXISTING ASPHALT PAVEMENT AND BASE AND INSTALL 6" ASPHALT OVER 6" A.B. (90% COMPACTION) OVER COMPACTED SUBGRADE (95% COMPACTION). AREA PER PLAN.

(18) CONSTRUCT RAISED CROSSWALK PER SECTION "A-A" AND "B-B" INCLUDING CONSTRUCTION OF RETAINING CURB PER DETAIL "C" AT FOUR CORNERS.

(P) PROTECT IN PLACE (ITEM AS NOTED)

(AG) ADJUST TO GRADE (ITEM AS NOTED)

LEGEND

- LIMITS OF COLD MILL AND ASPHALT OVERLAY
- LIMITS OF SLURRY SEAL
- LIMITS OF PCC SIDEWALK
- APPARENT CENTERLINE

GRAPHIC SCALE
0 5 10 20 30
SCALE: 1"=10'

REVISIONS:		
NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER — RONALDO G. IBARRA — No. C 66789 — CIVIL — STATE OF CALIFORNIA

PLANS PREPARED BY:
CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
18747 CLARKDALE AVENUE
ARTESIA, CA 90701
PHONE: 562-865-6262

ERNESTO SANCHEZ — PUBLIC WORKS MANAGER
RON IBARRA, PE — CIVIL ENGINEER

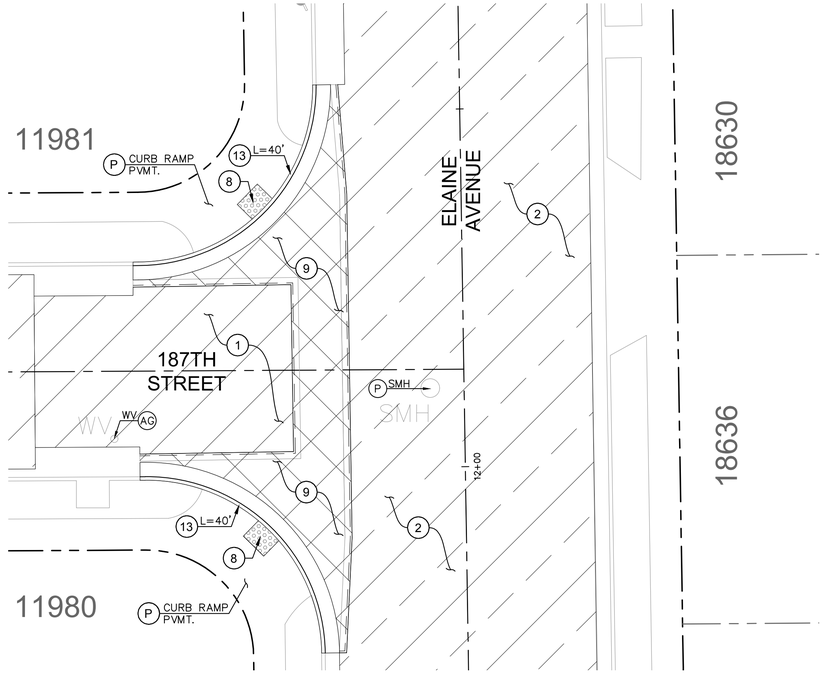
	DATE
DESIGNED BY: R. IBARRA	4/2/2026
DRAFTED BY: R. IBARRA	4/2/2026
CHECKED BY: E. SANCHEZ	4/2/2026
APPROVED BY: A. AVALOS	4/2/2026

ARTESIA CALIFORNIA

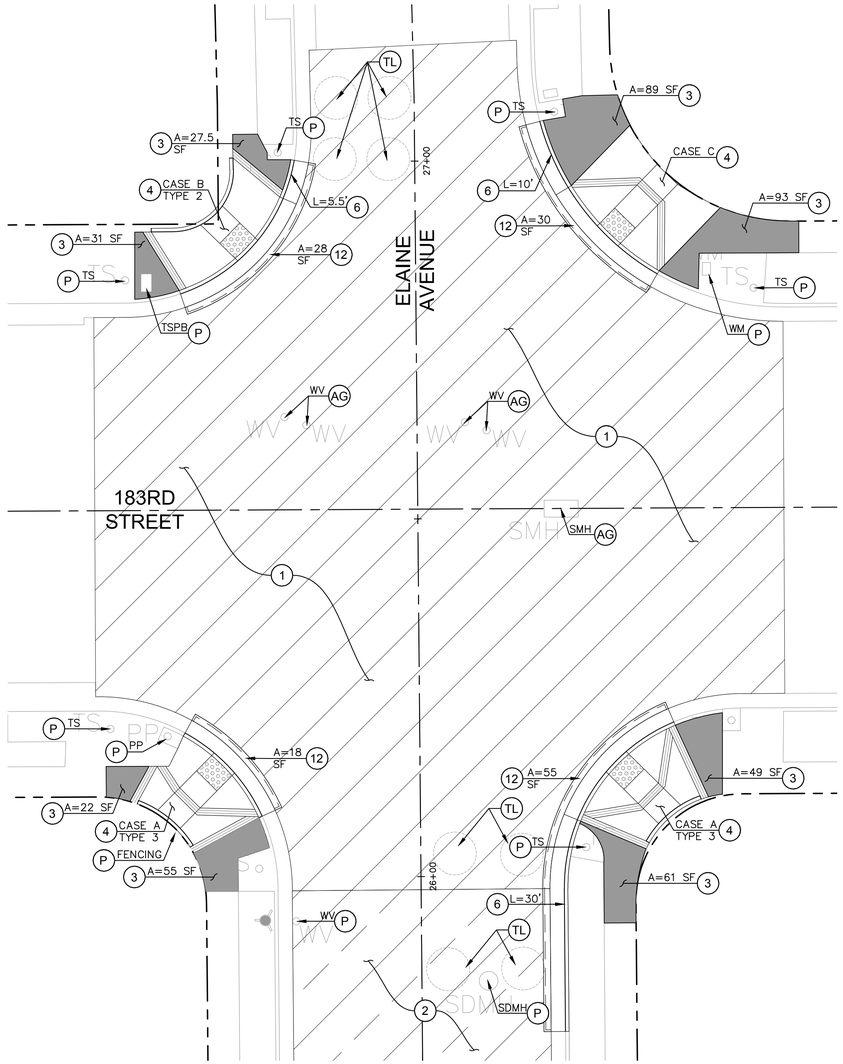
PROJECT: HSIP AND TRAFFIC CALMING PROJECT
SHEET: STREET IMPROVEMENT PLAN DETAILS - 2

CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

C-9



187TH ST. & ELAINE AVE. PLAN DETAILS (8, C-5)
SCALE: 1"=10'



183RD ST. & ELAINE AVE. PLAN DETAILS (7, C-5)
SCALE: 1"=10'

DROXFORD ST. & ELAINE AVE. PLAN DETAILS (9, C-5)
SCALE: 1"=10'

GENERAL NOTES

1. THE CONTRACTOR SHALL FURNISH, PRESERVE, AND RE-ESTABLISH ALL EXISTING "STREET CENTERLINE" MONUMENTS THAT ARE RECORDED AND/OR IDENTIFIED IN THE LOS ANGELES COUNTY SURVEYOR'S OFFICE AND/OR FIELD BOOK. THE CONTRACTOR SHALL ALSO ESTABLISH ALL CONTROLS AND ELEVATIONS AS REQUIRED AND AS SHOWN ON THE PLAN OR AS DIRECTED BY THE ENGINEER.

CONSTRUCTION NOTES

(1) COLD MILL 2" OF EXISTING ASPHALT CONCRETE AND REPAVE WITH A MINIMUM OF 2" ASPHALT (C2 PG 64-10)

(2) SEAL CRACKS AND INSTALL SLURRY SEAL. REMOVE ALL EXISTING STRIPING, MARKERS, AND PAVEMENT MARKINGS PRIOR TO INSTALLATION.

(3) REMOVE AND DISPOSE OF EXISTING CONCRETE SIDEWALK AND CONSTRUCT SIDEWALK PER CITY OF ARTESIA STD. PLAN 112-2. SEE DETAIL 1 ON SHEET C-20. AREA PER PLAN.

(5) REMOVE AND DISPOSE OF EXISTING CONCRETE SIDEWALK AND CONSTRUCT CURB RAMP PER SPPWC STD. PLAN. 111-5, CASE A TYPE 5, WITH SECTION B-B RETAINING CURB.

(6) REMOVE AND DISPOSE OF EXIST. CONCRETE CURB & GUTTER AND CONSTRUCT PCC A2-8 CURB AND GUTTER PER SPPWC STD. PLAN 120-3. LENGTH PER PLAN.

(8) INSTALL 4'X3' SURFACE MOUNTED ADA TRUNCATED DOMES (FEDERAL YELLOW)

(9) SAWCUT PERIMETER AND REMOVE EXISTING BURIED LONGITUDINAL GUTTER AND CONSTRUCT ASPHALT PAVEMENT SECTION. INSTALL 2" C2 PG 64-10 OVER 4" B-PG 64-10 ASPHALT OVER 6" AGGREGATE BASE (95% COMPACTION) OVER 12" SUBGRADE (90% COMPACTION).

(12) SAWCUT 1' FROM EDGE OF GUTTER AND REMOVE AND DISPOSE OF EXISTING ASPHALT PAVEMENT AND BASE AND INSTALL 6" ASPHALT OVER 6" A.B. (90% COMPACTION) OVER COMPACTED SUBGRADE (95% COMPACTION). AREA PER PLAN.

(13) REMOVE AND DISPOSE OF EXIST. CONCRETE CURB & GUTTER AND CONSTRUCT PCC CURB AND GUTTER PER SPPWC STD. PLAN 120-3. LENGTH PER PLAN. VARIABLE CURB FACE HEIGHT TO MATCH EXISTING CURB RAMP'S FINISHED SURFACE.

(14) REMOVE AND DISPOSE OF EXISTING TREE AND INSTALL A NEW MATURE CITY APPROVED TREE. NEW LOCATION PER PLAN.

(15) INSTALL SOLAR SINGLE LAMP AND POST BY GAMA SONIC SOLAR OR APPROVED EQUAL. BLACK CAST ALUMINUM AND BEVELED GLASS PANELS, 87 INCH HEIGHT, 98B001. CONTRACTOR SHALL INSTALL IT ON 12" DIAMETER BY 2 FEET DEEP CONCRETE FOUNDATION. SEE DETAIL 3 ON SHEET C-20.

(P) PROTECT IN PLACE (ITEM AS NOTED)

(AG) ADJUST TO GRADE (ITEM AS NOTED)

(TL) REPLACE EXISTING TRAFFIC LOOPS. CONTRACTOR SHALL COORDINATE WITH THE CITY ENGINEER/REPRESENTATIVE PRIOR TO DEACTIVATION. INSTALL TYPE "E" TRAFFIC DETECTION LOOP. MATCH EXISTING LOCATION.

LEGEND

- LIMITS OF COLD MILL AND ASPHALT OVERLAY
- LIMITS OF SLURRY SEAL
- LIMITS OF REMOVE AND RECOMPACT
- LIMITS OF PCC SIDEWALK
- APPARENT CENTERLINE

GRAPHIC SCALE
0 5 10 20 30
SCALE: 1"=10'

REVISIONS:

NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER — RONALDO G. IBARRA — No. C 66789 — CIVIL — STATE OF CALIFORNIA

PLANS PREPARED BY:
CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
18747 CLARKDALE AVENUE
ARTESIA, CA 90701
PHONE: 562-865-6262

ERNESTO SANCHEZ — PUBLIC WORKS MANAGER
RON IBARRA, PE — CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	4/2/2026
DRAFTED BY: R. IBARRA	4/2/2026
CHECKED BY: E. SANCHEZ	4/2/2026
APPROVED BY: A. AVALOS	4/2/2026

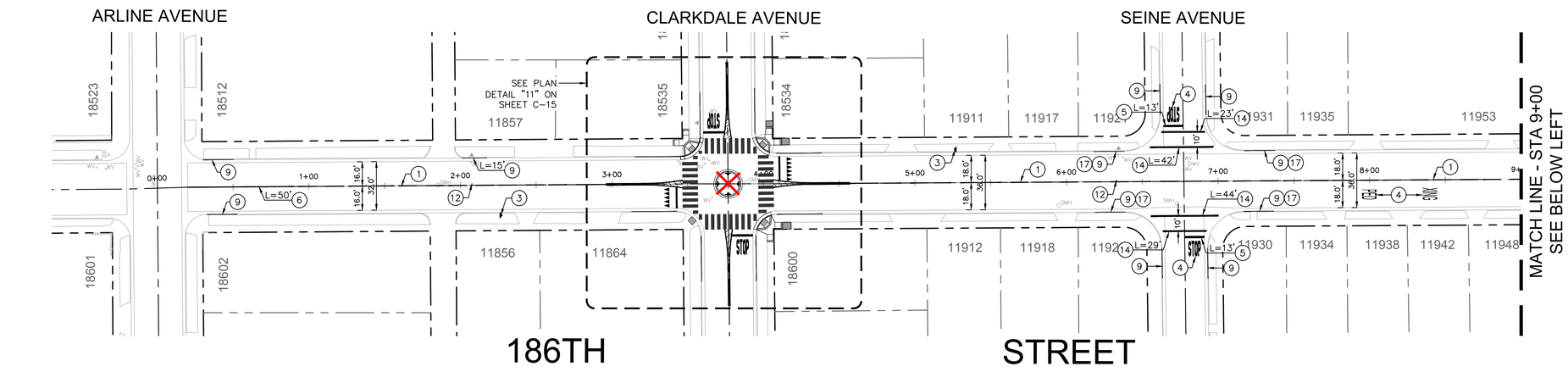
ARTESIA CALIFORNIA

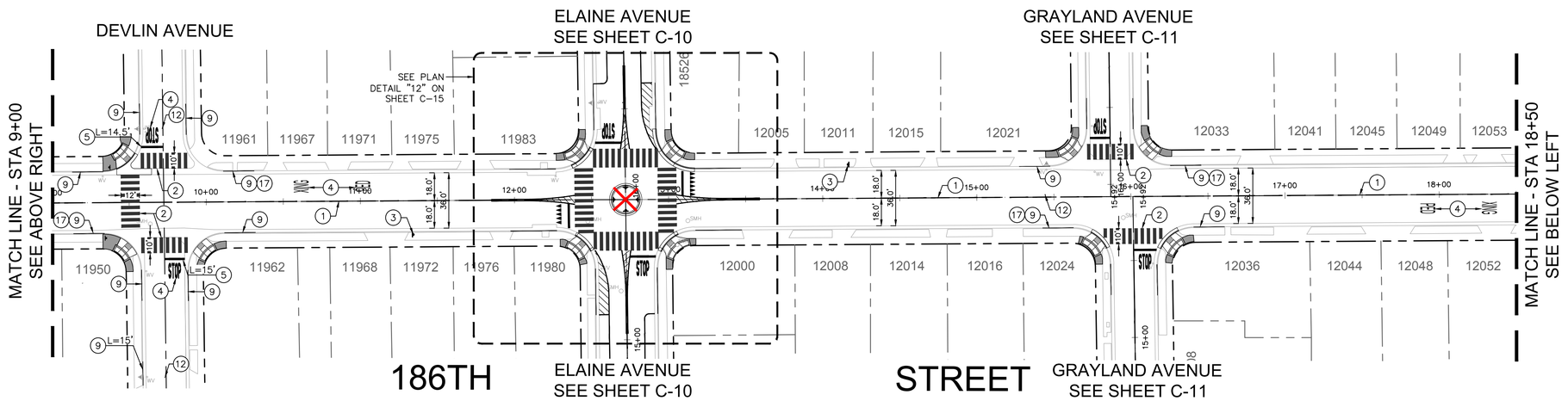
PROJECT: HSIP AND TRAFFIC CALMING PROJECT
SHEET: STREET IMPROVEMENT PLAN DETAILS - 3

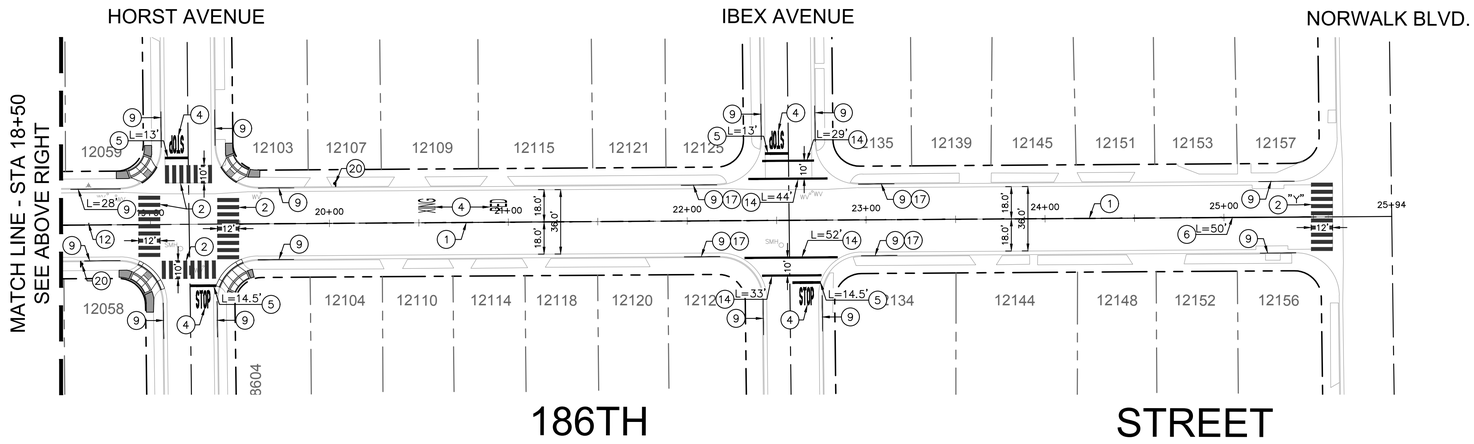
CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

C-10

SHEET NO. 10 OF 18







GENERAL NOTES

1. ALL CROSSWALKS SHALL BE THERMOPLASTIC. ALL OTHER STRIPING AND PAVEMENT MARKINGS SHALL BE PAINT THREE (3) COATS, UNLESS OTHERWISE NOTED. EACH COAT OF PAINT SHALL INCLUDE REFLECTIVE GLASS BEADS.
2. REMOVE EXISTING STRIPING AND PAVEMENT MARKINGS THAT ARE IN CONFLICT WITH NEW STRIPING AND PAVEMENT MARKINGS.
3. SEE SIGNING & STRIPING DETAILS ON SHEETS C-21 TO C-22.
4. THE CONTRACTOR SHALL INSTALL ZUMAR VIS-Z-SHIED ENHANCEMENT TO NEW SIGN POSTS.

CONSTRUCTION NOTES

(1) PAINT CENTERLINE STRIPING PER CALTRANS STD. PLAN A20A DETAIL 2. SEE SHEET C-21.

(2) PAINT CONTINENTAL CROSSWALK PER CALTRANS STD. PLAN A24F WITH 2' WIDE STRIPE WITH 2' SPACING. WIDTH PER PLAN. SEE SHEET C-21. COLOR SHALL BE WHITE UNLESS NOTED A "Y" FOR YELLOW.

(3) INSTALL ROUNDABOUT SIGN, POST, AND FOUNDATION. SEE DETAIL 15 ON SHEET C-22 FOR SIGN TYPE.

(4) PAINT "STOP, XING, OR PED" PAVEMENT MARKING PER CALTRANS STD. PLAN A24D. SEE SHEET C-21.

(5) PAINT 12" WHITE STOP BAR. LENGTH PER PLAN.

(6) PAINT 6" YELLOW CONTINUOUS CENTERLINE STRIPING. LENGTH PER PLAN.

(9) PAINT RED CURB. 20' IN LENGTH UNLESS OTHERWISE NOTED.

(12) INSTALL BLUE REFLECTIVE PAVEMENT MARKER IN FRONT OF FIRE HYDRANT.

(14) PAINT OR REPAINT BASIC CROSSWALK PER CALTRANS STD. PLAN A24F WITH 1' WIDE STRIPE. LENGTH PER PLAN. SEE SHEET C-21.

(17) REPAINT HOUSE NUMBER ON CURB. MATCH EXISTING.

(20) INSTALL W11-2 WITH ARROW SIGN, POST AND FOUNDATION. SEE DETAIL 16 ON SHEET C-22 FOR SIGN TYPE.

GRAPHIC SCALE
0 10 40 80 120
SCALE: 1"=40'

REVISIONS:

NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER RONALDO G. IBARRA No. C 66789 CIVIL STATE OF CALIFORNIA

PLANS PREPARED BY:
CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
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ERNESTO SANCHEZ
PUBLIC WORKS MANAGER

RON IBARRA, PE
CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	4/2/2026
DRAFTED BY: R. IBARRA	4/2/2026
CHECKED BY: E. SANCHEZ	4/2/2026
APPROVED BY: A. AVALOS	4/2/2026

ARTESIA CALIFORNIA

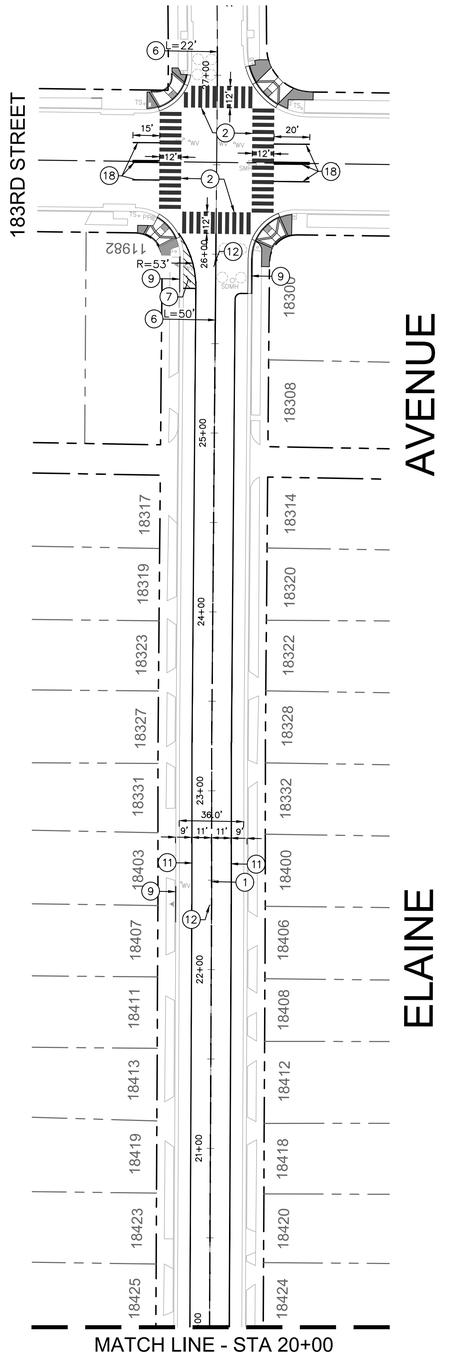
PROJECT: HSIP AND TRAFFIC CALMING PROJECT

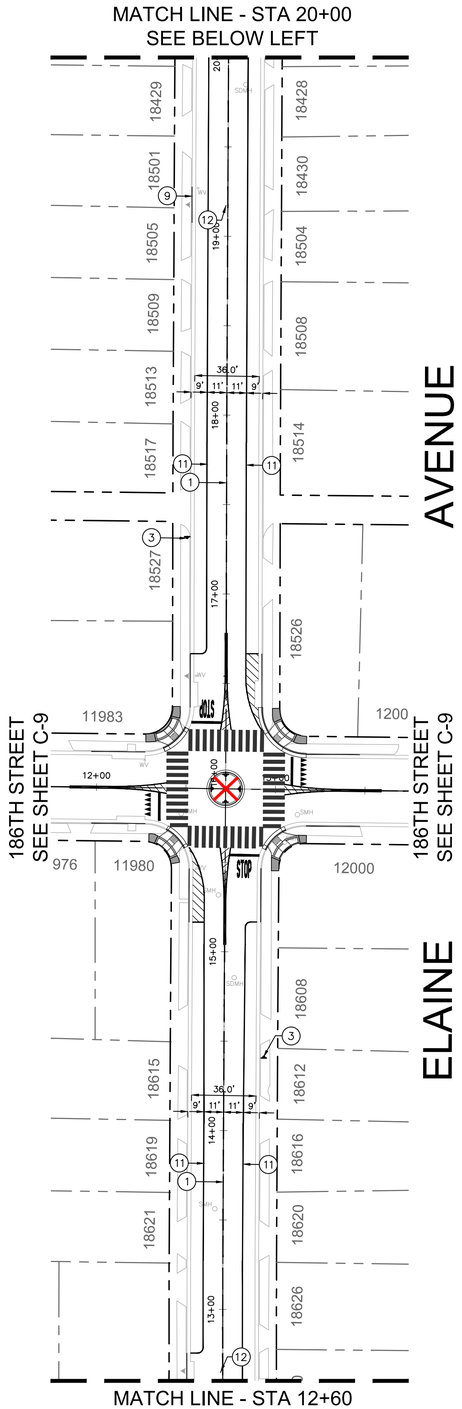
SHEET: 186TH STREET SIGNING & STRIPING PLAN

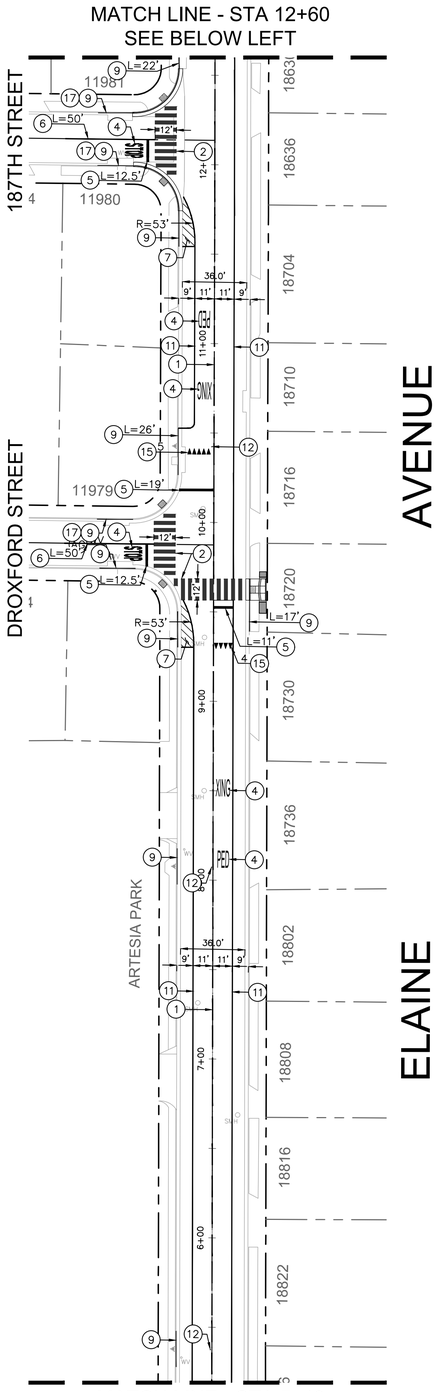
CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

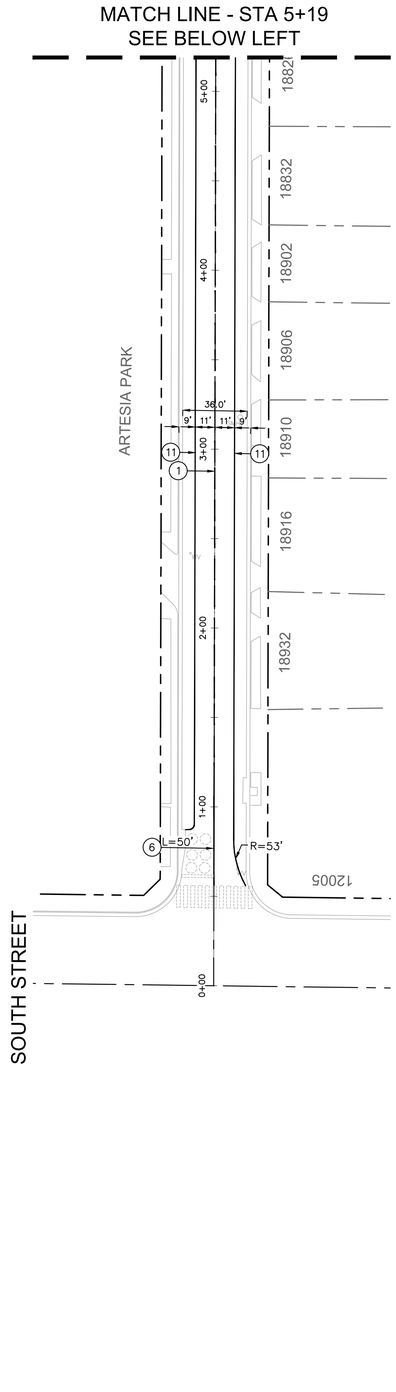
C-11

SHEET NO. 11 OF 18









GENERAL NOTES

1. ALL CROSSWALKS SHALL BE THERMOPLASTIC. ALL OTHER STRIPING AND PAVEMENT MARKINGS SHALL BE PAINT THREE (3) COATS, UNLESS OTHERWISE NOTED. EACH COAT OF PAINT SHALL INCLUDE REFLECTIVE GLASS BEADS.
2. REMOVE EXISTING STRIPING AND PAVEMENT MARKINGS THAT ARE IN CONFLICT WITH NEW STRIPING AND PAVEMENT MARKINGS.
3. SEE SIGNING & STRIPING DETAILS ON SHEETS C-21 TO C-22.
4. THE CONTRACTOR SHALL INSTALL ZUMAR VIS-Z-SHIED ENHANCEMENT TO NEW SIGN POSTS.

CONSTRUCTION NOTES

(1) PAINT CENTERLINE STRIPING PER CALTRANS STD. PLAN A20A DETAIL 2. SEE SHEET C-21.

(2) PAINT CONTINENTAL CROSSWALK PER CALTRANS STD. PLAN A24F WITH 2' WIDE STRIPE WITH 2' SPACING. WIDTH PER PLAN. SEE SHEET C-21. COLOR SHALL BE WHITE UNLESS NOTED A "Y" FOR YELLOW.

(3) INSTALL ROUNDABOUT SIGN, POST, AND FOUNDATION. SEE DETAIL 15 ON SHEET C-22 FOR SIGN TYPE.

(4) PAINT "STOP, XING, OR PED" PAVEMENT MARKING PER CALTRANS STD. PLAN A24D. SEE SHEET C-21.

(5) PAINT 12" WHITE STOP BAR. LENGTH PER PLAN.

(6) PAINT 6" YELLOW CONTINUOUS CENTERLINE STRIPING. LENGTH PER PLAN.

(7) PAINT NO PARKING STRIPING PER DETAIL 14 ON SHEET C-22.

(9) PAINT RED CURB. 20' IN LENGTH UNLESS OTHERWISE NOTED.

(11) PAINT 6" WHITE EDGELINE PER CALTRANS STD. PLAN A20B DETAIL 27B. SEE SHEET C-21.

(12) INSTALL BLUE REFLECTIVE PAVEMENT MARKER IN FRONT OF FIRE HYDRANT.

(15) PAINT YIELD PAVEMENT MARKINGS. NUMBER OF ARROWS PER PLAN. SEE DETAIL 17 ON SHEET C-22.

(17) REPAINT HOUSE NUMBER ON CURB. MATCH EXISTING.

(18) REPAINT STRIPING ON 183RD STREET AFTER PAVEMENT OVERLAY. MATCH EXISTING.

GRAPHIC SCALE
0 10 40 80 120
SCALE: 1"=40'

REVISIONS:

NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER RONALDO G. IBARRA No. C 66789 CIVIL STATE OF CALIFORNIA

PLANS PREPARED BY:
CITY OF ARTESIA, CA
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ERNESTO SANCHEZ
PUBLIC WORKS MANAGER

RON IBARRA, PE
CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	4/2/2026
DRAFTED BY: R. IBARRA	4/2/2026
CHECKED BY: E. SANCHEZ	4/2/2026
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ARTESIA CALIFORNIA

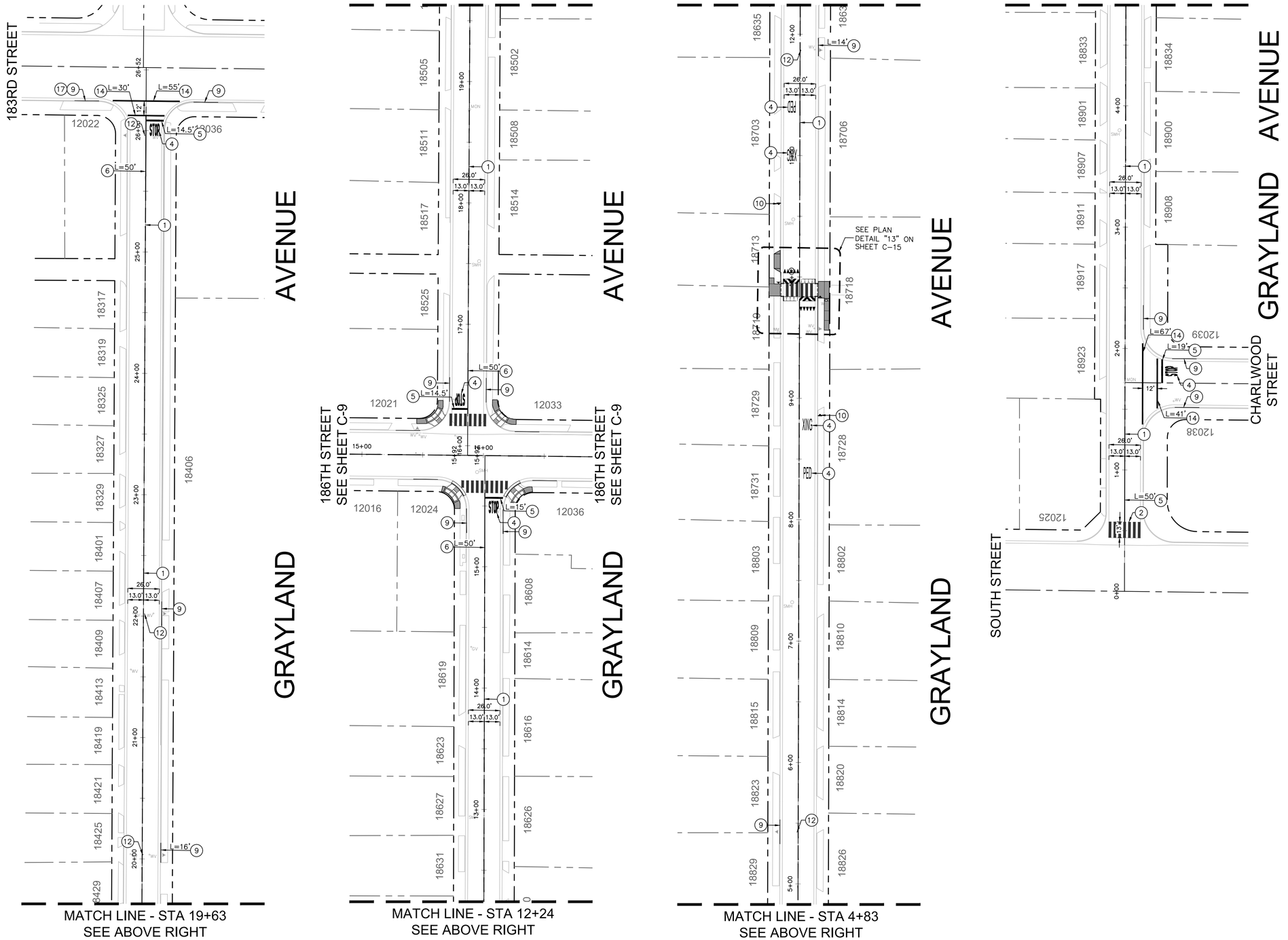
PROJECT: HSIP AND TRAFFIC CALMING PROJECT

SHEET: ELAINE AVENUE SIGNING & STRIPING PLAN

CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

C-12

SHEET NO. 12 OF 18



GENERAL NOTES

1. ALL CROSSWALKS SHALL BE THERMOPLASTIC. ALL OTHER STRIPING AND PAVEMENT MARKINGS SHALL BE PAINT THREE (3) COATS, UNLESS OTHERWISE NOTED. EACH COAT OF PAINT SHALL INCLUDE REFLECTIVE GLASS BEADS.
2. REMOVE EXISTING STRIPING AND PAVEMENT MARKINGS THAT ARE IN CONFLICT WITH NEW STRIPING AND PAVEMENT MARKINGS.
3. SEE SIGNING & STRIPING DETAILS ON SHEETS C-21 TO C-22.
4. THE CONTRACTOR SHALL INSTALL ZUMAR VIS-Z-SHIED ENHANCEMENT TO NEW SIGN POSTS.

CONSTRUCTION NOTES

(1) PAINT CENTERLINE STRIPING PER CALTRANS STD. PLAN A20A DETAIL 2. SEE SHEET C-21.

(2) PAINT CONTINENTAL CROSSWALK PER CALTRANS STD. PLAN A24F WITH 2' WIDE STRIPE WITH 2' SPACING. WIDTH PER PLAN. SEE SHEET C-21. COLOR SHALL BE WHITE UNLESS NOTED A "Y" FOR YELLOW.

(4) PAINT "STOP, XING, OR PED" PAVEMENT MARKING PER CALTRANS STD. PLAN A24D. SEE SHEET C-21.

(5) PAINT 12" WHITE STOP BAR. LENGTH PER PLAN.

(6) PAINT 6" YELLOW CONTINUOUS CENTERLINE STRIPING. LENGTH PER PLAN.

(9) PAINT RED CURB. 20' IN LENGTH UNLESS OTHERWISE NOTED.

(10) INSTALL 24"X24" W17-1 SIGN, POST, AND FOUNDATION. SEE DETAIL 18 ON SHEET C-22 FOR SIGN TYPE.

(12) INSTALL BLUE REFLECTIVE PAVEMENT MARKER IN FRONT OF FIRE HYDRANT.

(14) PAINT OR REPAINT BASIC CROSSWALK PER CALTRANS STD. PLAN A24F WITH 1' WIDE STRIPE. LENGTH PER PLAN. SEE SHEET C-21.

(17) REPAINT HOUSE NUMBER ON CURB. MATCH EXISTING.

GRAPHIC SCALE
0 10 40 80 120
SCALE: 1"=40'

REVISIONS:

NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER — RONALDO G. IBARRA — No. C 66789 — CIVIL — STATE OF CALIFORNIA

PLANS PREPARED BY:
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PHONE: 562-865-6262

ERNESTO SANCHEZ, PUBLIC WORKS MANAGER
RON IBARRA, PE, CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	4/2/2026
DRAFTED BY: R. IBARRA	4/2/2026
CHECKED BY: E. SANCHEZ	4/2/2026
APPROVED BY: A. AVALOS	4/2/2026

ARTESIA CALIFORNIA

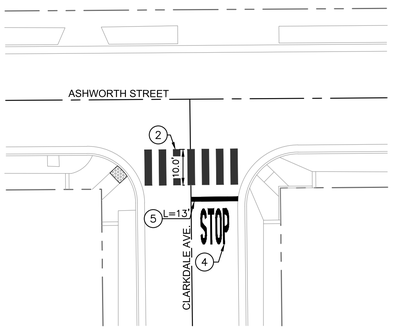
PROJECT: HSIP AND TRAFFIC CALMING PROJECT

SHEET: GRAYLAND AVENUE SIGNING & STRIPING PLAN

CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

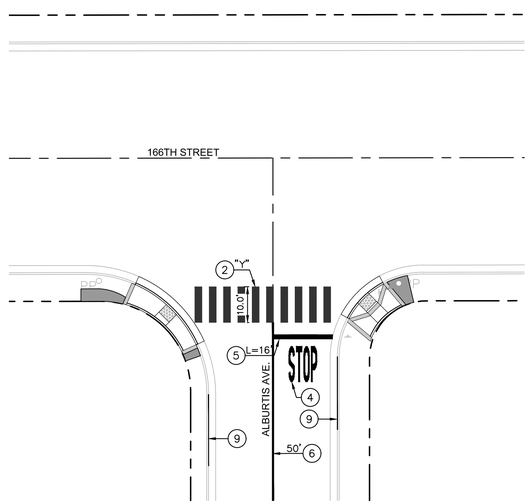
C-13

SHEET NO. 13 OF 18



ASHWORTH ST. & CLARKDALE AVE. STRIPING PLAN

SCALE: 1"=20'



166TH ST. & ALBURTIS AVE. STRIPING PLAN

SCALE: 1"=20'

GENERAL NOTES

1. ALL CROSSWALKS SHALL BE THERMOPLASTIC. ALL OTHER STRIPING AND PAVEMENT MARKINGS SHALL BE PAINT THREE (3) COATS, UNLESS OTHERWISE NOTED. EACH COAT OF PAINT SHALL INCLUDE REFLECTIVE GLASS BEADS.
2. REMOVE EXISTING STRIPING AND PAVEMENT MARKINGS THAT ARE IN CONFLICT WITH NEW STRIPING AND PAVEMENT MARKINGS.
3. SEE SIGNING & STRIPING DETAILS ON SHEETS C–21 TO C–22.
4. THE CONTRACTOR SHALL INSTALL ZUMAR VIS–Z–SHIED ENHANCEMENT TO NEW SIGN POSTS.

CONSTRUCTION NOTES

(2) PAINT CONTINENTAL CROSSWALK PER CALTRANS STD. PLAN A24F WITH 2' WIDE STRIPE WITH 2' SPACING. WIDTH PER PLAN. SEE SHEET C–21. COLOR SHALL BE WHITE UNLESS NOTED A "Y" FOR YELLOW.

(4) PAINT "STOP, XING, OR PED" PAVEMENT MARKING PER CALTRANS STD. PLAN A24D. SEE SHEET C–21.

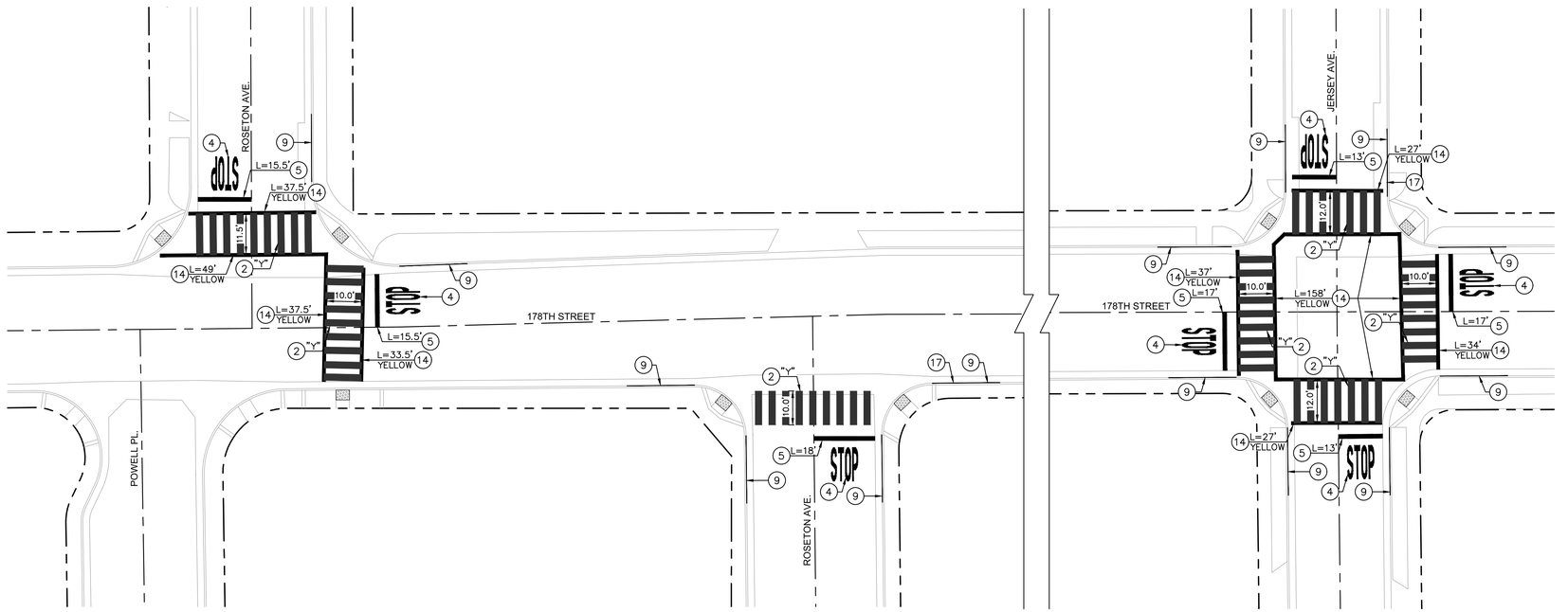
(5) PAINT 12" WHITE STOP BAR. LENGTH PER PLAN.

(6) PAINT 6" YELLOW CONTINUOUS CENTERLINE STRIPING. LENGTH PER PLAN.

(9) PAINT RED CURB. 20' IN LENGTH UNLESS OTHERWISE NOTED.

(14) REPAINT BASIC CROSSWALK PER CALTRANS STD. PLAN A24F WITH 1' WIDE STRIPE. LENGTH PER PLAN. SEE SHEET C–21.

(17) REPAINT HOUSE NUMBER ON CURB. MATCH EXISTING.



178TH ST. AND ROSETON AVE. TO JERSEY AVE. STRIPING PLAN

SCALE: 1"=20'

GRAPHIC SCALE

0 10 20 40 60

SCALE: 1"=20'

REVISIONS:

NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER RONALDO G. IBARRA No. C 66789 CIVIL STATE OF CALIFORNIA

PLANS PREPARED BY:

CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
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PHONE: 562–865–6262

ERNESTO SANCHEZ, PUBLIC WORKS MANAGER
RON IBARRA, PE, CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	4/2/2026
DRAFTED BY: R. IBARRA	4/2/2026
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APPROVED BY: A. AVALOS	4/2/2026

ARTESIA CALIFORNIA

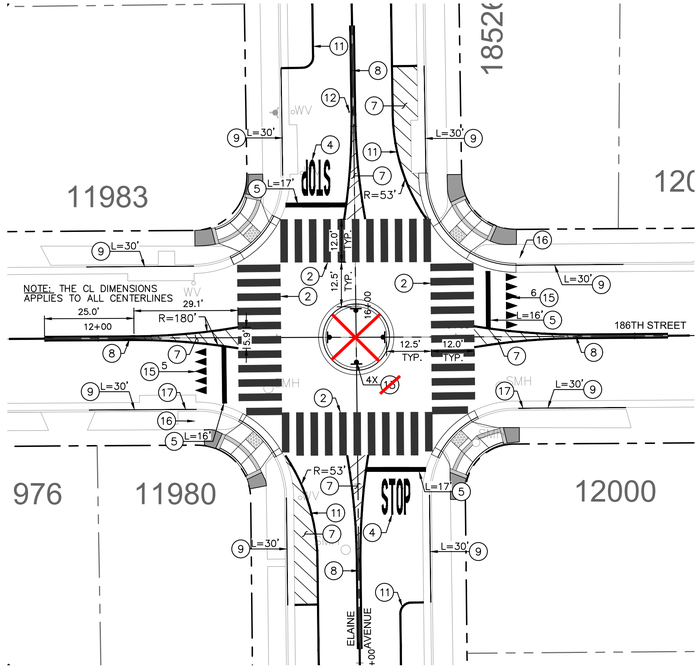
PROJECT: HSIP AND TRAFFIC CALMING PROJECT

SHEET: VARIOUS STREET INTERSECTION STRIPING PLAN

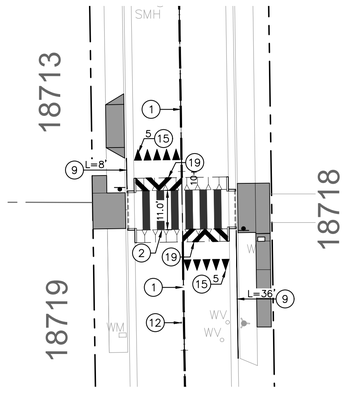
CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

C-14

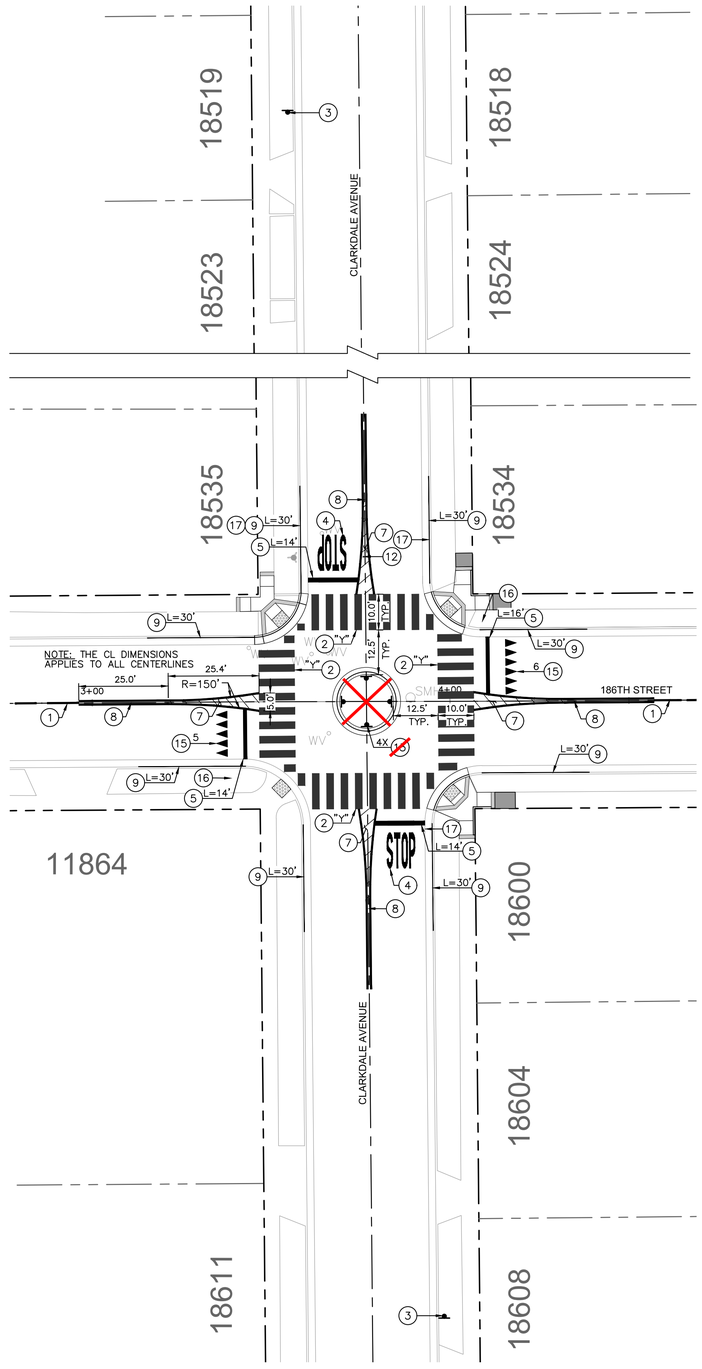
SHEET NO. 14 OF 18



186TH ST. & ELAINE AVE. PLAN DETAILS (12 / C-11)
SCALE: 1"=20'



18718 GRAYALND AVE. RAISED CROSSWALK PLAN DETAILS (13 / C-13)
SCALE: 1"=20'



186TH ST. & CLARKDALE AVE. PLAN DETAILS (11 / C-11)
SCALE: 1"=20'

GENERAL NOTES

1. ALL CROSSWALKS SHALL BE THERMOPLASTIC. ALL OTHER STRIPING AND PAVEMENT MARKINGS SHALL BE PAINT THREE (3) COATS, UNLESS OTHERWISE NOTED. EACH COAT OF PAINT SHALL INCLUDE REFLECTIVE GLASS BEADS.
2. REMOVE EXISTING STRIPING AND PAVEMENT MARKINGS THAT ARE IN CONFLICT WITH NEW STRIPING AND PAVEMENT MARKINGS.
3. SEE SIGNING & STRIPING DETAILS ON SHEETS C-21 TO C-22.
4. THE CONTRACTOR SHALL INSTALL ZUMAR VIS-Z-SHIED ENHANCEMENT TO NEW SIGN POSTS.

CONSTRUCTION NOTES

(1) PAINT CENTERLINE STRIPING PER CALTRANS STD. PLAN A20A DETAIL 2. SEE SHEET C-21.

(2) PAINT CONTINENTAL CROSSWALK PER CALTRANS STD. PLAN A24F WITH 2' WIDE STRIPE WITH 2' SPACING. WIDTH PER PLAN. SEE SHEET C-21. COLOR SHALL BE WHITE UNLESS NOTED A "Y" FOR YELLOW.

(3) INSTALL ROUNDABOUT SIGN, POST, AND FOUNDATION. SEE DETAIL 15 ON SHEET C-22 FOR SIGN TYPE.

(4) PAINT "STOP, XING, OR PED" PAVEMENT MARKING PER CALTRANS STD. PLAN A24D. SEE SHEET C-21.

(5) PAINT 12" WHITE STOP BAR. LENGTH PER PLAN.

(7) PAINT NO PARKING STRIPING PER DETAIL 14 ON SHEET C-22.

(8) PAINT NO PASSING ZONES PER CALTRANS STD. PLAN A20A DETAIL 21. SEE SHEET C-21.

(9) PAINT RED CURB. 20' IN LENGTH UNLESS OTHERWISE NOTED.

(11) PAINT 6" WHITE EDGELINE PER CALTRANS STD. PLAN A20B DETAIL 27B.

(12) INSTALL BLUE REFLECTIVE PAVEMENT MARKER IN FRONT OF FIRE HYDRANT.

~~(14) INSTALL 6"X12" RIGHT ARROW SIGN WITH HIGH REFLECTIVITY BY SAFETYSIGN.COM OR APPROVED EQUAL. INSTALL SIGN ON A POST. BOTTOM EDGE OF SIGN SHALL BE 12" FROM THE TOP OF CURB.~~

(15) PAINT YIELD PAVEMENT MARKINGS. NUMBER OF ARROWS PER PLAN. SEE DETAIL 17 ON SHEET C-22.

(16) REMOVE STOP SIGN ON EXISTING POST AND INSTALL NEW 24"X24" R1-2 YIELD SIGN.

(17) REPAINT HOUSE NUMBER ON CURB. MATCH EXISTING.

(19) PAINT SPEED HUMP STRIPING , CONFIGURATION PER PLAN WITH 12" WIDE WHITE PAINT. TOTAL LENGTH = 16'

GRAPHIC SCALE
0 10 20 40 80
SCALE: 1"=20'

REVISIONS:

NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER — RONALDO G. IBARRA — No. C 66789 — CIVIL — STATE OF CALIFORNIA

PLANS PREPARED BY:
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ERNESTO SANCHEZ — PUBLIC WORKS MANAGER
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DRAFTED BY: R. IBARRA	4/2/2026
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APPROVED BY: A. AVALOS	4/2/2026

ARTESIA CALIFORNIA

PROJECT: HSIP AND TRAFFIC CALMING PROJECT
SHEET: SIGNING & STRIPING PLAN DETAILS

C-15

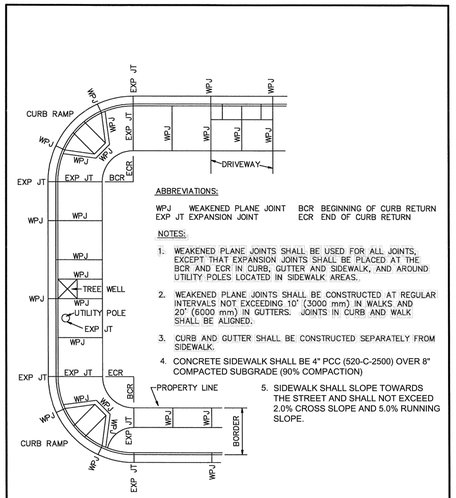
CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

SHEET NO. 15 OF 18



NOTES:
1. SECURELY INSTALL ON CONCRETE FOUNDATION (560-C-3250)
2. LIGHT POST SHALL BE VERTICALLY PLUMB.

3 / C-8 LIGHT POST DETAIL
SCALE: NTS

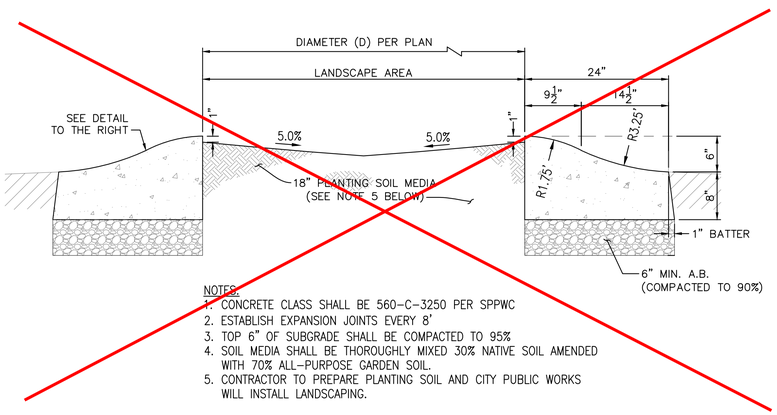


ABBREVIATIONS:
WPJ WEAKENED PLANE JOINT
EXP JT EXPANSION JOINT
BCR BEGINNING OF CURB RETURN
ECR END OF CURB RETURN

NOTES:
1. WEAKENED PLANE JOINTS SHALL BE USED FOR ALL JOINTS, EXCEPT THAT EXPANSION JOINTS SHALL BE PLACED AT THE BCR AND ECR IN CURB, GUTTER AND SIDEWALK, AND AROUND UTILITY POLES LOCATED IN SIDEWALK AREAS..
2. WEAKENED PLANE JOINTS SHALL BE CONSTRUCTED AT REGULAR INTERVALS NOT EXCEEDING 10' (3000 mm) IN WALKS AND 20' (6000 mm) IN GUTTERS. JOINTS IN CURB AND WALK SHALL BE ALIGNED.
3. CURB AND GUTTER SHALL BE CONSTRUCTED SEPARATELY FROM SIDEWALK.
4. CONCRETE SIDEWALK SHALL BE 4" PCC (520-C-2500) OVER 8" COMPACTED SUBGRADE (90% COMPACTION)
5. SIDEWALK SHALL SLOPE TOWARDS THE STREET AND SHALL NOT EXCEED 2.0% CROSS SLOPE AND 5.0% RUNNING SLOPE.

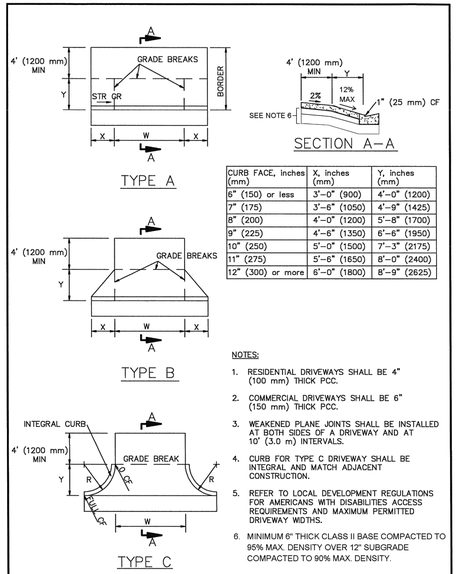
CITY OF ARTESIA STANDARD PLAN		
APPROVED: T.K. WONG, PE 22551	CONCRETE SIDEWALK AND CURB & SIDEWALK JOINTS	STANDARD PLAN 112-2 SHEET 1 OF 1

1 / - SIDEWALK DETAIL
SCALE: NTS



NOTES:
1. CONCRETE CLASS SHALL BE 560-C-3250 PER SPPWC
2. ESTABLISH EXPANSION JOINTS EVERY 8'
3. TOP 6" OF SUBGRADE SHALL BE COMPACTED TO 95%
4. SOIL MEDIA SHALL BE THOROUGHLY MIXED 30% NATIVE SOIL AMENDED WITH 70% ALL-PURPOSE GARDEN SOIL.
5. CONTRACTOR TO PREPARE PLANTING SOIL AND CITY PUBLIC WORKS WILL INSTALL LANDSCAPING.

~~4 / C-8 ROUND ABOUT ROLLED CURB RAISED MEDIAN DETAIL~~
SCALE: 1"=1'



CURB FACE, inches (mm)	X, inches (mm)	Y, inches (mm)
6" (150) or less	3'-0" (900)	4'-0" (1200)
7" (175)	3'-6" (1050)	4'-9" (1425)
8" (200)	4'-0" (1200)	5'-8" (1700)
9" (225)	4'-6" (1350)	6'-6" (1950)
10" (250)	5'-0" (1500)	7'-3" (2175)
11" (275)	5'-6" (1650)	8'-0" (2400)
12" (300) or more	6'-0" (1800)	8'-9" (2625)

NOTES:
1. RESIDENTIAL DRIVEWAYS SHALL BE 4" (100 mm) THICK PCC.
2. COMMERCIAL DRIVEWAYS SHALL BE 6" (150 mm) THICK PCC.
3. WEAKENED PLANE JOINTS SHALL BE INSTALLED AT BOTH SIDES OF A DRIVEWAY AND AT 10' (3.0 m) INTERVALS.
4. CURB FOR TYPE C DRIVEWAY SHALL BE INTEGRAL AND MATCH ADJACENT CONSTRUCTION.
5. REFER TO LOCAL DEVELOPMENT REGULATIONS FOR AMERICANS WITH DISABILITIES ACCESS REQUIREMENTS AND MAXIMUM PERMITTED DRIVEWAY WIDTHS.
6. MINIMUM 6" THICK CLASS II BASE COMPACTED TO 95% MAX. DENSITY OVER 12" SUBGRADE COMPACTED TO 90% MAX. DENSITY.

CITY OF ARTESIA STANDARD PLAN		
APPROVED: T.K. WONG, PE 22551	DRIVEWAY APPROACHES	STANDARD PLAN 110-2 SHEET 1 OF 1

2 / - DRIVEWAY DETAIL
SCALE: NTS

REVISIONS:

NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER RONALDO G. IBARRA No. C 66789 CIVIL STATE OF CALIFORNIA

PLANS PREPARED BY:
CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
18747 CLARKDALE AVENUE
ARTESIA, CA 90701
PHONE: 562-865-6262

ERNESTO SANCHEZ, PUBLIC WORKS MANAGER
RON IBARRA, PE, CIVIL ENGINEER

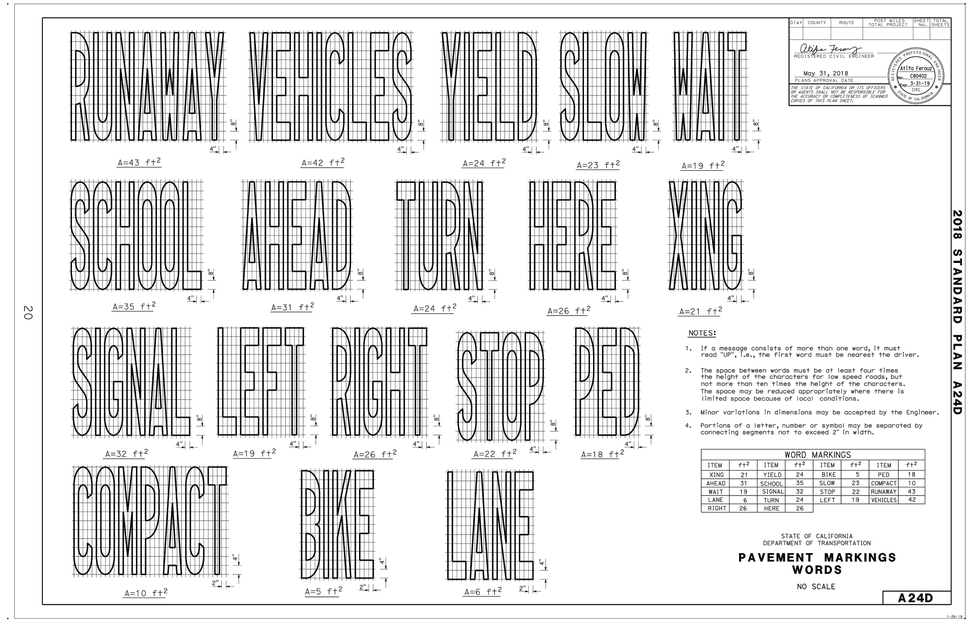
		DATE
DESIGNED BY:	R. IBARRA	4/2/2026
DRAFTED BY:	R. IBARRA	4/2/2026
CHECKED BY:	E. SANCHEZ	4/2/2026
APPROVED BY:	A. AVALOS	4/2/2026

ARTESIA CALIFORNIA

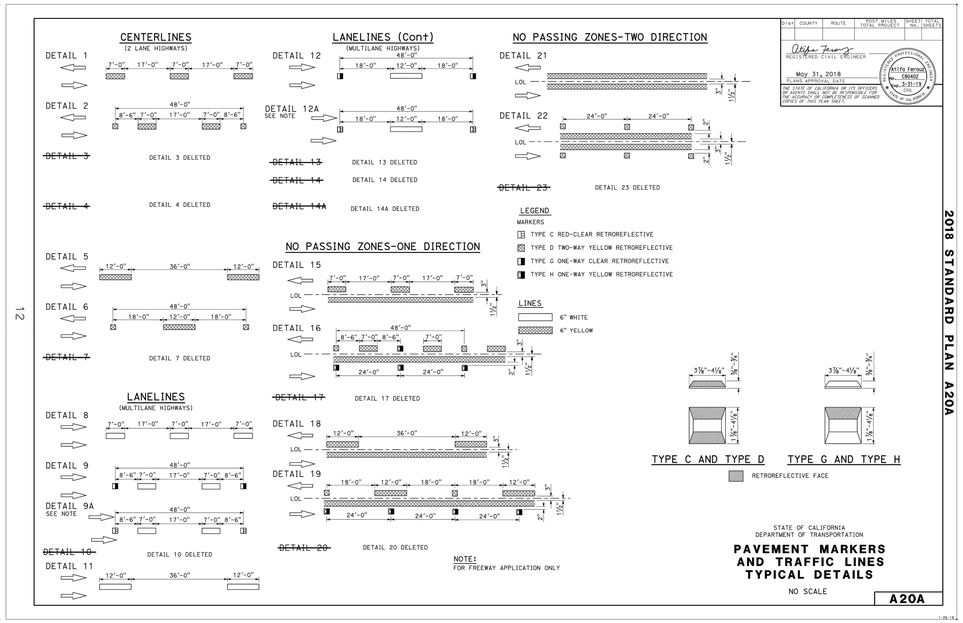
PROJECT: HSIP AND TRAFFIC CALMING PROJECT
SHEET: DETAILS

CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

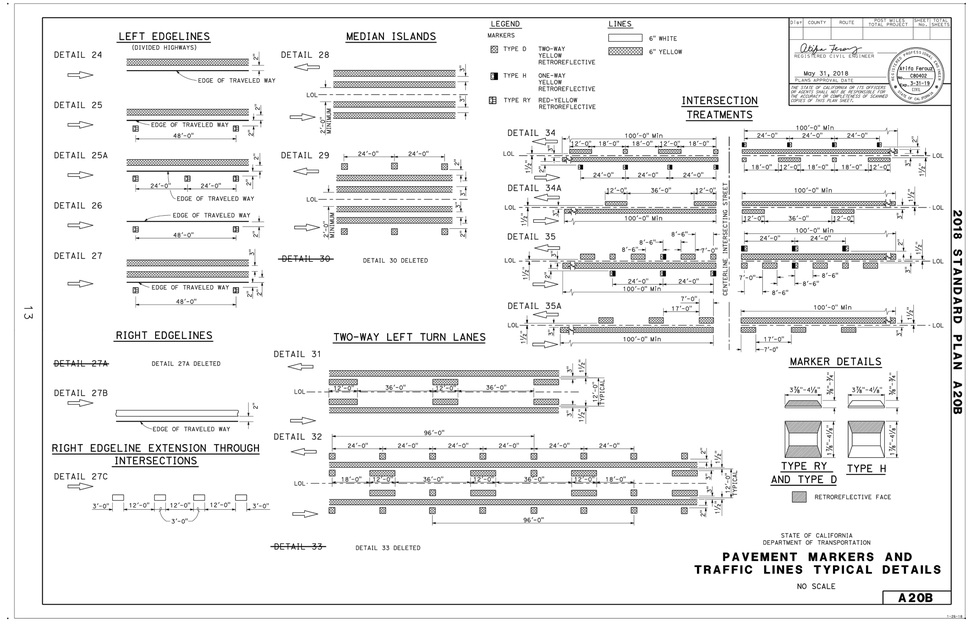
C-20
SHEET NO. 16 OF 18



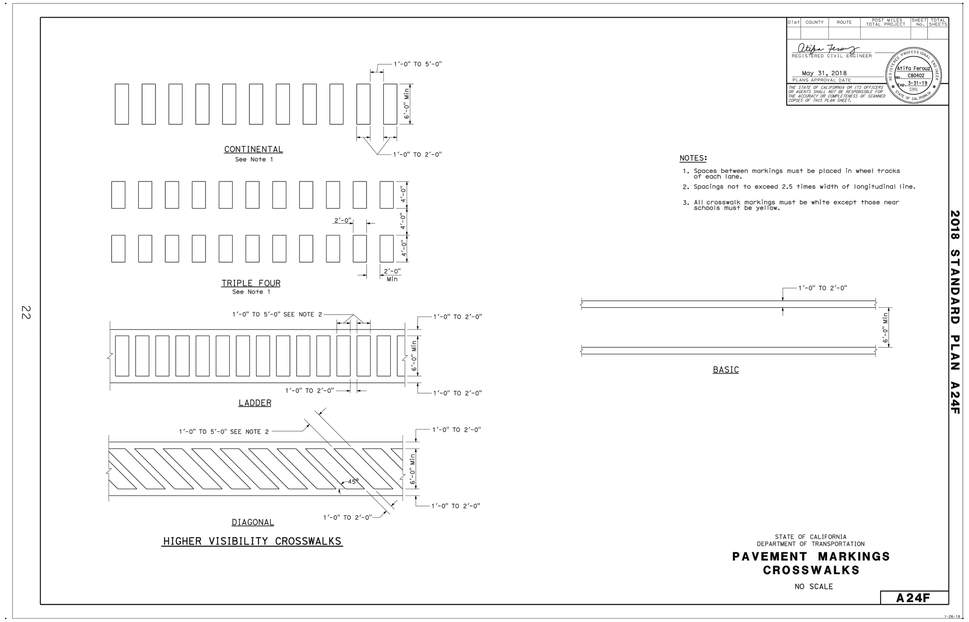
12 CALTRANS STD. PLAN A24D
SCALE: NTS



10 CALTRANS STD. PLAN A20A
SCALE: NTS



13 CALTRANS STD. PLAN A20B
SCALE: NTS



11 CALTRANS STD. PLAN A24F
SCALE: NTS

REVISIONS:		
NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER
RONALDO G. IBARRA
No. C 66789
CIVIL
STATE OF CALIFORNIA

PLANS PREPARED BY:
CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
18747 CLARKDALE AVENUE
ARTESIA, CA 90701
PHONE: 562-865-6262

ERNESTO SANCHEZ
PUBLIC WORKS MANAGER

RON IBARRA, PE
CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	4/2/2026
DRAFTED BY: R. IBARRA	4/2/2026
CHECKED BY: E. SANCHEZ	4/2/2026
APPROVED BY: A. AVALOS	4/2/2026

ARTESIA CALIFORNIA

PROJECT: HSIP AND TRAFFIC CALMING PROJECT
SHEET: STRIPING DETAILS

CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

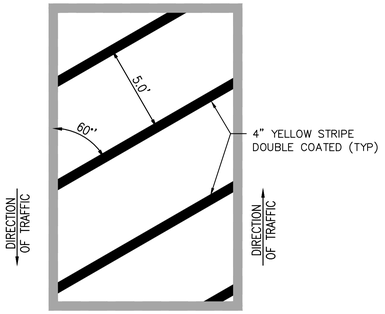
C-21
SHEET NO. 17 OF 18



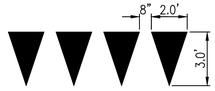
18 — 24"X24" W17-1 SPEED HUMP SIGN
SCALE: NTS



16 — W11-2 WITH ARROW SIGN
SCALE: NTS



14 — NO PARKING STRIPING DETAIL
SCALE: NTS



17 — YIELD PAVEMENT MARKING
SCALE: NTS



NOTE:
1. THE SIGN SHALL BE REFLECTIVE.

15 — 24"X24" ROUNDABOUT SIGN
SCALE: NTS

REVISIONS:		
NO.	DATE	DESCRIPTION

REGISTERED PROFESSIONAL ENGINEER — RONALDO G. IBARRA — No. C 66789 — CIVIL — STATE OF CALIFORNIA

PLANS PREPARED BY:
CITY OF ARTESIA, CA
ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
18747 CLARKDALE AVENUE
ARTESIA, CA 90701
PHONE: 562-865-6262

ERNESTO SANCHEZ — PUBLIC WORKS MANAGER
RON IBARRA, PE — CIVIL ENGINEER

	DATE
DESIGNED BY: R. IBARRA	4/2/2026
DRAFTED BY: R. IBARRA	4/2/2026
CHECKED BY: E. SANCHEZ	4/2/2026
APPROVED BY: A. AVALOS	4/2/2026

ARTESIA CALIFORNIA

PROJECT: HSIP AND TRAFFIC CALMING PROJECT

SHEET: SIGNING & STRIPING DETAILS

CITY OF ARTESIA
DEPARTMENT OF ENGINEERING

C-22

SHEET NO. 18 OF 18

CITY COUNCIL AGENDA REPORT

MEETING DATE: August 10, 2026 **ITEM NO: 9M.**

TO: Mayor and Members of the City Council

SUBJECT: Appointment of Planning Commissioner

FROM: Jennifer Alderete, City Clerk

REVIEWED AND APPROVED BY:
Abel Avalos, City Manager

RECOMMENDATION:
It is recommended that the City Council receive and file the appointment to be made by Councilmember Manalo.

BACKGROUND:
Pursuant to Artesia Municipal Code (AMC) Section 2-2.203, the Planning Commission consists of five members who are residents of the City, with each member of the City Council appointing one commissioner. Following the resignation of Planning Commissioner, Maurice Pantoja and the noticing of the Commission seat, Councilmember Manalo hereby appoints Lorelei Bailey to the Planning Commission to fill the vacancy for the remainder of the current term.

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

CITY COUNCIL AGENDA REPORT

MEETING DATE: August 10, 2026 **ITEM NO: 10A.**

TO: Mayor and Members of the City Council

SUBJECT: Recommendation: Consideration To Approve an Off-Cycle Community Development Block Grant Project Utilizing Available Revolving Grant Fund Balance

FROM: Mario Flores, Management Analyst

REVIEWED AND APPROVED BY:

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

RECOMMENDATION:

Staff recommends that the City Council:

1. Conduct a Public Hearing and receive public testimony;
2. Approve the use of approximately $214,854 in available Community Development Block Grant (CDBG) Revolving Grant Fund monies to implement the proposed off-cycle CDBG Sidewalk Improvement Project;
3. Authorize the City Manager, or designee, to execute all necessary agreements and related documents; and
4. Authorize staff to make administrative adjustments as necessary to comply with Los Angeles County Development Authority (LACDA) program requirements and federal Community Development Block Grant regulations.

BACKGROUND:

The City of Artesia ("City") has participated in the Los Angeles County Development Authority's (LACDA) federal Community Development Block Grant (CDBG) Program for the past several years. Through the program, the City has been able to complete capital improvements projects that benefit low and moderate income residents, including sidewalk improvements and accessibility upgrades.

As part of the current 2024-2027 CDBG funding cycle, the City has prioritized infrastructure improvements that enhance pedestrian safety and accessibility. In Fiscal Year 2024-2025, the City Council approved the use of CDBG funds for a citywide sidewalk improvement project addressing 38 locations identified through the City's comprehensive sidewalk assessment as having the most critical safety hazards. Construction was completed between the summer and fall of 2025, resulting in improved pedestrian safety, enhanced accessibility, and compliance with Americans with Disabilities Act (ADA) standards throughout the community.

Following project closeout, actual construction costs were lower than originally estimated, resulting in $124,431 being returned to the City's Revolving Grant Fund balance. Combined with the City's previously unallocated balance of $90,423, the City currently has $214,854 available to fund an additional eligible CDBG project.

<u>Alignment with 2026-27 Goals:</u>

Goal(s) No. 3 - Capital Improvement Projects Delivery: Improve timeliness of capital project delivery and maintain routine reporting to City Council and community on regular progress.

This project is part of the Fiscal Year 2026-27 Capital Improvement Plan, with the primary goal to provide safe paths of travel for pedestrians and improve sidewalks throughout the City.

ANALYSIS:
Staff recommends utilizing the City's available CDBG Revolving Grant Fund balance of $214,854 to implement the second phase of the City's Sidewalk Improvement Program. The proposed project will repair or replace sidewalks at approximately 17 additional high-priority locations identified through the City's comprehensive sidewalk assessment, continuing the City's efforts to improve pedestrian safety, enhance accessibility, and maintain compliance with the Americans with Disabilities Act (ADA).

The preliminary engineering estimate for the Phase II Sidewalk Project identified the following address reference points as locations where sidewalk improvements are anticipated to be most critical. The locations listed below are subject to change as the project scope is further refined, funding is confirmed, and final design considerations are complete.

Anticipated Locations
11425 183rd Street
11967 186th Street
12155 Ashworth Street (two locations)
12156 180th Street
12157 179th Street
12226 Artesia Boulevard
12246 Artesia Boulevard
17703 Jersey Avenue
17901 Norwalk Boulevard
17916 Norwalk Boulevard
18042 Horst Avenue
18332 Elaine Avenue
18401 Grayland Avenue
18424 Elaine Avenue
18517 Grayland Avenue

18529 Clarkdale Avenue

This project builds upon the success of the City's recently completed sidewalk improvement program and will address additional deteriorated sidewalk segments. The proposed budget includes costs for construction and the engineering services necessary for project completion.

FISCAL IMPACT:
Approval of the proposed project will utilize approximately $214,854 in available Community Development Block Grant (CDBG) Revolving Grant Fund monies. No General Fund resources are anticipated to be required.

RECOMMENDED COUNCIL ACTION:
Staff recommends that the City Council:

1. Conduct a Public Hearing and receive public testimony;
2. Approve the use of approximately $214,854 in available Community Development Block Grant (CDBG) Revolving Grant Fund monies to implement the proposed off-cycle CDBG Sidewalk Improvement Project;
3. Authorize the City Manager, or designee, to execute all necessary agreements and related documents; and
4. Authorize staff to make administrative adjustments as necessary to comply with Los Angeles County Development Authority (LACDA) program requirements and federal Community Development Block Grant regulations.

CITY COUNCIL AGENDA REPORT

MEETING DATE: August 10, 2026 **ITEM NO: 11A.**

TO: Mayor and Members of the City Council

SUBJECT: Informational Business License Report

FROM: Kevin Vega, Administrative Analyst

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

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

BACKGROUND:
At the regular City Council meeting held on June 8, 2026, the Council requested an informational report on the Measure V Business License Tax (Measure V). Staff is also taking this opportunity to provide a more thorough explanation of Business License administration, generally.

ANALYSIS:
Over the last year, Staff dedicated to the Business License process have identified opportunities that have led to a more efficient and effective approach to business licensing. On average, the process to obtain a Business License takes 14 days to complete. Deviations from the average turnaround time do occur, and are commonly influenced by incomplete forms, as well as timely communication and responsiveness to City inquiries.

As part of Staff's efforts to improve efficiencies and increase compliance, Business License sweeps – led by Code Enforcement – were initiated in 2025. These sweeps have resulted in a renewal success rate of 90% in 2025, and 91% in 2026. Given that calendar year 2026 has not concluded, Staff continues to pursue compliance on all business license accounts. As of the date of this report, for calendar year 2026, 90 accounts remain pending renewal, including 41 contractor-related accounts.

Collectively, the City has 1,113 active business license accounts, of which 113 accounts are subject to the Measure V. In Fiscal Year 2025-26, the Business License Tax accounted for $977,137 of the City's General Fund revenue, while Measure V accounted for $265,907 of the City's General Fund revenue.

Business License Application Framework
The City's Business License process consists of a multi-step process that requires the involvement of multiple stakeholders; including, various City departments and external partners. Internal department occurs between Finance, Planning, Building and Safety, as well as Code Enforcement. These departments work together from beginning to end to facilitate business licensing, as well as licensing compliance. In addition to Staff, the City partners with HdL Companies (HdL) to process business license applications and business license renewals online. In practice, these stakeholders play the following roles:

- Initial Consultation with City Staff – Applicant and Planning Division
  - Applicant consults with Staff for initial zoning and use inquiry*
- Application and Document Gathering – Applicant and HdL
  - Applicants provide documentation to HdL
  - Application and supporting documentation are provided to HdL for review of completeness
- Application Review – Finance Department - Business License Division
  - Complete applications are sent to the Business License Division for internal review and next steps
- Zoning Review – Planning Division
  - Staff reviews the proposed business location and confirms zoning requirements
- Site Inspection – Building and Safety Division
  - Staff inspects businesses to ensure all improvements adhere to the Municipal Code, and are in compliance with any permits
- Application Approval – Finance Department - Business License Division
  - City Staff is responsible for approving or denying all new business license applications
- Invoicing – HdL
  - HdL calculates applicable taxes owed according to CPI adjustments and approved fee schedule from the City's Finance Department
- License Issuance – HdL
  - Business Licenses will only be issued once the business has paid all balances owed and completed the business license process
- Compliance – Code Enforcement
  - Code Staff are referred cases from the Business License Division when there are Code violations, or past due balances

*Business-owners interested in opening a business are encouraged to hold a preliminary informational discussion with Planning Division Staff to ensure the business type is allowed in the particular zone of the City, and also to ensure that the particular use is permitted. This first step is critical, and when skipped, may lead to potential delays in opening, as well as unforeseen costs, such as Measure V, and in some cases, Code Enforcement due to unpermitted uses. Once a business has communicated with Staff, and given a general green light on location, the application process can begin.

Application Process with HdL

The City contracts with HdL Companies to facilitate the application process. This includes document gathering, outreach with the applicant, invoicing, Business License issuance, as well as simple compliance (not requiring Code Enforcement). As part of the Business License application process, and prior to commencing business operations, interested business-owners are required to submit key documents to HdL, electronically, that identify zoning, business type, and acknowledgment of the business to verify and provide factual statements regarding operations and reported revenue. Specifically, these documents are referred to as the Commercial Zone Clearance, Statement of Use, and Statement of Understanding. Business-owners interested in operating out of the Residential Zone are also required to submit the Home Zone Clearance Form. In addition, applicants must provide a site plan and floor plan, which are scaled drawings illustrating the property layout, building configuration, and the proposed location of the business operations. Applicants submit their Business License documents electrically to HdL through either the designated Artesia HdL e-mail or HdL's online website portal. Applicants are advised of the process, as well as how to submit the documents electronically and next steps by Staff during initial conversations. HdL then performs an initial review to verify that the application is complete, accurately classifies the business activity, and confirms that all required supporting documentation has been provided. Once the application has been reviewed for initial completeness, the documentation is forwarded electronically to Staff for further evaluation and approval.

Application Evaluation and Approval – Conducted by City Staff

The received documentation is reviewed by the City's Business License liaison to ensure application completeness. After review, the application is routed to the Planning Division. The Planning Manager or the Assistant Planner review the application and determine the following: Zoning, Land Use Designation, Measure V (if applicable), and Application Status (Approval or Denial). The Planning Division decision on an application status is determined by whether the business type is allowed by right in accordance to the Artesia Municipal Code, or if the proposed business will require a Conditional Use Permit (CUP). Regardless of the application status, the Planning Division staff provide written comments on the Commercial Zone Clearance form explaining the basis for the decision made.

Following the approval of an application, business-owners are provided the earliest available dates to schedule a business inspection, which ensures that a proposed business space adheres to all existing City codes and regulations prior to legally commencing business operations. Inspections are performed by the City's contract Building and Safety Division. Home-based businesses conducting administrative or office work are exempt from undergoing a business inspection. Once the business has successfully passed the inspection, Staff approves the application and notifies the business and HdL electronically about the approval. Businesses that do not pass inspection are informed of any issues, allowed time to remediate any findings, and are inspected again upon request by the applicant.

Invoicing and Business License Issuance – Conducted by HdL

Once an application is approved, Staff informs HdL of the approval and any additional parameters. For example, if Measure V applies, Staff indicates that on the Commercial Zone Clearance form and provides the amount to be charged. HdL's team facilitates the invoicing and subsequent issuance of the Business License once the invoice is paid. This process includes calculating all applicable taxes, accepting and processing payment via ACH, check, money order, or debit/credit card. The Business License will be issued once invoice balances are paid in full by the business. This includes Measure V (if applicable) and the Business License tax. Businesses are required to display the issued business license in a conspicuous area easy for the public to view as mentioned in Section 3-1.206 of the Artesia Municipal Code.

Measure V

Measure V History

The City of Artesia is unique in having a voter-approved business license tax imposed on service and professional businesses which wish to locate in a commercial area within the City. Many cities only tax retail sales within their jurisdiction. Voters approved the City's Measure V tax in 1999. It provided, in part, that service and professional businesses in the Commercial General, Commercial Planned Development, and Specific Plan Zones must provide a maximum business license tax rate of 10 cents per month for each square foot of floor area occupied by the service and professional business. Measure V authorized that rate be adjusted annually for inflation, as set by the applicable consumer price index.

Ordinance No 22-934-U, adopted November 14, 2022, and subsequently Ordinance No. 22-932, adopted December 13, 2022, amended the Artesia Municipal Code (AMC) in the following ways:

- Removed occupancy and siting restrictions on service and professional uses, including limits that allowed such uses to only take up five percent of the total square feet of the first floor in buildings or parcels within the Commercial General and Commercial Planned Development Zones; allowing service and professionals to occupy whole ground floors of buildings in those specified zones;
- Removed occupancy and siting restrictions from the South Specific Plan and Pioneer Specific Plans areas that limited service and professional uses to a specified percentages of floor area space in a building;
- Specified that service and professional businesses within the South Specific Plan, Pioneer Specific Plan, and Artesia Corridor Specific Plan areas be subject to the Measure V business license tax;
- Provided that the ground floor tax rate will be $0.178 per square foot (as escalated for CPI since 2010) per month;
- Provided that the tax rate for the any floor above the first floor (i.e., second floor and above) will be $0.137 per square foot per month; and

- Established that the Consumer Price Index (CPI) increases each January 1st to the tax rate for each floor.

These changes to the AMC, together, expanded opportunities for service and professional uses to locate within the City and provided a much-needed revenue increase to the City's General Fund.

Measure V in Practice
Section 3-1.604 of the AMC specifies that a business within the Commercial General (C-G) Zone, Commercial Planned Development (CPD) Zone or Specific Plan (SP) Zones that does not devote at least 50% of its floor area to uses that generate sales tax and does not derive at least 50% of its revenues from sales that generate sales tax shall be subject to the Measure V Business License Tax. Exceptions to this requirement are businesses that were lawfully existing and operating in the Commercial General (C-G) Zone, Commercial Planned Development (CPD) Zone or Specific Plan (SP) Zones prior to March 2, 1999, unless the business expands, converts or relocates.

New businesses are made aware of the applicability of the Measure V Business License Tax during the application process for a new Business License. During the application process, applicants are required to inform the City of the business type, use, and activity of the proposed business, as previously mentioned. With this information, City Staff determines if the business is subject to Measure V by 1) determining if the business is service in nature, rather than retail, and 2) reviewing the floor plan to determine if at least 50% of floor area is being used to generate sales tax (business activity that generates sales). If the proposed business is subject to Measure V, Staff indicates on the Commercial Zone Clearance form the applicability, and calculates the annual Measure V tax due. This form is submitted to HdL for processing along with the application documents. Together, all documents reviewed and approved by Staff are used by HdL to generate an invoice for the applicant. The Measure V Business License Tax is listed on the invoice as a separate line item from the Business License Tax.

There are instances in which businesses that have already been operating in the City are later identified as being subject to Measure V. Often, this is the result of Code Enforcement activity requiring review of the Business License account for enforcement purposes. When these instances occur, Staff works with the established business to resolve any Business License delinquency, and often extends a payment plan to the business owner for the collection of Measure V, as it was an unplanned expense. Recent enforcement activity has increased the aforementioned occurrences, as Staff works to address businesses that are operating without a Business License. The goal is always to work with the business in any appropriate way in order to collect taxes due to the City, while also providing assistance to the businesses.

<u>Available Resources Electronically and at City Hall</u>
To promote transparency and ease of access, Staff have provided relevant links on the City website that allow applicants and existing business owners to apply, renew, and close business license accounts under the "Doing Business" or "Finance Department" pages. Additionally, under these pages, Staff have also created a page dedicated to Frequently Asked Questions (FAQs) that help provide answers to common questions that business owners ask. Furthermore, Staff have also created an informational flier that can be found in the sections mentioned previously on the City website solely dedicated to explaining Measure V. This informational flier has also been distributed physically at City Hall to businesses that would like to know more or have been determined to be eligible for Measure V. Moreover, Staff has also created an informational web page dedicated to providing businesses with potential resources being offered at the Local, State, and Federal levels. Lastly, Staff has also embedded the Business Directory onto the City website to ensure the public can also see a more accurate representation of the businesses legally allowed to be in the City. Ultimately, these efforts are intended to improve the overall Business License process by making it more transparent, accessible, and efficient for both applicants and Staff. Through the use of online resources, informational materials, and improved communication, Staff aims to provide businesses with the information necessary to successfully complete the application process while ensuring compliance with the Artesia Municipal Code. These improvements also help maintain accurate business records, support regulatory compliance, enhance customer service, and promote a business-friendly environment that encourages economic development within the City.

Additionally, the City has also worked closely with the Artesia Chamber of Commerce to promote a better working relationship between the City and local businesses.

FISCAL IMPACT:
There is no fiscal impact associated with the receive and file of the report.

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

Attachments

Business License Process.pdf

City of Artesia

Business License Application Process

Step 1

Document Gathering

Submit Required Documents:

- Commercial Zone Clearance Form
- Home Zone Clearance Form
  - (Home-Based businesses only)
- Statement of Use and Statement of Understanding
- Site and Floor Plan

Step 2

Planning Dept. Review

Submitted application undergoes an administrative review by the Planning department to ensure the business is allowed to operate in the desired zone.

Step 3

Business Inspection

All businesses regardless of changes in address, ownership, etc, will undergo an inspection with the City Inspector. This ensures that businesses are adhering to City code and regulations pertaining to health and safety,

Step 4

Business License Approval

Once the business has successfully passed the business inspection, the application will be approved. Generally, businesses are informed when the application has been approved (via email, phone, or mail).

Step 5

Invoice Issued

Busness license will not be issued or valid until **all balances are paid in full**. This includes Measure V (if applicable) and the regular business license fee.

Step 6

License Issued

After the invoice has been paid, the business license will be issued. Proudly display your business license in a conspicuous area easy for the public to view **as mentioned in Section 3 - 1.206 of the Artesia Municipal Code**.

For more information:
Business License Division
18747 Clarkdale Avenue, Artesia, CA 90701
(562) 865-6262, ext. 259
www.cityofartesia.us



Measure V Fact Sheet

Professional and Service Businesses in Specific Commercial Zones in Artesia

Measure V is a voter-approved additional business license tax, applied to service and professional businesses located in specific commercial zones.

- **The tax appears as an additional line item on the annual business license invoice.**

Applies only if:

- **The business is located in a Commercial General (C-G), Commercial Planned Development (CPD), or Specific Plan (SP) zone; and**
- **The business does not devote at least 50% of its floor area to uses that generate sales tax; and**
- **The business does not generate at least 50% of its revenue from sales that generate sales tax (e.g., retail).**

Examples of businesses this may apply to include, but are not limited to:

- **Accountants, Attorneys, Architects, and Engineers**
- **Insurance, Real Estate Brokers, and Escrow Services**
- **Medical, Dental, and Veterinarian Offices**
- **Massage Therapists**
- **Gyms**
- **Salons (Hair and Nail)**
- **Travel Agencies**

Exemptions:

- **Businesses lawfully operating before March 2, 1999 are exempt unless they expand, convert, or relocate.**
- **Retail businesses (those generating sales tax) are not subject to Measure V.**

For more information:
City of Artesia - Business License Division
18747 Clarkdale Avenue, Artesia, CA 90701
(562) 865-6262, ext.259
www.cityofartesia.us

Opening a Business in Artesia?

Follow These Helpful Tips

How to Get Started

Before signing a lease or purchasing property check the following with City Hall:

- Allowed use of the property/zoning
- Building permit history records
- Outstanding or pending code violations
- Measure V Tax requirements

Check with City Hall prior to starting any construction.

Obtain at least three bids when hiring a contractor, architect, or designer.

Hire a reputable general contractor or trade specific contractor, and make sure they have a current business license, state license, and are bonded.

If you need building plans, hire a reputable architect, and make sure they have experience working with cities, and a state license.

If cost is an issue, hire a reputable designer (a person that can design without a state architect's license).

Make sure the designer has a current business license, and experience working with cities.

When you are ready to host your Grand Opening, call City Hall to see if a Temporary Use Permit is required.



Business License General Page

Applying for a License

Renewing a License

Paying for License Fees

Closing Business License Account

Business Search

Updating a Business License Account

BUSINESSES AND COMMERCE

Business License

The City of Artesia welcomes all prospective and existing business owners to our diverse business community. Business ownership whether you're starting from new or expanding an existing operation can be a challenging, yet exciting time. The community of Artesia wishes great success to those seeking to provide a positive impact around the neighborhood. The City of Artesia requires all businesses to obtain a business license when operating in the City. Regardless of the trade, profession, occupation, or location within the City, businesses must remain in good standing and adhere to the existing City code. Business licenses must be renewed on an annual basis. The most efficient and simple way to begin the process of applying for a new or renewing your current license is using our online service links below.

- Business License Main Page
- Apply
- Renew
- Closing an Account
- Pay
- Search
- Update
- Business License Tax Amounts

You may also request copies or check the status of your business license by reaching out to the provided HdL contact information below.

If you need further assistance or help applying for a business license, you are welcome to contact our HdL team at artesia@hdlgov.com or by phone at (562) 222-8742. Operating hours are Monday - Friday from 8 am to 5 pm.

Local Resources:

Artesia Chamber of Commerce - The Chamber's mission is to promote a thriving economic climate for all businesses and a better quality of life for all residents in Artesia. For new businesses, the Chamber provides free promotion/marketing, ribbon-cutting ceremonies, connections to local civic leaders, and a 1-year membership at no cost to the business. Please note, the complimentary membership is available only in conjunction with a Grand Opening Ceremony.

Los Angeles County Economic Development Corporation (LAEDC) - The Business Assistance Program (BAP) team plays a critical role in protecting the economic welfare of businesses, employees, and the broader Los Angeles region. BAP provides no-cost, comprehensive services that help business owners navigate operational challenges and implement layoff aversion strategies to retain jobs.

Department of Economic Opportunity, Los Angeles County - The Department of Economic Opportunity is home to the Office of Small Business – LA County's one stop shop dedicated to help small – micro business owners and entrepreneurs kick start and grow.

State Resources:

California Business and Economic Development - The Governor's Office of Business and Economic Development (GO-Biz) serves as the State of California's leader for job growth, economic development, and business assistance efforts.

California Office of the Small Business Advocate - The California Office of the Small Business Advocate (CalOSBA) supports economic growth by providing resources and support to the state's 4.1 million small businesses, including non-profits and startups.

America's Small Business Development Center, California - SBDC is proud to be a vital resource to tens of thousands of businesses each year. Our no-cost services, including advising, training, and capital assistance continue advancing entrepreneurial success— ultimately leading to prosperous local communities.

Federal Resources:

U.S. Small Business Administration - Created in 1953, the U.S. Small Business Administration (SBA) continues to help small business owners and entrepreneurs pursue the American dream. SBA is the only cabinet-level federal agency fully dedicated to small business and provides counseling, capital, and contracting expertise as the nation's only go-to resource and voice for small businesses.

How to start and fund your own business (usa.gov) - Learn how to start and manage your small business, and find local support if you need help.



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BUSINESS LICENSE FREQUENTLY ASKED QUESTIONS (FAQ)

FAQs

- Who needs to apply for a business license?
- What type of businesses need to obtain a permit before applying for a business license?
- If I'm looking to open a business and I'm unaware of Artesia's zoning, who can I speak to for clarification?
- What type of business license application do I need?
- What forms must be submitted when I apply for a business license?
- How long will it take to process my business license application?
- Are there business license fees, and how are they calculated?
- Where can I find the breakdown of the business license fees?
- What is Artesia Measure V and who does it apply to?

  Measure V is an additional Business License Tax. In addition to paying any business license tax, any person who operates a service and professional business within the Commercial General (C-G) Zone, Commercial Planned Development (CPD) Zone or Specific Plan (SP) Zones that does not devote at least fifty (50%) percent of its floor area to uses that generate sales tax and does not derive at least fifty (50%) percent of its revenues from sales that generate sales tax shall pay an additional business license tax. It does not affect home businesses. It will appear as a separate line item in the business license invoice as "Measure V."

  The full text can be viewed here: Artesia - 22-934U Measure V Ordinance
  Artesia City Code for Business Taxes: Business License Tax Amounts

- What happens during a business license inspection?



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BUSINESS LICENSE FREQUENTLY ASKED QUESTIONS (FAQ)

FAQs

- Who needs to apply for a business license?
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- If I'm looking to open a business and I'm unaware of Artesia's zoning, who can I speak to for clarification?
- What type of business license application do I need?

  There are three types of business license applications: retail, professional, and contractor/out of town service.

  - Businesses that sell to the public and wholesale businesses need to submit a retail application.
  - Professional businesses, such as accountants, doctors, escrow services, etc., need to submit a professional application.
  - Contractors, sub-contractors and persons not having a fixed place of business in the city but provide a service by the use of a vehicle need to submit a contractor license.

- What forms must be submitted when I apply for a business license?

  Each form in the business license packet must be submitted along with the business license application. In addition, a site plan and a floor plan of the business must be included (refer to the Artesia HDL Business Processing Website).

- How long will it take to process my business license application?
- Are there business license fees, and how are they calculated?
- Where can I find the breakdown of the business license fees?

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BUSINESS LICENSE FREQUENTLY ASKED QUESTIONS (FAQ)

FAQs

- Who needs to apply for a business license?
- What type of businesses need to obtain a permit before applying for a business license?
- If I'm looking to open a business and I'm unaware of Artesia's zoning, who can I speak to for clarification?
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- What forms must be submitted when I apply for a business license?
- How long will it take to process my business license application?
- Are there business license fees, and how are they calculated?
- Where can I find the breakdown of the business license fees?
- What is Artesia Measure V and who does it apply to?
- What happens during a business license inspection?

  For the inspection, a business owner needs to provide access to the facility on the day of the requested visit in order for the inspector to do the walkaround to verify that the plans provided (Site and Floor) match the business layout and no unapproved alterations have been made.

- How may I obtain a copy of my business license?
- When does my business license expire?
- What are the consequences of not renewing my license?
- If the business is only changing owners not operations do I still need a license?

  Yes, when a business transfers ownership, the new owners must apply for a business license. Business Licenses are not transferable.

- If I'm changing my business address, do I still need a new business license?

  If the business address changes, but the business activity stays the same a new business license is still required. However, businesses can keep the same account number.

- Can I request a list of businesses licensed in the City?

CITY COUNCIL AGENDA REPORT

MEETING DATE: August 10, 2026 **ITEM NO: 11B.**

TO: Mayor and Members of the City Council

SUBJECT: Banquet Hall Discussion

FROM: Paul Bollier, Community Development Director

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

RECOMMENDATION:
Staff recommends the City Council receive and file the staff report and discuss initial thoughts on whether to amend the Artesia Municipal Code to expand the allowed types of banquet facilities.

BACKGROUND:
On August 31, 2020 the City of Artesia ("City") Planning Commission adopted Resolution No. 2020-06P to recommend a Zoning Code Amendment removing banquet halls and facilities as a conditionally permitted used in the Commercial General (C-G) zone and in the Artesia Boulevard Corridor Specific Plan.

On November 9, 2020 the City Council introduced Ordinance No. 20-905, amending sections 9-2.11-2, 9-2.403, and 9-2.3202 of Chapter 2 (Zoning) of Title 9 (Planning and Zoning) of the Artesia Municipal Code to remove banquet halls and facilities as conditionally permitted uses from the C-G Zone and Artesia Boulevard Corridor Specific Plan. The Council also adopted Resolution No. 20-2826 amending sections of the City of Artesia Boulevard Corridor Specific Plan to remove banquet halls as conditionally permitted uses, thereby prohibiting standalone banquet halls. Ordinance No. 20-905 was adopted by the Council on May 10, 2021 and became effective 30 days thereafter.

The Artesia Municipal Code does permit restaurants with an ancillary use of a banquet room so long as no less than 50% of the total floor space is used for the restaurant and at least 50% of sale tax revenue is generated from that restaurant.

The City has a limited amount of available land to promote developments that provide resources to the City, such as tax generating commercial businesses or housing opportunities for residents. Banquet Halls do not generate consistent tax revenue for the City because rental fees are not taxable. The service of food also do not generate taxable sales, unless the caterer is also located in the City. On-site bar sales may generate some sales tax for the City; however; revenue would depend on catering arrangements and is likely to be limited and sporadic.

Banquet Halls also typically require large building footprints and significant amounts of parking (which is typically provided at-grade). As such, a single banquet hall utilizes a large amount of land where two or three restaurants could potentially fit in the same amount of area as an average banquet hall. Furthermore, most Banquet Halls predominately only operate on the weekends, resulting in periods of time with little- to no activity at the property. This reduces economic activity and can create an appearance of vacancy.

ANALYSIS:
While the Artesia Municipal Code currently prohibits banquet halls, the City has received inquiries from businesses that are considering submitting applications to the City to ask for a code amendment to allow banquet facilities in the City. In light of this, Staff completed some analysis regarding various types of banquet facilities and possible appropriate locations to spur discussion.

Staff identified four types of banquet facilities:

Type of Banquet Facility	Definition
Tier I - Banquet Room in Restaurant	An indoor space ancillary to a restaurant, separate from main restaurant seating, where food is provided by the onsite restaurant.
Tier II - Banquet Hall with Kitchen	An indoor venue used to host special events with on-site full kitchen which provides all food for the banquet hall (may also provide off-site catering services).
Tier III - Banquet Hall	An indoor venue used to host special events. No on-site kitchen, and all food is provided by offsite catering.
Community Hall	Facilities utilized to provide cultural, social, or educational activities for the community, and not associated with a business (examples: Community Centers, Artesia DES Hall, and halls at churches). As these types of facilities are typically not owned by businesses, this definition is only being provided for clarification purposes.

Tier I Banquet Rooms are already permitted in the Municipal Code in the C-G and the Commercial Planned Development (CDP) zone(s). Tier I facilities are the most desirable type of banquet facility as they exist in conjunction with a restaurant, which has regular activity related to the restaurant and produces valuable tax revenue. Tier II facilities would be vacant more often, but would produce tax revenue from the on-site catering. Tier III facilities are the least desirable facilities as they would be vacant more often and would not produce tax revenue for the City.

Below is a list of existing banquet facilities in the City:

Type of Banquet Facility	Location	Zone
Tier I	17538 Pioneer Blvd (Julio's Pizza)	C-G
Tier I	18329 Pioneer (former Seafood House - currently transitioning with new ownership)	ADSP*

Tier III	17720 Pioneer Blvd (Shantaba Banquet Hall - this facility was approved before the code was changed)	C-G

*Was approved when zoning was C-G

If the Council wishes to consider expanding the allowable types of banquet facilities, possible suggestions would be to continue to permit Tier I facilities in C-G and CPD zones and also conditionally permit Tier I facilities in the Artesia Downtown Specific Plan area. Additionally, Council could consider conditionally permitting Tier II facilities in the C-G and CPD zones. As all Tier II and III banquet facilities take up large amount of spaces while not consistently open and operating, setting a limit on the number of Tier II facilities that may be permitted is also an option that would preserve valuable commercial space while also ensuring against over saturation of banquet facilities.

Staff is requesting feedback that may be shared with potential banquet facility applicants regarding the City's thoughts on amending the Artesia Municipal Code to expand the allowed types of banquet facilities in the City.

FISCAL IMPACT:
There is no fiscal impact on the Fiscal Year 2026-27 Budget related to this discussion item.

RECOMMENDED COUNCIL ACTION:
Staff recommends the City Council receive and file the staff report and discuss initial thoughts on whether to amend the Artesia Municipal Code to expand the allowed types of banquet facilities.

Attachments

Ordinance 20-905.pdf

ORDINANCE NO. 20-905

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, AMENDING SECTIONS 9-2.1103, 9-2.403, AND 9-2.3203 OF CHAPTER 2 (ZONING) OF TITLE 9 (PLANNING AND ZONING) OF THE ARTESIA MUNICIPAL CODE REGARDING BANQUET HALLS AND FACILITIES

WHEREAS, the City of Artesia ("City") Zoning Code designates the General Commercial Zone as, among other things, an area to "provide for regional retail commercial needs"; and

WHEREAS, the City currently has several banquet facilities within the City and wishes to diversify the City's retail offerings; and

WHEREAS, to ensure a mix of land uses and maintain a healthy retail climate within the City, the City wishes to restrict the development of additional banquet uses and facilities within the City; and

WHEREAS, on August 31, 2020, the Planning Commission conducted a duly-noticed public hearing to consider Zoning Code Amendment No. 2020-08, at which hearing members of the public were afforded an opportunity to comment upon the proposed Zoning Code changes; and

WHEREAS, the Planning Commission adopted a resolution recommending that the City Council adopt Ordinance No. 20-905; and

WHEREAS, on November 9, 2020, the City Council held a noticed public hearing at which interested persons had an opportunity to testify in support of, or opposition to, Ordinance No. 20-905; and

WHEREAS, the findings and conclusions made by the City Council in this Ordinance are based on the oral and written evidence presented; and

WHEREAS, all other legal perquisites to the adoption of this Ordinance have occurred.

THE CITY COUNCIL OF THE CITY OF ARTESIA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Recitals. The abovementioned recitals are hereby incorporated herein as if set forth in full.

SECTION 2. CEQA. This Ordinance is exempt from environmental review under California Environmental Quality Act ("CEQA") Guideline Section 15061(b)(3) that provides CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Here, this Ordinance removes the "banquet hall or facilities" designation from the City's Zoning Code and does not authorize or approve any type of land use or project that could or would have any effect on the environment.

SECTION 3. FINDINGS. Ordinance No. 20-905 is consistent with the following policies and actions provided in the City's General Plan, as follows:

Community Goal LU 1, "A well planned community with sufficient land uses and intensities to meet the needs of anticipated growth and achieve the community vision." Community Policy LU 1.2, "Encourage a wide variety of retail and commercial services in appropriate locations." Policy Action LU 1.2.1: "Analyze the current inventory of developed and undeveloped commercial sites in the City in order to assess which are economically viable commercial developments that can be supported." Community Policy LU 3.1, "Encourage a mix of retail shops and services along the commercial corridors and in centers that better meet the needs of the area's present and future customers."

The City desires to expand retail opportunities within the City. Banquet halls and facilities require large spaces, which use up large parcels of property that may be better utilized to sustain economic growth within the City. Because of the limited retail opportunities in the City, residents cannot meet significant portions of their retail needs from retail outlets based in the City and must instead spend their tax dollars in adjacent communities. This ordinance would maintain a diversity of land uses and balance the need of existing banquet facilities within the City and other retail and commercial service uses.

SECTION 4. Section 9-2.403. The definition of "Banquet hall or facility" in subsection (b) of Section 9-2.403 of the Artesia Municipal Code is hereby amended in its entirety and restated to read as follows:

"9-2.403 "B" Words and Phrases.

. . . .

(b) ~~Banquet hall or facility means a building with a kitchen that is not a restaurant that provides seating for at least twenty (20) or more individuals and which is used exclusively for organized events in which full sit-down or buffet meals are provided.~~ Reserved."

SECTION 5. Section 9-2.110. Banquet hall and facilities parking standards in subsection (b)(8) of Section 9-2.110 are hereby amended in their entirety and restated to read as follows:

"**Section 9-2.1103 Parking Spaces Required.**

The following parking spaces shall be required:

. . . .

(b) *Commercial Uses.*

. . . .

(8) Restaurants, Cafés, ~~Banquet Halls or Facilities,~~ Night Clubs, Bars, Cocktail Lounges and Other Similar Places Dispensing Food or Refreshments. Restaurants, cafés, ~~banquet halls or facilities,~~ night clubs, bars, cocktail lounges and other similar places dispensing food or refreshments shall provide off-street parking as follows:

LARGE PROPERTIES (45,000 s.f. or greater)	**TYPE OF RESTAURANT/USE**	**PARKING REQUIREMENTS**
A. Large Properties (45,000 s.f. or greater). Properties with one (1) or more buildings totaling at least forty-five thousand (45,000) square feet of gross floor area:	(1) Restaurants	**1/200.** One (1) parking space for each two hundred (200) square feet of gross floor area.
	(2) Take-out restaurants including, but not limited to, coffee, ice cream, yogurt, juice, beverage and doughnut shops, bakeries, deli, sandwich and specialty food shops	**1/250.** If no customer seating, then one (1) parking space for each two hundred and fifty (250) square feet of gross floor area.
	~~(3) Banquet halls or facilities~~	~~**1/200.** One (1) parking space for each two hundred (200) square feet of gross floor area. In no event shall less than ten (10) parking spaces be provided for such use.~~
	(34) Night clubs, bars, cocktail lounges, and areas in which	**1/60.** One (l) parking space for each sixty (60) square feet of

	live entertainment is provided, and similar uses, including areas in which any such use occurs in a restaurant	gross floor area. In no event shall less than ten (10) parking spaces be provided for such use.
MEDIUM PROPERTIES (20,000—45,000 s.f.)	**TYPE OF RESTAURANT/USE**	**PARKING REQUIREMENTS**
B. Medium Properties (20,000 to 45,000 s.f.). Properties with one (1) or more buildings totaling twenty thousand (20,000) or more but less than forty-five thousand (45,000) square feet of gross floor area:	(1) Restaurants	**1/175.** One (1) parking space for each one hundred seventy-five (175) square feet of gross floor area.
	(2) Take-out restaurants including, but not limited to, coffee, ice cream, yogurt, juice, beverage and doughnut shops, bakeries, deli, sandwich and specialty food shops	(a) **1/250.** If the take-out restaurant has no customer seating, then one (1) parking space for each two hundred and fifty (250) square feet of gross floor area. (b) **1/200.** If the take-out restaurant is less than one thousand five hundred (1,500) square feet of gross floor area and has not more than six hundred (600) square feet of customer seating, then one (1) parking space for each two hundred (200) square feet of gross floor area.
	~~(3) Banquet halls or facilities~~	~~**1/100.** One (1) parking space facilities for each one hundred (100) square feet of gross floor area. In no event shall less than ten (10) parking spaces be provided for such use.~~
	(34) Night clubs, bars, cocktail lounges, and areas in which live entertainment is provided, and similar uses, including areas in which any such use occurs in a restaurant	**1/60.** One (1) parking space for each sixty (60) square feet of gross floor area. In no event shall less than ten (10) parking spaces be provided for such use.
SMALL PROPERTIES (less than 20,000 s.f.)	**TYPE OF RESTAURANT/USE**	**PARKING REQUIREMENTS**
C. Small Properties (less, than 20,000 s.f.). Properties with one (1) or more buildings totaling less than twenty thousand (20,000) square feet of gross floor area:	(1) Restaurants	**1/150.** One (1) parking space for each one hundred fifty (150) square feet of gross floor area.
	(2) Take-out restaurants including, but not limited to, coffee, ice cream, yogurt, juice, beverage and doughnut shops, bakeries, deli, sandwich and specialty food shops	(a) **1/250.** If the take-out restaurant has no customer seating, then one (1) parking space for each two hundred and fifty (250) square feet of gross floor area. (b) **1/175.** If the take-out restaurant is less than one thousand five hundred (1,500)

		square feet of gross floor area and has not more than six hundred (600) square feet of customer seating, then one (1) parking space for each one hundred seventy-five (175) square feet of gross floor area.
	~~(3) Banquet halls or facilities~~	~~**1/100.** One (1) parking space facilities for each one hundred (100) square feet of gross floor area. In no event shall less than ten (10) parking spaces be provided for such use.~~
	(34) Night clubs, bars, cocktail lounges, and areas in which live entertainment is provided, and similar uses, including areas in which any such use occurs in a restaurant	**1/60.** One (1) parking space for each sixty (60) square feet of gross floor area. In no event shall less than ten (10) parking spaces be provided for such use.
OLD DOWNTOWN AREA	**TYPE OF RESTAURANT/USE**	**PARKING REQUIREMENTS**
D. Old Downtown Area. Within the area along Pioneer Boulevard bounded by 186th Street on the north, 187th Street on the south, the first alley east of Pioneer Boulevard on the east and the first alley west of Pioneer Boulevard on the west:	(1) Restaurants	**1/250.** One (1) parking space for each two hundred fifty (250) square feet of gross floor area.
	(2) Take-out restaurants including, but not limited to, coffee, ice cream, yogurt, juice, beverage and doughnut shops, bakeries, deli, sandwich and specialty food shops	**1/250.** One (1) parking space for each two hundred and fifty (250) square feet of gross floor area.
	~~(3) Banquet halls or facilities~~	~~**1/200.** One (1) parking space facilities for each two hundred (200) square feet of gross floor area. In no event shall less than ten (10) parking spaces be provided for such use.~~
	(34) Night clubs, bars, cocktail lounges, and areas in which live entertainment is provided, and similar uses, including areas in which any such use occurs in a restaurant	**1/60.** One (1) parking space for each sixty (60) square feet of gross floor area. In no event shall less than ten (10) parking spaces be provided for such use.

	ADDITIONAL REQUIREMENTS IN THE OLD DOWNTOWN AREA
	In addition to the parking requirements specified in this subsection (D), restaurants, take-out restaurants, drive-thru restaurants, nightclubs, bars, and cocktail lounges ~~and banquet halls~~ located in the "Old Downtown Area" shall be required to meet the following additional standards and requirements: 1. Not more than fifty (50%) percent of the total square footage of gross floor area on either side of Pioneer Boulevard in the Old Downtown Area shall be occupied by the uses covered by this

	section. Once this limit is obtained, no additional uses covered by this section shall be permitted in this area. 2. The application must be submitted for review and approval by the City's contract urban planning professional (architect or planner), together with a deposit of fees to pay for such review. The urban planning professional shall work with the applicant to ensure a high-quality architectural design that helps achieve the City's goal of developing a successful and vibrant destination Old Downtown Area and shall base his or her action to approve or disapprove the submittal based on the required findings for development review approval contained in Section 9-2.2005 of the Artesia Municipal Code. 3. The property owner shall eliminate rear parking lot boundary fences or walls and allow for cross-pedestrian and cross-vehicular traffic between and across adjoining parking areas, when the property is adjacent to a property used as a restaurant. 4. The property owner or applicant pays a parking facility in lieu fee in an amount set by resolution of the City Council for each parking space required for the proposed use under this section that cannot be accommodated on the property based on the existing number of on-site parking spaces and other existing and continuing uses on the property. The fee may be reduced pursuant to an agreement with the City if the property owner provides a publicly available pedestrian accessway of a minimum of five (5) feet in width from the rear to the front of the property, subject to City staff approval."

SECTION 6. Section 9-2.3203. Subsection (aa) of Section 9-2.3203 of the Artesia Municipal Code is hereby amended in its entirety and restated to read as follows:

"**9-2.3203 Uses Permitted Subject to Conditional Use Permits (C-G).**

Premises in the General Commercial (C-G) Zone may be used for the following purposes provided a conditional use permit has first been obtained pursuant to the provisions of Article 17 of this chapter:

. . . .

(aa) ~~Banquet hall or facility~~ Reserved."

SECTION 7. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance, or application thereof to any person or place, is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each and every section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact than any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

SECTION 8. Certification and Publication. The City Clerk shall certify to the passage of this Ordinance and shall cause same to be published pursuant to state law within fifteen (15) days after its passage, and this Ordinance shall become effective thirty (30) days after its passage.

PASSED, APPROVED, and ADOPTED this 10th day of May, 2021.

RENE TREVINO, MAYOR

ATTEST:

ERNESTO SANCHEZ, CITY CLERK

I, Ernesto Sanchez, City Clerk of the City of Artesia, do hereby certify that the foregoing Ordinance was introduced and adopted at the Regular City Council Meeting held on the 10th day of May 2021, by the following roll call vote:

AYES:	COUNCIL MEMBERS:	TREVINO, RAMOSO, TAJ, LIMA, MANALO
NOES:	COUNCIL MEMBERS:	NONE
ABSENT:	COUNCIL MEMBERS:	NONE
ABSTAIN:	COUNCIL MEMBERS:	NONE

ERNESTO SANCHEZ, CITY CLERK

CITY COUNCIL AGENDA REPORT

MEETING DATE: August 10, 2026 **ITEM NO: 11C.**

TO: Mayor and Members of the City Council

SUBJECT: Artesia Botanical Garden Project Update

FROM: Leslie Nacionales-Tafoya, Management Analyst

REVIEWED AND APPROVED BY:

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

RECOMMENDATION:

Staff recommends the City Council receive and file this report.

BACKGROUND:

In 2016, the City of Artesia ("City") participated in a Parks Need Assessment (PNA) in cooperation with Los Angeles County as part of an effort to take an inventory of existing parks and park facilities and to also determine how accessible parks and open spaces were to all Los Angeles County residents. The PNA found that 46 percent of the City's residents live within a half mile of a park, whereas 49 percent of Los Angeles County's residents live within a half mile of a park. The PNA also found that within the City, there is 0.82 acres of park space available per 1,000 residents compared to the average of 3.3 acres per 1,000 residents in the County. The PNA is updated annually, most recently for Calendar Year 2025. The metrics place the City into the category of a High Need Area for parks and open spaces. The Botanical Garden project would increase the availability and accessibility of park space and recreational facilities to an area of the City where residents are further than a half mile from one of the City's existing parks. It would also increase the number of acres of park space available to all City residents to 1.1 acres per 1,000 residents.

In 2018, the City purchased property located on 178th Street to address the City's need for open park space. Extensive community outreach conducted by the City informed the park development project. The City held five community planning meetings to solicit input on the proposed project. Bilingual staff in English and Spanish were present at all meetings. Meetings were held at the project site and at the City's other two parks on both weekdays and weekends, spanning a variety of meeting times. Overall, 88 community members participated in public meetings and represented a mix of age groups in the community. During the community engagement process, the concept of the Botanical Garden was narrowed down as the front runner by residents.

In 2019, the City successfully completed its CEQA review of the proposed project and developed a conceptual site plan. Simultaneously, Staff then began the process of applying for grants to fund the project. In 2023, the City was awarded $3,000,000 in federal funds through the Department of Housing and Urban Development's (HUD) Community Project Fund for the design and development of the Artesia Botanical Garden. In 2024, $2,000,000 was awarded for the project in state funds through the California Natural Resources Agency. In 2025, $2,000,000 was awarded from the Los Angeles County Regional Park and Open Space District (RPOSD) 2025 Measure A Competitive Grants for Natural Lands, Local Beaches, Water Conservation and Protection.

In August 2024, the City Awarded a Contract to Chee-Salette to complete the Botanical Garden design, construction plans, and provide project management during construction. An Ad-Hoc Committee was also formed for the Botanical Garden to help guide the project design. On October 23, 2024, a joint Special Meeting of all the City's Commissions met to review and comment on Project design options. Comments centered on having more garden/open space and less event spaces. Working with the Botanical Garden Ad-Hoc Committee and the design team, revised designs were presented to increase the botanical garden and remove the previous amphitheater. The City Council approved the adjusted design on March 17, 2025. The approved design includes a small community building that can host recreational classes like yoga and meditation, a meeting and classroom space, an area for small community events, and facility rental space. Removal of the amphitheater and emphasis of the garden space reduces the potential impact on the residential area while expanding the open space available to the community.

The Botanical Garden design includes a small community building with a 1,276 square foot community room, welcome plaza, tropical, arid and desert gardens, educational areas, a demonstration garden, walking paths, and central lawn. The Project includes environmentally sustainable techniques: semipermeable surfaces, bioswales, drip irrigation, and storm water best management practices.

Alignment with Fiscal Year 2026-27 Goals:
Goal(s) No. 3 - Refine Capital Improvement Project Delivery: Expedite completion of Capital Improvement Projects

This project is part of the Fiscal Year 2026-27 Capital Improvement Program: Artesia Botanical Garden. This report is for informational purposes; however, the report demonstrates that the project is moving forward towards completion.

ANALYSIS:
The Botanical Garden has already completed the important project milestones listed below:

Milestone	Timeline	Status
CEQA	November 2019	Complete
NEPA	June 2024	Complete
Award of Design Contract	August 2024	Complete
Demolition of existing structures	November 2024	Complete
Council approval of Design	March 2025	Complete
Submission of plans for Plan Check	October 2025	Complete
Construction Document Development	April 2026	Complete

Milestone	Timeline	Status
Utility Service Plan Development	August 2026	
Complete Building Plan Check(s)	August 2026	
Release Construction Bid	August 2026	
Award Construction Contract	November 2026	
Begin Construction	December 2026	
Complete Construction	March 2028	
Open Botanical Garden for Operation	April 2028	

The Bid documents are expected to be completed by the end of August. The City recently acquired Planet Bids, an online public contracting tool, and plans to release the Botanical Garden bid packet on this platform to increase the City's ability to reach more potential bidders and streamline the bid process.

FISCAL IMPACT:
There is no fiscal impact associated with receiving and filing this report.

This Project is listed on the City's Fiscal Years 2026-27 through 2030-31 Capital Improvement Program and is a multi-year project. It is funded by a combination of grants from HUD, CNRA, and RPOSD, along with Development Impact Fees and the General Fund in Fiscal Year 2027-28.

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