

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

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

**Monday, April 14, 2025  
7:00 p.m.**

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**1. CALL TO ORDER**

1A. Call to Order

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**2. ROLL CALL**

2A. Roll Call

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**3. INVOCATION**

3A. Invocation

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**4. PLEDGE OF ALLEGIANCE**

4A. Pledge of Allegiance  
— Ananya Anand, Eagle Scout, Troop 693G

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**5. PUBLIC COMMENTS**

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

5A. Public Comments

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**6. COUNCILMEMBER COMMENTS**

6A. Councilmember Comments

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**7. CEREMONIAL PRESENTATIONS**

7A. Certificate of Recognition - Ananya Anand, Eagle Scout, Troop 693G  
7B. Donate Life Month Proclamation

- 7C. Autism Awareness Month Proclamation
- 7D. Ramadan Month Proclamation
- 7E. Arbor Day and Earth Day Proclamation
- 7F. National Volunteer Month
- 7G. Armenian Genocide Commemoration Day Proclamation

## **8. BUSINESS PRESENTATIONS - NONE**

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## **9. CONSENT CALENDAR**

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

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

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

9B. Accounts Payable Check Register - March 2025

— Recommended Action: Receive and File.

9C. City Financial Report - February 2025

— Recommended Action: Receive and File.

9D. AB 1234 Reporting

— Recommended Action: Receive and File.

9E. City Council Meeting Minutes

— Recommended Action: Approve Minutes as Presented for March 5, 2025 - Special Meeting, March 17, 2025 - Special Meeting, March 17, 2025 - Regular Meeting

9F. Second Reading and Adoption of an Ordinance Vacant Properties

— Recommended Action: Adopt Ordinance No. 25-966, an Ordinance Amending Chapter 24 (Vacant Buildings and Foreclosed Properties) of Title 5 (Public Welfare) of the Artesia Municipal Code Relating to the Maintenance of Vacant Properties; and Find that the proposed Ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3).

9G. Second Reading and Adoption of an Ordinance Regarding Accessory Dwelling Units

— Recommended Action: Adopt Ordinance No. 25-963, An Ordinance of the City Council of the City of Artesia, California, Amending Title 9, Chapter 2, Article 45 of the Artesia Municipal Code Relating to Accessory Dwelling Units and Junior Accessory Dwelling Units to Comply with Recent Changes in State Law, and Finding the Action to be Statutorily Exempt from CEQA Under Public Resources Code § 21080.17.

9H. Heritage Trees at the Botanical Garden

— Recommended Action: Resolution No. 25-3031, Designating 10 Trees Identified by Number as 49, 51, 52, 53, 54, 55, 56, 57, 58 and 59 at the Artesia Botanical Garden Site Located at 11462 178 Street, Artesia, CA as Heritage Trees

9I. Third Amendment to the Transportation Services Agreement to Provide Extended Electric Bus Service

— Recommended Action: Approve and Authorize the City Manager to Execute on the City Council’s Behalf the Third Amendment to the Transportation Services Agreement with Pcam, LLC Dba Parking Company of America in the Not-to Exceed Amount of \$545,000 to Operate and Maintain the City’s Electric Bus.

**10. PUBLIC HEARING - NONE**

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**11. DISCUSSION - NONE**

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**12. CITY MANAGER INFORMATIONAL REPORTING**

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12A. City Manager Reporting

**13. ADJOURNMENT**

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13A. Adjournment

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

*Date Posted: April 10, 2025*



## **CITY COUNCIL AGENDA REPORT**

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**MEETING DATE:** April 14, 2025

**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

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**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

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**MEETING DATE:** April 14, 2025

**ITEM NO:** 9B.

**TO:** Mayor and Members of the City Council

**SUBJECT:** Accounts Payable Check Register - March 2025

**FROM:** Jamie Murguia, Finance Manager

**REVIEWED AND APPROVED BY:**

Melissa Burke, Deputy City Manager

Abel Avalos, City Manager

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**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 March 1, 2025 through March 31, 2025.

Prior to printing each check, payment requests are approved by the department manager, Finance Manager, and City Manager. Once payment requests have been approved, a batch for disbursement is processed by the Senior Accountant, and approved by the Finance Manager. Each check is printed with its invoice detail, 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**

[March 2025 Check Register.pdf](#)

# City of Artesia

## March 2025 Check Register

Date	Transaction # Description	Transaction Type	Post Date Due Date	Transaction Payment # Amount	Payment Date	Amount Paid
<b>4LEAF, INC.</b>						
03/20/2025	J4100K	Invoice	03/20/2025	\$1,380.00 86155	03/25/2025	\$1,380.00
	25/02 Code Enforcement		03/20/2025			
			<i>Totals for 4LEAF, INC.:</i>	<u>\$1,380.00</u>		<u>\$1,380.00</u>
<b>AFSCME DISTRICT COUNCIL 36</b>						
03/12/2025	03072025	Invoice	03/12/2025	\$670.30 86102	03/12/2025	\$670.30
	Union Dues, Payroll		03/12/2025			
03/21/2025	03212025	Invoice	03/21/2025	\$666.87 86156	03/25/2025	\$666.87
	Union Dues, Payroll		03/21/2025			
			<i>Totals for AFSCME DISTRICT COUNCIL 36:</i>	<u>\$1,337.17</u>		<u>\$1,337.17</u>
<b>ALBANO'S PLUMBING INC.</b>						
03/05/2025	57434	Invoice	03/05/2025	\$185.00 86083	03/05/2025	\$185.00
	Artesia Park playground		03/05/2025			
	men's restroom toilet repair					
03/19/2025	57619	Invoice	03/19/2025	\$175.00 86124	03/19/2025	\$175.00
	Unclog Toilet at Artesia Park		03/19/2025			
03/19/2025	57905	Invoice	03/19/2025	\$525.00 86124	03/19/2025	\$525.00
	Replaced Toilet at AJ Park		03/19/2025			
			<i>Totals for ALBANO'S PLUMBING INC.:</i>	<u>\$885.00</u>		<u>\$885.00</u>
<b>ALL CITY MANAGEMENT SERVICES</b>						
03/05/2025	99006	Invoice	03/05/2025	\$11,721.60 86084	03/05/2025	\$11,721.60
	2/2- 2/15/25 Crossing Guard		03/05/2025			
			<i>Totals for ALL CITY MANAGEMENT SERVICES:</i>	<u>\$11,721.60</u>		<u>\$11,721.60</u>
<b>ALPHA PHI OMEGA</b>						
03/12/2025	83788761	Invoice	03/12/2025	\$150.00 86103	03/12/2025	\$150.00
	Facility Deposit Refund		03/12/2025			
			<i>Totals for ALPHA PHI OMEGA:</i>	<u>\$150.00</u>		<u>\$150.00</u>
<b>ANTONIO'S BARBER SUPPLY</b>						
10/15/2024	78682437	Invoice	10/15/2024	\$150.00 86085	03/05/2025	\$150.00
	Street Fair Deposit Refund		10/15/2024			
			<i>Totals for ANTONIO'S BARBER SUPPLY:</i>	<u>\$150.00</u>		<u>\$150.00</u>
<b>ARTESIA BUILDING MATERIALS</b>						
03/19/2025	109292	Invoice	03/19/2025	\$87.58 86125	03/19/2025	\$87.58
	Sand for Sand Baqs		03/19/2025			
			<i>Totals for ARTESIA BUILDING MATERIALS:</i>	<u>\$87.58</u>		<u>\$87.58</u>
<b>BEST BEST &amp; KRIEGER LLP</b>						
03/05/2025	1020916	Invoice	03/05/2025	\$2,244.00 86086	03/05/2025	\$2,244.00
	25/01 Economic		03/05/2025			
	Development - Clear					
03/12/2025	1022305	Invoice	03/12/2025	\$4,238.31 86157	03/25/2025	\$4,238.31
	25/02 General Litigation		03/12/2025			
03/12/2025	1022294	Invoice	03/12/2025	\$4,263.00 86157	03/25/2025	\$4,263.00
	25/02 Planning		03/12/2025			
03/12/2025	1022304	Invoice	03/12/2025	\$5,204.88 86157	03/25/2025	\$5,204.88
	25/02 Code Enforcement		03/12/2025			
03/12/2025	1022291	Invoice	03/12/2025	\$5,715.00 86157	03/25/2025	\$5,715.00
	25/02 City Council Project		03/12/2025			
03/12/2025	1022300	Invoice	03/12/2025	\$6,111.48 86157	03/25/2025	\$6,111.48
	25/02 Motel 6		03/12/2025			
03/12/2025	1022293	Invoice	03/12/2025	\$465.50 86157	03/25/2025	\$465.50
	25/02 Administration		03/12/2025			
03/12/2025	1022298	Invoice	03/12/2025	\$408.00 86157	03/25/2025	\$408.00
	25/02 Finance		03/12/2025			
03/12/2025	1022303	Invoice	03/12/2025	\$408.00 86157	03/25/2025	\$408.00
	25/02 Eminent Domain RE		03/12/2025			

03/12/2025	1022297	Invoice	03/12/2025	\$343.00 86157	03/25/2025	\$343.00
	25/02 Utilities		03/12/2025			
03/12/2025	1022301	Invoice	03/12/2025	\$170.00 86157	03/25/2025	\$170.00
	25/02 HCD Notice		03/12/2025			
03/12/2025	1022296	Invoice	03/12/2025	\$784.00 86157	03/25/2025	\$784.00
	25/02 Public Works		03/12/2025			
03/12/2025	1022295	Invoice	03/12/2025	\$1,241.50 86157	03/25/2025	\$1,241.50
	25/02 City Clerk		03/12/2025			
03/12/2025	1022292	Invoice	03/12/2025	\$1,372.00 86157	03/25/2025	\$1,372.00
	25/02 City Manager		03/12/2025			
03/12/2025	1022306	Invoice	03/12/2025	\$1,737.45 86157	03/25/2025	\$1,737.45
	25/02 Application		03/12/2025			
	Reimbursable -11732					
03/12/2025	1022302	Invoice	03/12/2025	\$2,482.00 86157	03/25/2025	\$2,482.00
	25/02 Economic		03/12/2025			
03/12/2025	1022308	Invoice	03/12/2025	\$3,480.00 86158	03/25/2025	\$3,480.00
	25/02 Public Record Act		03/12/2025			
03/12/2025	1022299	Invoice	03/12/2025	\$3,774.00 86158	03/25/2025	\$3,774.00
	25/02 Labor/Employment		03/12/2025			
03/12/2025	1022307	Invoice	03/12/2025	\$3,928.50 86158	03/25/2025	\$3,928.50
	25/02 Builders Remedy		03/12/2025			
		<i>Totals for BEST BEST &amp; KRIEGER LLP:</i>		<u>\$48,370.62</u>		<u>\$48,370.62</u>
<b>BUILDER BOY INC</b>						
03/19/2025	8005971	Invoice	03/19/2025	\$4,900.00 86126	03/19/2025	\$4,900.00
	Dry Wall Installation at		03/19/2025			
03/19/2025	8005967	Invoice	03/19/2025	\$2,000.00 86126	03/19/2025	\$2,000.00
	Wood Demo and Insulation		03/19/2025			
		<i>Totals for BUILDER BOY INC:</i>		<u>\$6,900.00</u>		<u>\$6,900.00</u>
<b>CALE AMERICA INC.</b>						
03/05/2025	184462	Invoice	03/05/2025	\$1,526.16 86087	03/05/2025	\$1,526.16
	25/02 Parking Meter IT		03/05/2025			
		<i>Totals for CALE AMERICA INC.:</i>		<u>\$1,526.16</u>		<u>\$1,526.16</u>
<b>CALIFORNIA CLERK ADMINISTRATION SERVICES, LLC</b>						
03/06/2025	A-008	Invoice	03/06/2025	\$525.00 86159	03/25/2025	\$525.00
	Transcription of minutes		03/06/2025			
	1/13/25 Sp & Reg, 2/10/25					
		<i>Totals for CALIFORNIA CLERK ADMINISTRATION SERVICES, LLC:</i>		<u>\$525.00</u>		<u>\$525.00</u>
<b>CalPers</b>						
03/01/2025	4203484552-03/2025	Invoice	03/01/2025	\$72,796.34 41132	04/01/2025	\$72,796.34
	25/03 Health Premium		03/01/2025			
		<i>Totals for CalPers:</i>		<u>\$72,796.34</u>		<u>\$72,796.34</u>
<b>CARL FONSECA</b>						
03/12/2025	OCT2024	Invoice	03/12/2025	\$50.00 86104	03/12/2025	\$50.00
	Oct '24 PC Stipend		03/12/2025			
		<i>Totals for CARL FONSECA:</i>		<u>\$50.00</u>		<u>\$50.00</u>
<b>CBE OFFICE SOLUTIONS</b>						
03/21/2025	IN2823852	Invoice	03/21/2025	\$251.96 86160	03/25/2025	\$251.96
	1/20-3/19/25 Overage		03/21/2025			
		<i>Totals for CBE OFFICE SOLUTIONS:</i>		<u>\$251.96</u>		<u>\$251.96</u>
<b>CELL BUSINESS EQUIPMENT</b>						
03/19/2025	5033514467	Invoice	03/19/2025	\$653.71 86127	03/19/2025	\$653.71
	3/20-4/19/25 Sharp Copiers		03/19/2025			
		<i>Totals for CELL BUSINESS EQUIPMENT:</i>		<u>\$653.71</u>		<u>\$653.71</u>
<b>CHANSON WALKER</b>						
03/19/2025	030525	Invoice	03/19/2025	\$261.00 86128	03/19/2025	\$261.00
	Shirts orders for City Council		03/19/2025			
	and Commissioners					
		<i>Totals for CHANSON WALKER:</i>		<u>\$261.00</u>		<u>\$261.00</u>
<b>CHEE SALETTE ARCHITECTURE OFFICE</b>						
03/19/2025	2024-08-06	Invoice	03/19/2025	\$9,000.00 86161	03/25/2025	\$9,000.00
	25/02 Design Services		03/19/2025			
02/01/2025	2024-08-05	Invoice	02/01/2025	\$44,500.00 86161	03/25/2025	\$44,500.00

	25/01 Design Services		02/01/2025			
	Totals for CHEE SALETTE ARCHITECTURE OFFICE:			\$53,500.00		\$53,500.00
CHIRAG PATEL						
03/12/2025	JAN/FEB	Invoice	03/12/2025	\$100.00	86105	03/12/2025 \$100.00
	Jan/Feb ' 25 PC Stipend		03/12/2025			
	Totals for CHIRAG PATEL:			\$100.00		\$100.00
CINTAS CORP						
03/19/2025	4222254660	Invoice	03/19/2025	\$149.72	86129	03/19/2025 \$149.72
	25/02 AJ Park Janitorial		03/19/2025			
03/19/2025	4220695957	Invoice	03/19/2025	\$627.23	86129	03/19/2025 \$627.23
	25/02 Artesia Park Janitorial		03/19/2025			
	Totals for CINTAS CORP:			\$776.95		\$776.95
CITY OF BREA						
03/19/2025	ASIT001491	Invoice	03/19/2025	\$4,523.20	86130	03/19/2025 \$4,523.20
	25/02 IT service and onsite		03/19/2025			
	Totals for CITY OF BREA:			\$4,523.20		\$4,523.20
CLOUD DRIVEN SOLUTIONS						
03/05/2025	IR-3699	Invoice	03/05/2025	\$6,899.00	86088	03/05/2025 \$6,899.00
	Annual service payment		03/05/2025			
03/20/2025	1097	Invoice	03/20/2025	\$5,248.00	86162	03/25/2025 \$5,248.00
	Council Chamber A/V		03/20/2025			
	Totals for CLOUD DRIVEN SOLUTIONS:			\$12,147.00		\$12,147.00
COLONIAL LIFE						
03/05/2025	70687030301211	Invoice	03/05/2025	\$3,583.33	41123	03/06/2025 \$3,583.33
	25/03 Supplemental Ins.		03/05/2025			
	Totals for COLONIAL LIFE:			\$3,583.33		\$3,583.33
COMPLETE PAPERLESS SOLUTIONS, LLC						
03/19/2025	4386	Invoice	03/19/2025	\$2,753.23	86131	03/19/2025 \$2,753.23
	Laserfiche - CD Document		03/19/2025			
03/19/2025	4383	Invoice	03/19/2025	\$6,262.72	86131	03/19/2025 \$6,262.72
	Laserfiche - CD Document		03/19/2025			
	Totals for COMPLETE PAPERLESS SOLUTIONS, LLC:			\$9,015.95		\$9,015.95
CONTINENTAL INTERPRETING SERVICES, INC.						
03/05/2025	I-35456	Invoice	03/05/2025	\$50.00	86089	03/05/2025 \$50.00
	Translation for Title VI		03/05/2025			
	Totals for CONTINENTAL INTERPRETING SERVICES, INC.:			\$50.00		\$50.00
DUPRE ENTERPRISES						
03/05/2025	113692	Invoice	03/05/2025	\$260.00	86090	03/05/2025 \$260.00
	Troubleshooting Water		03/05/2025			
	Tower Light Not Turning On					
03/05/2025	113664	Invoice	03/05/2025	\$1,160.00	86090	03/05/2025 \$1,160.00
	Historic Trail Solar Lighting		03/05/2025			
	Issue - December 21, 2024					
03/05/2025	113661	Invoice	03/05/2025	\$1,442.12	86090	03/05/2025 \$1,442.12
	Historical Trail Solar Lighting		03/05/2025			
	Issues - December 14, 2024					
03/14/2025	113698	Invoice	03/14/2025	\$280.00	86163	03/25/2025 \$280.00
	Main Park Lights Timer		03/14/2025			
03/14/2025	113699	Invoice	03/14/2025	\$560.00	86163	03/25/2025 \$560.00
	Investigating Intermittent		03/14/2025			
	Totals for DUPRE ENTERPRISES:			\$3,702.12		\$3,702.12
Enterprise FM Trust						
03/20/2025	480414A-030525	Invoice	03/20/2025	\$3,399.91	41133	04/01/2025 \$3,399.91
	24/02 Electric Vehicle Lease		03/20/2025			
	& Fleet Maintenance					
	Totals for Enterprise FM Trust:			\$3,399.91		\$3,399.91
EXCEL PAVING COMPANY						
03/12/2025	R-28569 rev1	Invoice	03/12/2025	\$22,391.80	86106	03/12/2025 \$22,391.80
	Retention Payment for 2024		03/12/2025			
	City Wide Bus Shelter					
	Totals for EXCEL PAVING COMPANY:			\$22,391.80		\$22,391.80
FIDELITY SECURITY LIFE INSURANCE CO.						

03/10/2025	166689956	Invoice	03/10/2025	\$595.44	41126	03/21/2025	\$595.44
	25/03 Vision Coverage		03/10/2025				
Totals for FIDELITY SECURITY LIFE INSURANCE CO.:				\$595.44			\$595.44
FIESTA COOPERATIVE INC.							
02/28/2025	250202	Invoice	02/28/2025	\$8,374.75	86164	03/25/2025	\$8,374.75
	25/02 Dial-a-Ride Services		02/28/2025				
Totals for FIESTA COOPERATIVE INC.:				\$8,374.75			\$8,374.75
FRANCHISE TAX BOARD							
03/12/2025	03072025	Invoice	03/12/2025	\$80.00	86107	03/12/2025	\$80.00
	Erica Jackson, 03/07/2025		03/12/2025				
03/21/2025	03212025	Invoice	03/21/2025	\$80.00	86165	03/25/2025	\$80.00
	Erica Jackson, 03/21/2025		03/21/2025				
03/21/2025	03212025	Invoice	03/21/2025	\$46.09	86166	03/25/2025	\$46.09
	Rene Trevino, 03212025		03/21/2025				
Totals for FRANCHISE TAX BOARD:				\$206.09			\$206.09
G2 CONSTRUCTION INC							
03/19/2025	250226-A2	Invoice	03/19/2025	\$162,644.00	86132	03/19/2025	\$162,644.00
	Phase 2 Stormwater Trash		03/19/2025				
	Capture Installation Project						
Totals for G2 CONSTRUCTION INC:				\$162,644.00			\$162,644.00
GOLDEN STATE WATER COMPANY							
03/21/2025	00552386989-031325	Invoice	02/21/2025	\$274.54	41127	03/21/2025	\$274.54
	25/02 11938 South St.		03/21/2025				
03/21/2025	28650044382-030625	Invoice	03/21/2025	\$221.77	41127	03/21/2025	\$221.77
	25/02 18609 IRR Pioneer		03/21/2025				
03/21/2025	49057935782-031825	Invoice	03/21/2025	\$53.25	41127	03/21/2025	\$53.25
	25/02 18530 Corby Ave.		03/21/2025				
03/21/2025	13732300002-031825	Invoice	03/21/2025	\$448.52	41127	03/21/2025	\$448.52
	25/02 11504 Artesia Blvd		03/21/2025				
03/21/2025	80727400006-030625	Invoice	03/21/2025	\$474.88	41127	03/21/2025	\$474.88
	25/02 11710 South St. IRR		03/21/2025				
03/21/2025	43024400004-030625	Invoice	03/21/2025	\$494.66	41127	03/21/2025	\$494.66
	25/02 11734 IRR Artesia		03/21/2025				
03/21/2025	42732300001-031825	Invoice	03/21/2025	\$1,003.80	41127	03/21/2025	\$1,003.80
	25/02 12034 Artesia IRR		03/21/2025				
03/21/2025	11131392257-031725	Invoice	03/21/2025	\$422.14	41127	03/21/2025	\$422.14
	25/02 17189 IRR Baber Ave.		03/21/2025				
03/21/2025	97259400006-031725	Invoice	03/21/2025	\$50.81	41127	03/21/2025	\$50.81
	25/02 17202 Alburdis		03/21/2025				
03/21/2025	82177200001-031725	Invoice	03/21/2025	\$260.65	41127	03/21/2025	\$260.65
	25/02 17203 Corby Ave.		03/21/2025				
03/21/2025	87564300009-031825	Invoice	03/21/2025	\$758.40	41127	03/21/2025	\$758.40
	25/02 17512 IRR Norwalk		03/21/2025				
03/21/2025	79020300004-031825	Invoice	03/21/2025	\$1,608.98	41127	03/21/2025	\$1,608.98
	25/02 17815 Pioneer Blvd		03/21/2025				
03/21/2025	87836872074-031325	Invoice	03/21/2025	\$182.21	41127	03/21/2025	\$182.21
	25/02 18506 IRR Pioneer		03/21/2025				
03/21/2025	29424300001-031325	Invoice	03/21/2025	\$176.11	41127	03/21/2025	\$176.11
	25/02 18641 Corby Ave.		03/21/2025				
03/21/2025	22743000006-03132025	Invoice	03/21/2025	\$245.71	41127	03/21/2025	\$245.71
	25/02 18644 Alburdis Ave.		03/21/2025				
03/21/2025	91743000001-031325	Invoice	03/21/2025	\$544.96	41127	03/21/2025	\$544.96
	25/02 18747 Clarkdale Ave.		03/21/2025				
03/21/2025	02743000008-031325	Invoice	03/21/2025	\$32.94	41127	03/21/2025	\$32.94
	25/02 18747 Fp Clarkdale		03/21/2025				
03/21/2025	12743000007-031325	Invoice	03/21/2025	\$567.17	41127	03/21/2025	\$567.17
	25/02 18750 Clarkdale Ave.		03/21/2025				
03/21/2025	85147443411-031325	Invoice	03/21/2025	\$498.80	41127	03/21/2025	\$498.80
	25/02 18803 Elaine Ave.		03/21/2025				
03/21/2025	63500932239-031325	Invoice	03/21/2025	\$129.47	41127	03/21/2025	\$129.47
	25/02 Norwalk & South St.		03/21/2025				
03/21/2025	55342200007-030625	Invoice	03/21/2025	\$408.94	41127	03/21/2025	\$408.94
	25/02 Norwalk Blvd So of		03/21/2025				

03/21/2025	91385393847-030625	Invoice	03/21/2025	\$1,197.64 41127	03/21/2025	\$1,197.64
	25/02 17514 Norwalk Blvd		03/21/2025			
03/21/2025	53533876818-030625	Invoice	03/21/2025	\$360.28 41127	03/21/2025	\$360.28
	25/02 Droxford St Norwalk		03/21/2025			
03/21/2025	76772389227-031425	Invoice	03/21/2025	\$254.07 41127	03/21/2025	\$254.07
	25/02 11504 178th St.		03/21/2025			
Totals for GOLDEN STATE WATER COMPANY:				\$10,670.70		\$10,670.70
<b>HAMSAVENI JOTHEESWAREN</b>						
03/12/2025	83587681	Invoice	03/12/2025	\$150.00 86108	03/12/2025	\$150.00
	Facility Deposit Refund		03/12/2025			
Totals for HAMSAVENI JOTHEESWAREN:				\$150.00		\$150.00
<b>HEDSSON JIMENEZ</b>						
03/12/2025	FEB2025	Invoice	03/12/2025	\$1,208.35 86109	03/12/2025	\$1,208.35
	Feb '25 - Karate Class		03/12/2025			
Totals for HEDSSON JIMENEZ:				\$1,208.35		\$1,208.35
<b>HINDERLITER DE LLAMAS &amp; ASSOCIATES</b>						
03/19/2025	SIN048603	Invoice	03/19/2025	\$225.00 86133	03/19/2025	\$225.00
	25/02 Cannabis Program		03/19/2025			
Totals for HINDERLITER DE LLAMAS & ASSOCIATES:				\$225.00		\$225.00
<b>INTELLI-TECH</b>						
03/19/2025	15591	Invoice	03/19/2025	\$4,654.00 86134	03/19/2025	\$4,654.00
	Barracuda software renewal		03/19/2025			
Totals for INTELLI-TECH:				\$4,654.00		\$4,654.00
<b>JOSE GAMEZ</b>						
03/14/2025	IR-3809	Invoice	03/14/2025	\$90.67 86167	03/25/2025	\$90.67
	Banners for Pioneer and		03/14/2025			
Totals for JOSE GAMEZ:				\$90.67		\$90.67
<b>KAREN GONZALEZ</b>						
03/05/2025	030125	Invoice	03/05/2025	\$7,165.00 86091	03/05/2025	\$7,165.00
	Spring Artesian 2025		03/05/2025			
03/19/2025	031225	Invoice	03/19/2025	\$125.00 86135	03/19/2025	\$125.00
	Special event artwork		03/19/2025			
03/19/2025	031325	Invoice	03/19/2025	\$300.00 86135	03/19/2025	\$300.00
	Restaurant week window		03/19/2025			
03/19/2025	031125	Invoice	03/19/2025	\$185.00 86135	03/19/2025	\$185.00
	Postcard for Trash		03/19/2025			
Totals for KAREN GONZALEZ:				\$7,775.00		\$7,775.00
<b>KATHRIN WARDLE</b>						
03/19/2025	REIMB	Invoice	03/19/2025	\$50.00 86136	03/19/2025	\$50.00
	Deductible Reimbursement		03/19/2025			
Totals for KATHRIN WARDLE:				\$50.00		\$50.00
<b>KIMLEY HORN AND ASSOCIATES INC</b>						
03/05/2025	30916325-22	Invoice	03/05/2025	\$407.50 86092	03/05/2025	\$407.50
	25/01 - 11701 South St. Car		03/05/2025			
03/05/2025	30916325-18	Invoice	03/05/2025	\$2,230.00 86092	03/05/2025	\$2,230.00
	25/01 - 11700 Arkansas St.		03/05/2025			
03/05/2025	30916325-23	Invoice	03/05/2025	\$5,307.50 86092	03/05/2025	\$5,307.50
	25/01 - 17610-18 Pioneer		03/05/2025			
03/12/2025	30383240	Invoice	03/12/2025	\$3,250.00 86110	03/12/2025	\$3,250.00
	24/12 Historical Trail Fence		03/12/2025			
03/12/2025	30592184-019	Invoice	03/12/2025	\$3,652.50 86110	03/12/2025	\$3,652.50
	24/12 11540 187th Street		03/12/2025			
Totals for KIMLEY HORN AND ASSOCIATES INC:				\$14,847.50		\$14,847.50
<b>KOSMONT COMPANIES</b>						
03/05/2025	2412.8-002B	Invoice	03/05/2025	\$251.00 86093	03/05/2025	\$251.00
	25/01 Econ Dev		03/05/2025			
	Implementation - Remaining					
	Balance					
Totals for KOSMONT COMPANIES:				\$251.00		\$251.00
<b>LA CONSERVATION CORPS</b>						
03/19/2025	24-1479 Feb25	Invoice	03/19/2025	\$3,079.44 86137	03/19/2025	\$3,079.44
	25/02 CAL FIRE Grant Three		03/19/2025			

	Year Maintenance						
03/19/2025	24-1479 Jan25	Invoice	03/19/2025	\$3,079.44	86137	03/19/2025	\$3,079.44
	25/01 CAL FIRE Grant Three		03/19/2025				
	Year Maintenance						
03/19/2025	24-1479 Nov24	Invoice	03/19/2025	\$4,307.94	86137	03/19/2025	\$4,307.94
	24/11 CAL FIRE Grant Three		03/19/2025				
	Year Maintenance						
		Totals for LA CONSERVATION CORPS:		\$10,466.82			\$10,466.82
LA COUNTY ASSESSOR OFFICE							
03/19/2025	25ASRE135	Invoice	03/19/2025	\$78.00	86138	03/19/2025	\$78.00
	25/02 City Map		03/19/2025				
		Totals for LA COUNTY ASSESSOR OFFICE:		\$78.00			\$78.00
LA COUNTY DEPT OF ANIMAL CONTROL							
03/05/2025	02272025	Invoice	03/05/2025	\$3,328.51	86094	03/05/2025	\$3,328.51
	25/01 Animal Housing		03/05/2025				
03/25/2025	03202025	Invoice	03/25/2025	\$5,615.98	86168	03/25/2025	\$5,615.98
	25/02 Animal Housing		03/25/2025				
		Totals for LA COUNTY DEPT OF ANIMAL CONTROL:		\$8,944.49			\$8,944.49
LA COUNTY DEPT OF PUBLIC WORKS							
03/10/2025	25031004491	Invoice	03/10/2025	\$3,102.36	86169	03/25/2025	\$3,102.36
	25/02 Industrial Waste		03/10/2025				
		Totals for LA COUNTY DEPT OF PUBLIC WORKS:		\$3,102.36			\$3,102.36
LINCOLN NATIONAL LIFE INSURANCE							
03/03/2025	4807755870	Invoice	03/03/2025	\$2,439.53	41124	03/06/2025	\$2,439.53
	25/03 Life & Disability Ins.		03/03/2025				
		Totals for LINCOLN NATIONAL LIFE INSURANCE:		\$2,439.53			\$2,439.53
LOS ANGELES COUNTY PUBLIC WORKS							
03/19/2025	IN250000527	Invoice	03/19/2025	\$757.50	86139	03/19/2025	\$757.50
	FY24/25 City Sewer Service		03/19/2025				
	Charge Various Facilities						
03/19/2025	IN250000514	Invoice	03/19/2025	\$42,511.23	86139	03/19/2025	\$42,511.23
	24/12 Building & Safety		03/19/2025				
		Totals for LOS ANGELES COUNTY PUBLIC WORKS:		\$43,268.73			\$43,268.73
LOS CERRITOS COMMUNITY NEWS							
03/19/2025	37404	Invoice	03/19/2025	\$1,448.55	86140	03/19/2025	\$1,448.55
	Legal Notices 2/28/25		03/19/2025				
		Totals for LOS CERRITOS COMMUNITY NEWS:		\$1,448.55			\$1,448.55
MARIPOSA LANDSCAPES INC							
03/19/2025	112496	Invoice	03/19/2025	\$8,903.00	86141	03/19/2025	\$8,903.00
	25/02 Landscape		03/19/2025				
		Totals for MARIPOSA LANDSCAPES INC:		\$8,903.00			\$8,903.00
MAURICE PANTOJA							
03/12/2025	FEB2025	Invoice	03/12/2025	\$50.00	86111	03/12/2025	\$50.00
	Feb '25 PC Stipend		03/12/2025				
		Totals for MAURICE PANTOJA:		\$50.00			\$50.00
MICHELLE DIAZ							
03/12/2025	NOV/JAN/FEB	Invoice	03/12/2025	\$150.00	86112	03/12/2025	\$150.00
	Nov'24, Jan-Feb '25 - PC		03/12/2025				
		Totals for MICHELLE DIAZ:		\$150.00			\$150.00
MISS ARTESIA							
03/12/2025	IR-3756	Invoice	03/12/2025	\$45.00	86113	03/12/2025	\$45.00
	Nonprofit Certification Fees		03/12/2025				
03/19/2025	2025	Invoice	03/19/2025	\$471.80	86142	03/19/2025	\$471.80
	MISS ARTESIA Q1 2025		03/19/2025				
03/20/2025	IR-3810	Invoice	03/20/2025	\$51.35	86170	03/25/2025	\$51.35
	Pageant Flyers		03/20/2025				
		Totals for MISS ARTESIA:		\$568.15			\$568.15
MUNICIPAL DENTAL POOL							
03/05/2025	23316-00001-03012025	Invoice	03/05/2025	\$4,239.96	86095	03/05/2025	\$4,239.96
	25/03 PPO Dental Coverage		03/05/2025				
		Totals for MUNICIPAL DENTAL POOL:		\$4,239.96			\$4,239.96
NATIONAL ENVIRONMENTAL SERVICES							

03/19/2025	34560	Invoice	03/19/2025	\$15,000.00	86143	03/19/2025	\$15,000.00
	25/02 Street Sweeping		03/19/2025				
	Totals for NATIONAL ENVIRONMENTAL SERVICES:			\$15,000.00			\$15,000.00
ODP BUSINESS SOLUTIONS, LLC							
03/05/2025	410109821001	Invoice	03/05/2025	\$91.91	86096	03/05/2025	\$91.91
	General Office Supplies		03/05/2025				
	Totals for ODP BUSINESS SOLUTIONS, LLC:			\$91.91			\$91.91
ONLINE STRIPING SERVICE							
03/19/2025	1338	Invoice	03/19/2025	\$20,230.00	86144	03/19/2025	\$20,230.00
	Median Curb South/Norwalk		03/19/2025				
	Repair - Accident 9/16/24						
02/28/2025	1356	Invoice	02/28/2025	\$10,447.00	86171	03/25/2025	\$10,447.00
	Striping Service - Red and		02/28/2025				
02/28/2025	1357	Invoice	02/28/2025	\$4,479.00	86171	03/25/2025	\$4,479.00
	Striping Service - Yellow		02/28/2025				
	Totals for ONLINE STRIPING SERVICE:			\$35,156.00			\$35,156.00
PAUL BARCELOS							
03/12/2025	OCT/NOV/JAN/FEB	Invoice	03/12/2025	\$200.00	86114	03/12/2025	\$200.00
	Oct, Nov '24, Jan-Feb '25 PC		03/12/2025				
	Totals for PAUL BARCELOS:			\$200.00			\$200.00
PCAM, LLC							
02/28/2025	INVM0019597	Invoice	02/28/2025	\$18,876.80	86172	03/25/2025	\$18,876.80
	25/01 Shuttle Services		02/28/2025				
	Totals for PCAM, LLC:			\$18,876.80			\$18,876.80
PHOEBE CHEN							
03/05/2025	100	Invoice	03/05/2025	\$800.00	86097	03/05/2025	\$800.00
	Social Media for Restaurant		03/05/2025				
	Totals for PHOEBE CHEN:			\$800.00			\$800.00
Registrar-Recorder/County Clerk							
12/17/2024	25-3061	Invoice	12/17/2024	\$2,127.96	86173	03/25/2025	\$2,127.96
	Candidate Statement		12/17/2024				
	Totals for Registrar-Recorder/County Clerk:			\$2,127.96			\$2,127.96
ROBERT HALF							
03/05/2025	64693888	Invoice	03/05/2025	\$1,001.70	86098	03/05/2025	\$1,001.70
	HR Administrative Assistant		03/05/2025				
03/05/2025	64687419	Invoice	03/05/2025	\$1,454.08	86098	03/05/2025	\$1,454.08
	Planning Administrative		03/05/2025				
03/12/2025	64720446	Invoice	03/12/2025	\$1,209.60	86115	03/12/2025	\$1,209.60
	HR Administrative Assistant		03/12/2025				
03/12/2025	64715068	Invoice	03/12/2025	\$1,454.08	86115	03/12/2025	\$1,454.08
	Planning Administrative		03/12/2025				
03/19/2025	64741949	Invoice	03/19/2025	\$907.20	86145	03/19/2025	\$907.20
	HR Administrative Assistant		03/19/2025				
03/19/2025	64740473	Invoice	03/19/2025	\$1,817.60	86145	03/19/2025	\$1,817.60
	Planning Administrative		03/19/2025				
03/19/2025	64563555	Invoice	03/19/2025	\$1,454.08	86145	03/19/2025	\$1,454.08
	Planning Administrative		03/19/2025				
03/20/2025	64754652	Invoice	03/20/2025	\$1,090.56	86174	03/25/2025	\$1,090.56
	Planning Temp.		03/20/2025				
03/20/2025	64768178	Invoice	03/20/2025	\$1,209.60	86174	03/25/2025	\$1,209.60
	HR Temp. Administrative		03/20/2025				
	Totals for ROBERT HALF:			\$11,598.50			\$11,598.50
RON IBARRA ENGINEERING							
03/12/2025	2025_02	Invoice	03/12/2025	\$16,200.00	86116	03/12/2025	\$16,200.00
	25/02 Engineering Services		03/12/2025				
03/12/2025	2025_01	Invoice	03/12/2025	\$19,600.00	86116	03/12/2025	\$19,600.00
	25/01 Engineering Services		03/12/2025				
	Totals for RON IBARRA ENGINEERING:			\$35,800.00			\$35,800.00
RTA BROADCASTING							
03/05/2025	02272025	Invoice	03/05/2025	\$400.00	86099	03/05/2025	\$400.00
	RTA Crab Feast Sponsorship		03/05/2025				



03/12/2025	3725	Invoice	03/12/2025	\$100.00	86117	03/12/2025	\$100.00
	Crab Feast Fundraiser ticket		03/12/2025				
			Totals for RTA BROADCASTING:	\$500.00			\$500.00
<b>SAGECREST PLANNING AND ENVIRONMENTAL</b>							
03/19/2025	5095	Invoice	03/19/2025	\$50.00	86146	03/19/2025	\$50.00
	25/02 11746 South Street		03/19/2025				
03/19/2025	5099	Invoice	03/19/2025	\$3,300.00	86146	03/19/2025	\$3,300.00
	25/02 Housing Element		03/19/2025				
03/19/2025	5098	Invoice	03/19/2025	\$11,090.00	86146	03/19/2025	\$11,090.00
	25/02 17610-18 Pioneer		03/19/2025				
03/19/2025	5094	Invoice	03/19/2025	\$36,670.00	86146	03/19/2025	\$36,670.00
	25/02 General Planning		03/19/2025				
03/19/2025	5096	Invoice	03/19/2025	\$4,750.00	86146	03/19/2025	\$4,750.00
	25/02 ADSP Special		03/19/2025				
			Totals for SAGECREST PLANNING AND ENVIRONMENTAL:	\$55,860.00			\$55,860.00
<b>SCMAF</b>							
03/19/2025	030125/artesia	Invoice	03/19/2025	\$990.00	86147	03/19/2025	\$990.00
	YOUTH		03/19/2025				
	BASEBALL/SOFTBALL						
			Totals for SCMAF:	\$990.00			\$990.00
<b>SHUSTER ADVISORY GROUP</b>							
03/19/2025	7870	Invoice	03/19/2025	\$250.00	86148	03/19/2025	\$250.00
	25/02 Advisory Fee		03/19/2025				
			Totals for SHUSTER ADVISORY GROUP:	\$250.00			\$250.00
<b>SO CAL INDUSTRIES LLC</b>							
03/05/2025	720859	Invoice	03/05/2025	\$766.50	86100	03/05/2025	\$766.50
	24/11 Missing Rental Fence		03/05/2025				
			Totals for SO CAL INDUSTRIES LLC:	\$766.50			\$766.50
<b>Southern California Edison Company</b>							
03/06/2025	700454958639-022525	Invoice	03/06/2025	\$30.97	41125	03/06/2025	\$30.97
	25/02 18510 Corby Ave.		03/06/2025				
03/06/2025	700483004874	Invoice	03/06/2025	\$5,553.29	41125	03/06/2025	\$5,553.29
	25/02 Various Locations		03/06/2025				
03/06/2025	700485859203-022525	Invoice	03/06/2025	\$3,367.08	41125	03/06/2025	\$3,367.08
	25/02 Various Traffic Signals		03/06/2025				
03/06/2025	700492283835-021825	Invoice	03/06/2025	\$282.15	41125	03/06/2025	\$282.15
	25/02 Various Traffic TC-1		03/06/2025				
03/06/2025	700492421150-021825	Invoice	03/06/2025	\$170.94	41125	03/06/2025	\$170.94
	25/02 Artesia/Gridley		03/06/2025				
03/06/2025	700498964105-021825	Invoice	03/06/2025	\$2,078.58	41125	03/06/2025	\$2,078.58
	25/02 18750 Clarkdale EV		03/06/2025				
03/06/2025	700560422190-021825	Invoice	03/06/2025	\$88.43	41125	03/06/2025	\$88.43
	25/02 18600 1/2 S Norwalk		03/06/2025				
03/06/2025	700562509108-021825	Invoice	03/06/2025	\$77.48	41125	03/06/2025	\$77.48
	25/02 12001 Artesia Blvd		03/06/2025				
03/06/2025	700405333439-022625	Invoice	03/06/2025	\$1,101.90	41125	03/06/2025	\$1,101.90
	25/02 Various Locations		03/06/2025				
03/06/2025	700491366274-030325	Invoice	03/06/2025	\$18,787.00	41125	03/06/2025	\$18,787.00
	25/02 Various Locations		03/06/2025				
			Totals for Southern California Edison Company:	\$31,537.82			\$31,537.82
<b>Southern California Gas Company</b>							
03/21/2025	12690659565-031725	Invoice	03/21/2025	\$14.79	41128	03/21/2025	\$14.79
	25/03 18641 Corby Ave		03/21/2025				
03/21/2025	17949759637-031725	Invoice	03/21/2025	\$128.13	41128	03/21/2025	\$128.13
	25/03 18644 Alburdis Ave.		03/21/2025				
03/21/2025	17950623003-030625	Invoice	03/21/2025	\$378.34	41128	03/21/2025	\$378.34
	25/03 18750 Clarkdale Ave.		03/21/2025				
03/21/2025	04530693599-032025	Invoice	03/21/2025	\$188.45	41128	03/21/2025	\$188.45
	25/03 11870 169th St.		03/21/2025				
03/21/2025	12280628004-031825	Invoice	03/21/2025	\$20.85	41128	03/21/2025	\$20.85
	25/03 11931 South St.		03/21/2025				
03/21/2025	17740623008-030625	Invoice	03/21/2025	\$201.47	41128	03/21/2025	\$201.47

	25/03 18747 Clarkdale Ave.		03/21/2025			
			<i>Totals for Southern California Gas Company:</i>	\$932.03		\$932.03
<b>STATE CONTROLLER</b>						
03/12/2025	FAUD-00004616	Invoice	03/12/2025	\$3,600.00	86175	03/25/2025 \$3,600.00
	FY23/24 Annual Street		03/12/2025			
			<i>Totals for STATE CONTROLLER:</i>	\$3,600.00		\$3,600.00
<b>Sterling Administration</b>						
03/07/2025	848582	Invoice	03/07/2025	\$700.82	41129	03/21/2025 \$700.82
	25/03 FSA/DCA		03/07/2025			
03/07/2025	849724	Invoice	03/21/2025	\$700.82	41129	03/21/2025 \$700.82
	25/03 FSA/DCA		03/21/2025			
			<i>Totals for Sterling Administration:</i>	\$1,401.64		\$1,401.64
<b>SWRCB</b>						
03/12/2025	SW-0298310 - A	Invoice	03/12/2025	\$18.00	86118	03/12/2025 \$18.00
	FY24/25 Annual Storm		03/12/2025			
	Water Permit - Remaining					
			<i>Totals for SWRCB:</i>	\$18.00		\$18.00
<b>TAMMY AVILA</b>						
03/12/2025	189	Invoice	03/12/2025	\$962.00	86119	03/12/2025 \$962.00
	Easter/Public Safety Expo -		03/12/2025			
			<i>Totals for TAMMY AVILA:</i>	\$962.00		\$962.00
<b>TAYLOR TENNIS COURTS</b>						
03/19/2025	6840	Invoice	03/19/2025	\$11,000.00	86149	03/19/2025 \$11,000.00
	Resurfacing: basketball court		03/19/2025			
	and old handball court					
			<i>Totals for TAYLOR TENNIS COURTS:</i>	\$11,000.00		\$11,000.00
<b>TERRA REALTY ADVISORS INC.</b>						
03/12/2025	2025-01967	Invoice	03/12/2025	\$2,881.82	86120	03/12/2025 \$2,881.82
	25/02 Review Potential City		03/12/2025			
			<i>Totals for TERRA REALTY ADVISORS INC.:</i>	\$2,881.82		\$2,881.82
<b>THE WALKING MAN, INC.</b>						
03/19/2025	IR-3776	Invoice	03/19/2025	\$975.00	86150	03/19/2025 \$975.00
	Spring Artesian Distribution		03/19/2025			
			<i>Totals for THE WALKING MAN, INC.:</i>	\$975.00		\$975.00
<b>TPX COMMUNICATIONS</b>						
03/19/2025	184790818-0	Invoice	03/19/2025	\$349.67	86151	03/19/2025 \$349.67
	25/03 Telephone Service		03/19/2025			
			<i>Totals for TPX COMMUNICATIONS:</i>	\$349.67		\$349.67
<b>TRANSFORMANCE CONSULTING</b>						
03/05/2025	1.2	Invoice	03/05/2025	\$6,250.00	86101	03/05/2025 \$6,250.00
	Compensation Analysis and		03/05/2025			
			<i>Totals for TRANSFORMANCE CONSULTING:</i>	\$6,250.00		\$6,250.00
<b>U.S. BANK CORPORATE PAYMENT SYSTEMS</b>						
03/11/2025	7883-25/02	Invoice	03/11/2025	\$28,818.13	41130	03/21/2025 \$28,818.13
	25/02 Credit Card Purchases		03/11/2025			
			<i>Totals for U.S. BANK CORPORATE PAYMENT SYSTEMS:</i>	\$28,818.13		\$28,818.13
<b>VALIANCE CAPITAL LLC</b>						
03/19/2025	515017 - DT	Invoice	03/19/2025	\$820.00	86152	03/19/2025 \$820.00
	Referee -Youth Basketball		03/19/2025			
			<i>Totals for VALIANCE CAPITAL LLC:</i>	\$820.00		\$820.00
<b>VICTOR MANALO</b>						
03/12/2025	OCT/FEB	Invoice	03/12/2025	\$100.00	86121	03/12/2025 \$100.00
	Oct '24 & Feb '25 PC		03/12/2025			
			<i>Totals for VICTOR MANALO:</i>	\$100.00		\$100.00
<b>VIVEK RAJGOR</b>						
03/19/2025	14666	Invoice	03/19/2025	\$3,800.00	86153	03/19/2025 \$3,800.00
	C&D Refund - 18632 Jersey		03/19/2025			
			<i>Totals for VIVEK RAJGOR:</i>	\$3,800.00		\$3,800.00
<b>WATER REPLENISHMENT DISTRICT OF SO. CALIF.</b>						
03/12/2025	0160-013125	Invoice	03/12/2025	\$87.40	86122	03/12/2025 \$87.40
	25/01 Groundwater		03/12/2025			
			<i>Totals for WATER REPLENISHMENT DISTRICT OF SO. CALIF.:</i>	\$87.40		\$87.40

WESTERN EXTERMINATOR COMPANY

03/19/2025	74799549	Invoice	03/19/2025	\$162.40 86154	03/19/2025	\$162.40
	25/03 18750 Clarkdale Ave.		03/19/2025			
03/19/2025	74796572	Invoice	03/19/2025	\$127.12 86154	03/19/2025	\$127.12
	25/03 18747 Clarkdale Ave.		03/19/2025			
03/19/2025	74797920	Invoice	03/19/2025	\$115.53 86154	03/19/2025	\$115.53
	25/03 17203 Corby Ave.		03/19/2025			
03/19/2025	74796474	Invoice	03/19/2025	\$97.16 86154	03/19/2025	\$97.16
	25/03 18644 Alburtis Ave.		03/19/2025			
03/19/2025	74796475	Invoice	03/19/2025	\$97.16 86154	03/19/2025	\$97.16
	25/03 18641 Corby Ave.		03/19/2025			
Totals for WESTERN EXTERMINATOR COMPANY:				\$599.37		\$599.37

Wex Bank

03/19/2025	103400950	Invoice	03/19/2025	\$1,152.87 41131	03/21/2025	\$1,152.87
	25/02 Gas Card Purchases		03/19/2025			
Totals for Wex Bank:				\$1,152.87		\$1,152.87

YUNEX LLC

03/12/2025	5610004667	Invoice	03/12/2025	\$1,624.54 86123	03/12/2025	\$1,624.54
	25/02 Traffic Signal Call/Out		03/12/2025			
03/12/2025	90003876	Invoice	03/12/2025	\$1,989.00 86123	03/12/2025	\$1,989.00
	25/02 Traffic Signal		03/12/2025			
Totals for YUNEX LLC:				\$3,613.54		\$3,613.54
GRAND TOTALS:				\$832,555.45		\$832,555.45

A total of 188 transaction(s) listed

Payroll	3/7/2025	\$90,091.77
	3/21/2025	\$90,066.92
Total Payroll		\$180,158.69
Total Disbursement		\$1,012,714.14



# CITY COUNCIL AGENDA REPORT

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**MEETING DATE:** April 14, 2025

**ITEM NO:** 9C.

**TO:** Mayor and Members of the City Council

**SUBJECT:** City Financial Report - February 2025

**FROM:** Jamie Murguia, Finance Manager

**REVIEWED AND APPROVED BY:**

Melissa Burke, Deputy City Manager

Abel Avalos, City Manager

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**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 accounts and funds as of February 28, 2025. Reports are reconciled for cash on hand (bank) to cash recorded in the general ledger through the period ending February 28, 2025.

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 of Artesia 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.

**FISCAL IMPACT:**

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

**RECOMMENDED COUNCIL ACTION:**

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

**Attachments**

[Treasurer Report 022825.pdf](#)

**City of Artesia  
Treasurer's Report  
02/28/25**

	<b>MONEY MARKET ACCOUNT</b>	<b>CHECKING ACCOUNT</b>	<b>LOCAL AGENCY INVESTMENT ACCOUNT</b>
Beginning Balance - 2/1/25	128,148.73	47,795.22	5,787,859.01
State/County/Misc Monthly Wires	899,070.80	-	-
Deposits	524,039.92	-	-
Civic Plus Credit deposits	-	6,350.14	-
Credit Transactions	-	2,572.95	-
PayGov Credit Deposits	-	18,112.46	-
Transfer from Money Market	-	6,110,000.00	-
Transfer from LAIF Account	-	810,000.00	-
Transfer from Investments	5,000,000.00	-	-
Interest Income	16.87	-	-
Transfer to Checking Account	(6,110,000.00)	-	(810,000.00)
Transfer to LAIF Account	-	-	-
Transfer to CAMP/CLASS Account	-	(5,000,000.00)	-
Disbursements	-	(1,539,874.02)	-
Benefits Wires	-	(66,348.39)	-
PERS Health	-	(72,266.46)	-
PERS Retirement	-	(39,248.45)	-
Payroll	-	(181,927.20)	-
Payroll Tax Wire (EDD/IRS)	-	(52,472.50)	-
Bank Fees/Paid Parking Fees	(1,308.97)	(988.34)	-
Ending Balance - 2/28/2025	<b>439,967.35</b>	<b>41,705.41</b>	<b>4,977,859.01</b>
	<b>CAMP ACCOUNT</b>	<b>CLASS ACCOUNT</b>	<b>ACADEMY AM</b>
Beginning Balance - 2/1/25	9,807,674.32	9,070,838.84	-
Transfer from Checking Account	-	-	5,000,000.00
Deposits	31,481.67	29,195.51	-
Transfer Out	(2,500,000.00)	(2,500,000.00)	-
Unrealized Gain/Loss	-	-	16,569.54
Ending Balance - 2/28/2025	<b>7,339,155.99</b>	<b>6,600,034.35</b>	<b>5,016,569.54</b>
	<b>CAFETERIA ACCOUNT</b>	<b>CDBG FIX-UP PROGRAM</b>	<b>PETTY CASH</b>
Beginning Balance - 2/1/25	1,324.56	1,716.19	500.00
Deposits	-	-	-
Disbursements	-	-	-
Ending Balance - 2/28/2025	<b>1,324.56</b>	<b>1,716.19</b>	<b>500.00</b>
	<b>REVOLVING ACCOUNT</b>		<b>TOTAL ALL ACCOUNTS</b>
Beginning Balance - 2/1/25	1,362.14		24,847,219.01
Deposits	-		18,430,840.32
Disbursements	-		(18,874,434.33)
Unrealized Gain/Loss	-		16,569.54
Ending Balance - 2/28/2025	<b>1,362.14</b>		<b>24,420,194.54</b>

**City of Artesia**  
**Comparison of Cash Balances to Fund Balance**  
**02/28/25**

	<b>GENERAL FUND (100)</b>	<b>SUMMER LUNCH PROGRAM (150)</b>
Cash Balance	14,415,133.15	6,425.49
Receivables	945,470.37	-
Prepaid Expenses	-	-
Investment Appreciation	-	-
Liabilities	(1,738,532.39)	-
<b>FUND BALANCE</b>	<b>13,622,071.13</b>	<b>6,425.49</b>

**SPECIAL REVENUE FUNDS**

	<b>ARTESIA HOUSING AUTHORITY (200)</b>	<b>AJ PARK EXPANSION (205)</b>	<b>BICYCLE / PEDESTRIAN FUND (210)</b>
Cash Balance	934,768.51	(614,150.06)	1,091.17
Receivables	-	-	-
Liabilities	(61,895.00)	-	-
<b>FUND BALANCE</b>	<b>872,873.51</b>	<b>(614,150.06)</b>	<b>1,091.17</b>

	<b>PUBLIC EDUCATION IN GOVERNMENT (215)</b>	<b>BILLBOARD FUND (220)</b>	<b>CNRA SPECIFIED GRANT (225)</b>
Cash Balance	(10,881.85)	686,024.83	(842,203.66)
Receivables	-	2,379,604.21	-
Liabilities	-	(2,278,216.63)	(33,864.60)
<b>FUND BALANCE</b>	<b>(10,881.85)</b>	<b>787,412.41</b>	<b>(876,068.26)</b>

	<b>HOUSING URBAN DEVELOPMENT (227)</b>	<b>CALIFORNIA BEVERAGE RECYCLING (230)</b>	<b>CITIZEN OPTION FOR PUBLIC SAFETY (240)</b>
Cash Balance	(16,142.61)	5,474.03	503,530.65
Receivables	-	-	-
Liabilities	-	-	-
<b>FUND BALANCE</b>	<b>(16,142.61)</b>	<b>5,474.03</b>	<b>503,530.65</b>

**City of Artesia**  
**Comparison of Cash Balances to Fund Balance**  
**02/28/25**

**SPECIAL REVENUE FUNDS (continued)**

	<b>CLEAN AIR FUEL BUS GRANT (250)</b>	<b>COMMUNITY FACILITY DISTRICT (260)</b>	<b>COMMUNITY DEVELOPMENT BLOCK GRANT (270)</b>
Cash Balance	(10,547.50)	71,461.79	(22,496.78)
Receivables	-	-	-
Liabilities	-	-	-
<b>FUND BALANCE</b>	<b>(10,547.50)</b>	<b>71,461.79</b>	<b>(22,496.78)</b>

	<b>CALIFORNIA STREET GRANTS (280)</b>	<b>FEDERAL STPL (290)</b>	<b>MAP 21 EXCHANGE (310)</b>
Cash Balance	422,294.95	69,160.47	190,986.68
Receivables	-	-	-
Liabilities	-	-	-
<b>FUND BALANCE</b>	<b>422,294.95</b>	<b>69,160.47</b>	<b>190,986.68</b>

	<b>MEASURE M (320)</b>	<b>MEASURE R (330)</b>	<b>TOD PLANNING GRANT (340)</b>
Cash Balance	1,307,050.15	583,522.18	(54,998.96)
Receivables	-	-	-
Liabilities	-	-	-
<b>FUND BALANCE</b>	<b>1,307,050.15</b>	<b>583,522.18</b>	<b>(54,998.96)</b>

	<b>COUNTY PARK IMPROVEMENT (350)</b>	<b>PROPOSITION A FUND (360)</b>	<b>PROPOSITION C FUND (370)</b>
Cash Balance	(660,149.14)	542,603.41	612,608.60
Receivables	-	-	-
Liabilities	(10,635.40)	(27,251.55)	-
<b>FUND BALANCE</b>	<b>(670,784.54)</b>	<b>515,351.86</b>	<b>612,608.60</b>



**City of Artesia**  
**Comparison of Cash Balances to Fund Balance**  
**02/28/25**

**SPECIAL REVENUE FUNDS (continued)**

	<b><u>SB1 RMRA (375)</u></b>	<b><u>SB 1383 GIVEAWAY (377)</u></b>	<b><u>SOUTH COAST AIR QUALITY MGMT DIST (390)</u></b>
Cash Balance	887,757.77	72,981.37	311,750.62
Receivables	-	-	-
Liabilities	-	-	-
<b>FUND BALANCE</b>	<b><u>887,757.77</u></b>	<b><u>72,981.37</u></b>	<b><u>311,750.62</u></b>

	<b><u>SAFE ROUTE TO SCHOOL (400)</u></b>	<b><u>SHERIFF FORFEITURES &amp; SEIZURES (410)</u></b>	<b><u>STATE GAS TAX (420)</u></b>
Cash Balance	(0.32)	447.20	(42,335.21)
Receivables	-	-	-
Liabilities	-	-	(14,926.00)
<b>FUND BALANCE</b>	<b><u>(0.32)</u></b>	<b><u>447.20</u></b>	<b><u>(57,261.21)</u></b>

	<b><u>HOME STAY PROGRAM (430)</u></b>	<b><u>STREET LIGHTING MAINTENANCE FUND (440)</u></b>	<b><u>TRAFFIC CONGESTION RELIEF (450)</u></b>
Cash Balance	3,363.13	63,753.69	21,705.05
Receivables	-	-	-
Liabilities	-	-	-
<b>FUND BALANCE</b>	<b><u>3,363.13</u></b>	<b><u>63,753.69</u></b>	<b><u>21,705.05</u></b>

	<b><u>CAL FIRE URBAN GRANT (460)</u></b>	<b><u>DEVELOPMENT IMPACT FEES (470)</u></b>	<b><u>MEASURE W (480)</u></b>
Cash Balance	(45,933.57)	1,941,526.32	858,002.47
Receivables	-	-	-
Liabilities	-	-	-
<b>FUND BALANCE</b>	<b><u>(45,933.57)</u></b>	<b><u>1,941,526.32</u></b>	<b><u>858,002.47</u></b>

**City of Artesia**  
**Comparison of Cash Balances to Fund Balance**  
**02/28/25**

**SPECIAL REVENUE FUNDS (continued)**

	<b>RECYCLED OIL (490)</b>
Cash Balance	2,602.21
Receivables	-
Liabilities	-
FUND BALANCE	<u><u>2,602.21</u></u>

**CAPITAL PROJECTS FUNDS**

	<b>SPECIAL / CAPITAL PROJECT FUND (500)</b>	<b>PIONEER BOND PROJECT (510)</b>	<b>HISTORICAL DISTRICT BOND PROJECT (520)</b>
Cash Balance	(92,631.59)	365,664.61	583,558.09
Receivables	19,533.97	-	-
Liabilities	-	-	-
FUND BALANCE	<u><u>(73,097.62)</u></u>	<u><u>365,664.61</u></u>	<u><u>583,558.09</u></u>

**AGENCY FUNDS**

	<b>TRUST AND AGENCY (710)</b>	<b>SENIOR CITIZENS (720)</b>	<b>GEORGE NELSON MEMORIAL FUND (740)</b>
Cash Balance	28,590.80	6,271.99	2,243.57
Receivables	-	-	-
Liabilities	(28,590.80)	(6,271.99)	(2,243.57)
FUND BALANCE	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>

**TOTAL ALL FUNDS**

Cash Balance	23,089,883.70
Receivables	3,344,608.55
Fixed Assets, net	-
Prepaid Expenses	-
Investment Appreciation	-
Liabilities	(4,202,427.93)
FUND BALANCE	<u><u>22,232,064.32</u></u>

**City of Artesia**  
**Comparison of Cash Balances to Fund Balance**  
**02/28/25**

**SUCCESSOR AGENCY FUNDS**

	<b>SUCCESSOR AGENCY ADMIN PROJECTS (800)</b>	<b>SUCCESSOR AGENCY TAX INCREMENT (810)</b>	<b>REDEVELOPMENT OBLIGATION RETIREMENT FUND (820)</b>
Cash Balance	(25,963.00)	(242,164.04)	1,598,437.88
Cash with Fiscal Agent	-	268,650.44	-
Liabilities	-	-	-
Bonds Payable	-	(11,580,649.46)	-
<b>FUND BALANCE</b>	<b><u>(25,963.00)</u></b>	<b><u>(11,554,163.06)</u></b>	<b><u>1,598,437.88</u></b>

**TOTAL SUCCESSOR FUNDS**

Cash Balance	1,330,310.84
Cash with Fiscal Agent	268,650.44
Liabilities	-
Bonds Payable	(11,580,649.46)
<b>FUND BALANCE</b>	<b><u>(9,981,688.18)</u></b>



# CITY COUNCIL AGENDA REPORT

---

**MEETING DATE:** April 14, 2025

**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

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## 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	RTA Crab Feast Fundraiser - 3/22	Attending City, community, regional and other events
Rene Trevino	RTA Crab Feast Fundraiser - 3/22	Attending City, community, regional and other events
Melissa Ramoso	RTA Crab Feast Fundraiser - 3/22	Attending City, community, regional and other events
Monica Manalo	N/A	N/A

Zeel Ahir	RTA Crab Feast Fundraiser - 3/22	Attending City, community, regional and other events
	Teacher TRAC Anniversary Celebration -4/3	Attending City, community, regional and other events

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

**FISCAL IMPACT:**

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

**RECOMMENDED COUNCIL ACTION:**

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



# CITY COUNCIL AGENDA REPORT

---

**MEETING DATE:** April 14, 2025

**ITEM NO:** 9E.

**TO:** Mayor and Members of the City Council

**SUBJECT:** City Council Meeting Minutes

**FROM:** Jennifer Alderete, City Clerk

**REVIEWED AND APPROVED BY:**

Abel Avalos, City Manager

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**RECOMMENDATION:**

It is recommended that the City Council approve minutes as presented for the following City Council meetings:

March 5, 2025 - Special Meeting

March 17, 2025 - Special Meeting

March 17, 2025 - Regular Meeting

**BACKGROUND:**

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

**FISCAL IMPACT:**

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

**Attachments**

[MINUTES 3.5.25 Special Meeting.pdf](#)

[MINUTES 3.17.25 Special Meeting.pdf](#)

[MINUTES 3.17.25 Regular Meeting.pdf](#)

**Artesia City Council Special Meeting Minutes**  
**Monday, March 5, 2025 - 5:00 p.m.**  
**City Council Chambers**  
**18750 Clarkdale Avenue Artesia, CA 90701**

**1. CALL TO ORDER SPECIAL MEETING**

Mayor Taj called the meeting to order at 5:01 p.m.

**2. ROLL CALL**

Present: Mayor Taj, Mayor Pro Tem Trevino, Councilmembers Ahir, Manalo, and Ramoso.

Staff Present: City Manager Avalos, Deputy City Manager Burke, City Clerk Alderete.

**3. ANNOUNCEMENT REGARDING PUBLIC COMMENTS**

Public comments could be provided, in person or submitted by email to [publiccomments@cityofartesia.us](mailto:publiccomments@cityofartesia.us) by 12:00 p.m. on the date of the meeting. Lorelei Bailey provided public comment.

**4. DISCUSSION**

4A. Goal Setting Discussion Among Councilmembers Including, but Not Limited to the Following Topics:

- Capital Improvements
- Enhance Public Safety
- Expand City Offerings and Facilities
- City Staff Development
- Improve City Processes

Mike Egan with Tripepi Smith led the discussion regarding goal setting. Council provided direction for staff to focus on:

1. Infrastructure/CIP
2. Public Safety
3. Staff Development

**5. COUNCILMEMBER COMMENTS**

**6. ADJOURNMENT**

The meeting was adjourned at 9:22 p.m.

**Artesia City Council Special Meeting Minutes**  
**Monday, March 17, 2025 - 6:30 p.m.**  
**City Council Chambers**  
**18747 Clarkdale Avenue Artesia, CA 90701**

**1. CALL TO ORDER SPECIAL MEETING**

Mayor Taj called the meeting to order at 6:30 p.m.

**2. ROLL CALL**

Present: Mayor Taj, Mayor Pro Tem Trevino, Councilmembers Ahir, Manalo, and Ramoso.

Staff Present: City Manager Avalos, Deputy City Manager Burke, Deputy City Attorney Papajohn, City Clerk Alderete.

**3. ANNOUNCEMENT REGARDING PUBLIC COMMENTS**

Public comments could be provided, in person or submitted by email to [publiccomments@cityofartesia.us](mailto:publiccomments@cityofartesia.us) by 12:00 p.m. on the date of the meeting. No public comments were provided.

**4. RECESS TO CLOSED SESSION**

The City Council recessed to discuss the closed session items listed on the agenda at 6:31p.m.

The City Council recessed to closed session to discuss the following items:

**4A. Conference with Legal Counsel—Anticipated Litigation**

Significant Exposure to Litigation Pursuant to Paragraph (2) of Subdivision (d) of Section 54956.9:

Number of cases: 1

**5. RECONVENE IN OPEN SESSION**

The City Council reconvened in open session.

**6. CLOSED SESSION ANNOUNCEMENT**

Deputy City Attorney Papajohn reported that there was no reportable action.

**7. ADJOURNMENT**

The meeting was adjourned at 7:03 p.m.



**Artesia City Council Regular Meeting Minutes**  
**Monday, March 17, 2025 – 7:00 p.m.**  
**City Council Chambers**  
**18747 Clarkdale Avenue, Artesia, CA 90701**

**1. CALL TO ORDER REGULAR MEETING**

Mayor Taj called the meeting to order at 7:11 p.m.

**2. ROLL CALL**

Present: Mayor Taj, Mayor Pro Tem Trevino, Councilmembers Ahir, Manalo, and Ramoso.

Staff Present: City Manager Avalos, Deputy City Manager Burke, Finance Manager Murguia, Deputy City Attorney Papajohn, City Clerk Alderete, Public Works Manager Sanchez, Acting Planning Manager Rodriguez, Interim Community Development Director Lopez, Management Analyst Fajardo, Management Analyst Nacionales-Tafoya, and Management Analyst Zambrano.

**3. INVOCATION**

Pastor Bob DeLeon from Artesia Calvary Chapel delivered the invocation.

**4. PLEDGE OF ALLEGIANCE**

Miss Artesia Princess Maria Andrade led the pledge of allegiance.

**5. PUBLIC COMMENTS**

5A. Public Comments Public comments could be provided, in person or submitted by email to [publiccomments@cityofartesia.us](mailto:publiccomments@cityofartesia.us) by 12:00 p.m. on the date of the meeting. Sona Bhargava and Linda Gonzales provided public comments for items not listed on the agenda.

**6. COUNCILMEMBER COMMENTS**

Mayor Taj, Mayor Pro Tem Trevino, Councilmembers Ramoso, Manalo, and Ahir asked questions and/or provided comments.

Councilmember Manalo attended the Contract Cities Legislative meeting and Assemblywoman Sharon Quirk-Silva's event for elected women.

Councilmember Ahir attended Assemblywoman Sharon Quirk-Silva's event for elected women.

Councilmember Ramoso attended the February 19 Artesia Homeless Count, February 20 Parks Ad-Hoc Committee meeting, the March 5 Joint Commission meeting regarding the Botanical Garden, the March 13 Greater Los Angeles Vector Control meeting, and Assemblywoman Sharon Quirk-Silva's event for elected women.

Mayor Pro Tem Trevino attended the Historical Society Board meeting, the Friends of the Library meeting, the Ad Hoc Botanical Garden meeting, the SELACO Meeting, and a meeting with Assemblywoman Sharon Quirk-Silva.

Mayor Taj Attended a meeting with Assemblywoman Sharon Quirk-Silva.

## **7. CEREMONIAL PRESENTATIONS**

### **7A. Developmental Disabilities Awareness Month Proclamation**

A proclamation for Development Disabilities Awareness Month was presented by the Council.

### **7B. Women's History Month Proclamation**

A proclamation for Women's History Month was accepted by the community members in attendance.

### **7C. Social Work Month Proclamation**

A proclamation for Social Work Month was accepted by former Councilmember/Mayor Dr. Victor Manalo.

### **7D. Red Cross Month Proclamation**

A proclamation for Red Cross Month was presented by the Council.

### **7E. National Kidney Month Proclamation**

A proclamation for National Kidney Month was accepted by Sona Bharhava from Kidney Health.

## **8. BUSINESS PRESENTATIONS**

### **8A. Los Angeles County Sheriff Department Annual Report**

Los Angeles County Sheriff Captain Holgiun provided updates. Mayor Taj, Mayor Pro Tem Trevino, Councilmembers Ramoso, Manalo, and Ahir asked questions and/or provided comments. Councilmember Ramoso requested another catalytic converter etching event.

## **9. CONSENT CALENDAR**

Trevino moved, seconded by Ramoso, to approve consent calendar items 9A-9M, (excluding 9L) and to move 11D from the bottom to the first discussion item.  
Motion carried, 5-0

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

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

### **9B. Accounts Payable Check Register - February 2025**

Recommended Action: Receive and File.

9C. City Financial Report - January 2025

Recommended Action: Receive and File.

9D. AB 1234 Reporting

Recommended Action: Receive and File.

9E. City Council Meeting Minutes

Recommended Action: Approve Minutes as Presented for January 13, 2025, Special Meeting, January 13, 2025, Regular Meeting, and February 10, 2025 Regular Meeting

9F. Large Event Facility Use Permit For Noel S.V. Omega to hold a Philippine American Friendship Day Event on Saturday, July 12, 2025, at Artesia Park

Recommended Action: Approve the Issuance of a Large Event Facility Use Permit

9G. Production Agreement with Fireworks & Stage FX America for a City-Sponsored 4th of July Fireworks Show

Recommended Action: Approve and Authorize the City Manager to Retroactively Execute the Production Agreement with Fireworks & Stage FX America in the Amount of \$27,000.

9H. Refurbishments to Outdoor Buildings at Artesia Park

Recommended Action: Approve Amendment No. 1 to the Agreement with South Coast Painters, Increasing the Contract Amount by \$19,800 for a Revised Not-To-Exceed Total of \$75,000 for Additional Painting Services at Artesia Park; Approve Agreement with Kilter Termite, to Repair and Replace Sections of Wood at Four Exterior Park Buildings at Artesia Park for a Total Not-To-Exceed, of \$39,753; Authorize the City Manager to Execute the Agreements on Behalf of the Council; Make a Determination of Exemption Under CEQA Pursuant to Section 15301 (d); and approve a Budget Amendment to the Billboard Fund to Provide Funding for the Agreements.

9I. Grant Funding Update

Recommended Action: Receive and File.

9J. Amendment No. 1 to Professional Service Agreement for Professional Planning Services With Willdan

Recommended Action: Approve Amendment No. 1 to the Professional Services Agreement with Willdan Engineering to Complete the Housing Element, Mixed-Use

Overlay Projects, and Provide Staff Augmentation Services, for a Not-To-Exceed Amount of \$450,000; Authorize the City Manager to Execute the Agreement on Council's Behalf; and approve a Budget Amendment to the Housing Authority Fund.

9K. Amendment No. 1 to Professional Service Agreement for Professional Planning Services With Sagecrest Planning and Environmental Services

Recommended Action: Authorize Staff to Approve Amendment No 1. To Professional Services Agreement for Professional Planning Services with Sagecrest Planning and Environmental Services for a Not To-Exceed Amount of \$541,500; and Authorize the City Manager to Execute the Agreement on Council's Behalf.

9M. 2024 General Plan Annual Progress Report and Annual Housing Element Progress Report

Recommended Action: Approve the General Plan Annual Progress Report Inclusive of the Annual Housing Element Progress Report for Calendar Year 2024; and Direct Staff to File the Reports with the State of California Office of Planning and Research (OPR) and the California Department of Housing and Community Development (HCD)

**ITEM(S) PULLED FROM THE CONSENT CALENDAR (9L)**

9L. Allocation of Available Local Return Funds for the Completion of the Historical District Trails Project - Phase III Landscaping

Recommended Action: Authorize Staff to Complete the Historical District Trails Project- Phase III Landscaping Using the City's Available Resources, and Not a New Third-Party Contractor; Approve Budget Amendments to Allocate the Not to Exceed Amounts of \$38,000 in Available Measure R Funds and \$250,000 in Available Measure M Funds to Complete Project; Authorize the City Manager to execute purchase orders that exceed his \$40,909.27 spending authority and make purchases to implement the landscape maintenance plan for the Historical District Trails Project - Phase III Landscaping in amounts that do not exceed the allocation and budget described herein; Make a Determination of Exemption Under CEQA Pursuant to Sections 15282(j)(c) and 15301.

Public Works Manager Sanchez provided staff report. City Manager Avalos provided input. Mayor Pro Tem Trevino, Councilmembers Ramoso, Manalo, and Ahir asked questions and/or provided comments.

Manalo moved, seconded by Ahir, to approve agenda item 9L, as recommended. Motion carried, 5-0.

## **10. PUBLIC HEARING - NONE**

## **11. DISCUSSION**

### **11D. Schematic Design for Botanical Garden Project**

Recommended Action: Make a Determination that the Approval of the Schematic Design Plans are in Accordance to the Approved MND; and approve the Schematic Design Plans for the Artesia Botanical Garden Project at 11462 178th St., Which Include the Overall Site Plan Design, Size of Program Areas Visualized in Renderings, Rough Project Cost and Construction Time Estimates, and Direct Staff to Develop the Plans, Specifications and Engineering for Bidding Construction Based upon the Approved Design.

Management Analyst Nacionales-Tofoya provided a staff report with input from City Manager Avalos. Tina Chee from Chee Salette Architecture provided presentation. Mayor Taj, Mayor Pro Tem Trevino, Councilmembers Ramoso, Manalo, and Ahir asked questions and/or provided comments.

Trevino moved, seconded by Ramoso to approve agenda item 11D, as recommended. Motion carried, 5-0.

### **11A. Late-Night/Early-Morning Permit for Starbucks at 11732 Artesia Boulevard**

Recommended Action: Conduct hearing; Make Determination of Exemption from CEQA Pursuant to Section 15301 (Existing Facilities) of the CEQA Guidelines; and Adopt Resolution No. 25-3032, A Resolution of the City Council of the City of Artesia, California Granting a Late-Night/Early-Morning Permit Pursuant to Artesia Municipal Code Section 3-2.209 to Starbucks Restaurant Located at 11732 Artesia Boulevard.

Acting Planning Manager Rodriguez provided staff report. City Manager Avalos and Starbucks Representative Keri Hellinga provided input. Mayor Taj opened the hearing; Jess Ham, Hector Pass, and David Weismantel provided public comment. Mayor Taj closed the hearing. City Manager Avalos recommended approving the item and noted that staff would proceed with research and bring concerns to the property owner. Mayor Taj, Mayor Pro Tem Trevino, Councilmember Ramoso, Manalo, and Ahir asked questions and/or provided comments.

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

### **11B. Introduction of an Ordinance Amending the Artesia Municipal Code Relating to Maintenance of Vacant Properties**

Recommended Action: Make Determination of Exemption from CEQA Pursuant to Section 15061(B)(3) of the CEQA Guidelines; and introduce Ordinance No. 25-966, an Ordinance Amending Chapter 24 (Vacant Properties) of Title 5 (Public Welfare) of the Artesia Municipal Code Relating to the Maintenance of Vacant Properties.

Acting Planning Manager Rodriguez provided staff report.

Ahir moved, seconded by Ramoso, to approve agenda item 11B, as recommended.  
Motion carried, 5-0.

11C. 2025 Goal Setting Report

Recommended Action: Adopt the 2025 Goal Setting Report and Direct Staff to Begin Implementation of the Early Action Goals.

Deputy City Manager Burke provided staff report with input from City Manager Avalos. Mayor Pro Tem Trevino, Councilmembers Ramoso, Manalo, and Ahir provided comments and/or asked questions. Lorelei Bailey provided public comment.

Manalo moved, seconded by Ahir, to approve agenda item 11C, as recommended.  
Motion carried, 5-0.

## **12. CITY MANAGER INFORMATIONAL REPORTING**

City Manager Avalos provided updates.

## **13. ADJOURNMENT**

The meeting was adjourned at 11:12 p.m.



# CITY COUNCIL AGENDA REPORT

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**MEETING DATE:** April 14, 2025

**ITEM NO:** 9F.

**TO:** Mayor and Members of the City Council

**SUBJECT:** Second Reading and Adoption of an Ordinance Vacant Properties

**FROM:** Jennifer Alderete, City Clerk

**REVIEWED AND APPROVED BY:**

Abel Avalos, City Manager

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**RECOMMENDATION:**

Staff recommends that City Council adopt Ordinance No. 25-966, an ordinance amending Chapter 24 (vacant buildings and foreclosed properties) of Title 5 (public welfare) of the Artesia Municipal Code relating to the maintenance of vacant properties; and find that the proposed ordinance is not subject to the State CEQA Guidelines Section 15061(b)(3).

**BACKGROUND:**

The City Council took action to waive further reading, and introduce Ordinance No. 25-966 at the March 17, 2025.

**FISCAL IMPACT:**

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

**Attachments**

[Ord No. 25-966.pdf](#)

[11B Intro Report No Attachments.pdf](#)

## **ORDINANCE NO. 25-966**

### **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, AMENDING CHAPTER 24 (VACANT PROPERTIES) OF TITLE 5 (PUBLIC WELFARE) OF THE ARTESIA MUNICIPAL CODE RELATING TO THE MAINTENANCE OF VACANT PROPERTIES**

WHEREAS, the City of Artesia ("City") is authorized under the California Constitution with the police power to safeguard public health, welfare, and safety;

WHEREAS, the City Council declares that vacant properties are a major cause and source of blight in both residential and non-residential neighborhoods;

WHEREAS, properties that remain vacant and unoccupied for any appreciable period of time become a life-safety hazard, fire hazard, and attract crime (frequently involving illegal drug-related activity);

WHEREAS, vacant properties, including lots and buildings, whether or not those buildings are boarded, substandard, structurally deficient, or any part of the property is poorly maintained, neglected for a long term, or exhibiting any combination of these negative qualities, contribute to the growth of blight within the City, depress market values of surrounding properties, discourage economic development, retard appreciation of property values thereby reducing tax revenues, necessitate additional governmental services, significantly interfere with the use and enjoyment of neighboring properties, create an unhealthy and unsafe condition affecting the public and constitutes an unreasonable use of property and a public nuisance;

WHEREAS, the purpose of this Ordinance is to amend Chapter 24 of Title 5 (Public Welfare) of the Artesia Municipal Code ("AMC") entitled, "Vacant Properties," to ensure that owners of vacant properties are known to the City and other interested parties (and can be reached if necessary), ensure that owners of vacant properties are aware of the obligations of ownership under relevant codes and regulations, and ensure that owners meet minimum standards of maintenance of vacant properties;

WHEREAS, the City Council finds that the adoption and implementation of the procedures and standards set forth below for the identification and abatement of public nuisances within the City is within the power and authority of the City to protect the public health, safety, and welfare of the City's citizens;

WHEREAS, the Planning Commission considered this Ordinance on January 21, 2025 and February 18, 2025 and by unanimous vote (5-0) recommended City Council adoption; and

WHEREAS, at a regularly scheduled meeting, the City Council held a hearing concerning the municipal code amendments contained herein as required by law and received testimony from City staff and all interested parties regarding the proposed amendments; and



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

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

SECTION 1. Incorporation of Recitals. The recitals above are each incorporated by reference and adopted as findings by the City Council.

SECTION 2. Amending Chapter 24 (Vacant Buildings and Foreclosed Properties) of Title 5 (Public Welfare) of the Artesia Municipal Code is hereby amended in its entirety to read as follows with additions shown as underline and deletions in ~~strike through~~:

## **“CHAPTER 24**

### **VACANT BUILDINGS AND FORECLOSED PROPERTIES**

#### **Sections:**

<b>5-24.010</b>	<b>Purpose</b>
<b>5-24.020</b>	<b>Definitions</b>
<b>5-24.030</b>	<b>Authority to Administer and Enforce Chapter; Monitoring Program</b>
<b>5-24.040</b>	<b>Scope</b>
<b>5-24.050</b>	<b>Service Requirements</b>
<b>5-24.060</b>	<b>Registration and Exemptions</b>
<b>5-24.070</b>	<b>Registration Procedure</b>
<b>5-24.080</b>	<b>Notice</b>
<b>5-24.090</b>	<b>Maintenance Requirements for Vacant <del>Buildings</del> <u>Properties</u>; Quarterly Inspections</b>
<b>5-24.100</b>	<b><u>Recordation of Transfer to Loan/Deed of Trust</u></b>
<b>5-24.110</b>	<b>Fees</b>
<b>5-24.120</b>	<b>Enforcement</b>

#### **5-24.010 Purpose.**

The purpose of this chapter is to ensure all vacant ~~buildings and foreclosed~~ properties comply with minimum property maintenance requirements, to encourage proactive and preventive maintenance of properties, to ensure maintenance issues are quickly and efficiently remedied, and to promote the health, safety, and welfare of the people of the City of Artesia.

#### **5-24.020 Definitions.**

For the purposes of carrying out the intent of this chapter, unless the content clearly indicates to the contrary, the following words, phrases, and terms shall have the following meanings:

(a) *Building* means any structure, including, but not limited to, any residential, commercial, industrial, or assembly structure, approved for occupancy on either a lot of record or within a single project approved by the City pursuant to the City's Zoning Code.

(b) *Director* means the Director of the Artesia Community Development Department, or his or her designee.

(c) *Owner* means and includes any person having legal title to, or who leases, rents, occupies or has charge, control, or possession of, any real property in the City, including all persons shown as owners on the last equalized assessment roll of the County Assessor's Office. Owners include persons with powers of attorney, executors of estates, trustees, or who are court-appointed administrators, conservators, guardians, receivers, and any beneficiary and trustee who holds a deed of trust on a property in the City.

(d) *Person* means any natural person or legal entity.

(e) *Vacant ~~building~~ property* means any ~~building that is~~ parcel of land, including lots, which can be undeveloped, and may include any building on the parcel, that is (1) unoccupied and unsecured, (2) unoccupied and secured by fence or boarding or other similar means, (3) unoccupied and has multiple code violations, (4) has been unoccupied for more than 30 days, (5) unoccupied and subject to a current notice of default, notice of trustee's sale, or pending tax assessors lien sale; or (6) unoccupied and conveyed by a foreclosure sale resulting in the acquisition of title by an interested beneficiary of a deed of trust or conveyed via a deed in lieu of foreclosure.

(f) *Unoccupied* means not legally occupied. Factors that may be used, typically in combination, to determine whether a building is unoccupied include, but are not limited to: overgrown or dead vegetation; accumulation of newspapers, circulars, flyers, or mail; past due utility notices; the existence of real property tax delinquencies for the land upon which the building is located; disconnected utilities; accumulation of trash, junk, or other debris; the presence of non-functional or broken doors or windows; the absence of doors or windows; the absence of window coverings such as curtains, blinds, or shutters; the absence of furnishings or personal items consistent with residential or commercial furnishings consistent with the permitted uses within the zone of the real property; statements by neighbors, passersby, delivery agents, government employees that the property is unoccupied.

(g) *Secured* means and includes such measures as may be directed by the Director that assist in rendering real property inaccessible to unauthorized persons including, without limitation, the repair of fences, walls, and other barriers, chaining or pad locking of gates, or the repair or boarding of doors, windows, or other openings.

#### **5-24.030 Authority to Administer and Enforce Chapter; Monitoring Program**

(a) **Administration.** The Director is authorized to administer and enforce this chapter. The Director may adopt supplemental regulations or policies to implement and interpret this chapter. These regulations or policies must conform with the purpose of this chapter.

(b) **Monitoring Program for Vacant Properties.** A program monitoring vacant buildings properties is hereby established. The Director has the duty to do the following pursuant to the monitoring program:

- (1) Inspect properties in the City to identify ~~buildings~~ properties that are vacant.
- (2) Order vacant ~~buildings~~ properties to comply with this chapter and any other applicable codes.
- (3) Order vacant ~~buildings~~ properties that are open and accessible to be secured against unlawful entry in accordance with this chapter.
- (4) Initiate proceedings against the owner of any vacant ~~buildings~~ property found to be in violation of this chapter or any other applicable code.
- (5) Maintain surveillance over vacant ~~buildings~~ properties so that timely code enforcement proceedings are commenced in the event the property becomes substandard or a nuisance.

#### **5-24.040 Scope.**

(a) **Applicability.** The provisions of this chapter apply to all improved real property throughout the City of Artesia where any of the conditions specified in this chapter are found to exist.

(b) **Regulations Cumulative.** The regulations provided by this chapter are cumulative to each other and to any other regulations under City, State, or federal law.

#### **5-24.050 Service Requirements.**

Any notice required to be served under this chapter must be completed by either personal delivery or ~~first-class~~ first-class mail. Service by mail is deemed complete at the time of deposit in the mail. Any notice issued to a registrant may be sent to the mailing address listed on the application submitted to the City. Failure of any registrant to receive a properly addressed notice by mail does not invalidate any action, decision, determination, or proceeding under this chapter.

#### **5-24.060 Registration and Exemptions.**

(a) **Registration Required.** An owner of a vacant ~~buildings~~ property must register their property with the Director within 30 days of the ~~buildings~~ property becoming vacant, in accordance with the requirements of this chapter. Each beneficiary/trustee who holds a deed of trust on a property located within the City shall perform an inspection of the property in question prior to recording a notice of default or similar instrument with the Los Angeles County Recorder's Office. If the ~~buildings~~ property is found to be vacant or shows evidence of vacancy, it is, by this chapter, deemed vacant.

(b) **Exemptions.** The provisions of this chapter do not apply to the following vacant ~~buildings~~ properties:

(1) **Active Construction.** Vacant ~~buildings~~ properties where all of the following conditions are satisfied:

i. There is a valid building permit for repair, rehabilitation, or construction of ~~the~~ a vacant building on the vacant property; and

ii. The owner is progressing diligently to complete such repair or rehabilitation within one year of the issuance of the building permit; and

iii. The owner regularly removes exterior trash, debris, and graffiti.

(2) **Active Marketing.** The ~~buildings~~ property complies with all codes, is ready for occupancy, and is actively being offered for sale, lease, or rent.

#### **5-24.070 Registration Procedure.**

(a) **Application Required.** Any person seeking to register a vacant ~~buildings~~ property must submit a complete, written application to the City using a form adopted by the City for that purpose.

(b) **Application Contents.** The City will not deem an application complete until all information, documents, and fees required under this chapter has been provided to the City. At minimum, any applicant requesting registration of a vacant ~~buildings~~ property pursuant to this chapter must submit the following information and documentation:

(1) The name and address of each owner and any property management company (as applicable) responsible for the security, maintenance, and marketing of the property in question.

(2) A maintenance plan describing and documenting how the maintenance requirements of this chapter will be complied with.

(3) The methods by which the owner has secured the property against unauthorized entry,

(4) A statement regarding any future plans for the property.

(5) Proof of fire and liability insurance coverage.

(6) Such other identification and information as the Director may require.

(c) **Registration Fee.** Each applicant must pay the nonrefundable registration fee, as established by resolution of the City Council, at the time of registration and annually thereafter.

(d) **Annual Registration.** The registration pursuant to this section must be renewed annually. A registration is valid upon issuance and continues in effect ~~for one year~~ from the date of issue until expiration. It expires automatically on December 31<sup>st</sup> of

each calendar year one-year following the date of its issuance, unless suspended, revoked, or renewed in accordance with this chapter.

**(e) Notice City of Changes to Registration.** Any person, partnership, association, corporation, fiduciary, or other legal entity that has registered a property under this chapter must notify the Director in writing of any change of information contained in the registration within 10 days of the change.

#### **5-24.080 Notice**

Whenever the Director has cause to believe, based upon an inspection, complaint, or report from another agency or person, that a building property is vacant and it has not been registered as required by this chapter, then the Director may serve the owner with a written notice requiring the owner to register the building property with the Department as vacant and pay the registration fee within the period of time specified in the notice, which may be no greater than 30 days.

#### **5-24.090 Maintenance Requirements for Vacant Buildings Properties;**

##### **Inspections.**

**(a) Maintenance Required; Director Modification.** Each vacant building property that is subject to registration must be maintained in compliance with applicable federal, State, and local law and the maintenance and security requirements provided in subsections (b) through (g) below. The Director may modify the requirements, below, at his or her discretion in the case of a partially vacant building property. The Director may also modify or waive some or all of these requirements in the case of a building property that has been damaged by fire, a natural disaster, or other calamity.

**(b) (b) Unimproved Vacant Lot Types.** Persons owning or maintaining vacant lots that were never developed or became vacant after pre-existing buildings, structures or impervious surfaces were removed, must provide a landscape and irrigation plan to the Director for approval within 30 days of the real property becoming vacant.

**(c) Exterior Maintenance.** Upon approval of a landscape and irrigation plan, a vacant property The owner must actively maintain and monitor the exterior of any the building(s) and the grounds, including all lots, so that they remain in continuing compliance with all applicable codes and regulations, and do not contribute to and are not likely to contribute to blight. Active maintenance and monitoring shall include, but not be limited to:

(1) A landscaped area must be provided and maintained on all perimeters of a vacant property located adjacent to all streets, alleys, or other public right-a-way.

(2) Landscaped areas must be planted with natural, drought-tolerant vegetation consisting of a combination of trees, shrubs, and groundcover, subject to approval of the Director. For detailed coverage requirements, please refer to Section 9-2.1503 of this Code.

(3) Maintenance of landscaping and plant materials must be in good condition at all times.

(4) Property must be equipped with an operable automatic irrigation system for the ground cover, which must be installed and maintained in good condition at all times. Approved ground cover types for the property include grass, artificial turf, decomposed granite, mulch, woodchips, and gravel or rocks. Detailed coverage requirements for these ground covers can be found in Section 9-2.1503(b) of this Code.

(5) Regular removal of all exterior trash, debris, and graffiti from the property building and its associated lots.

(6) Maintenance of the exterior of the building of any structure on the vacant property, and all associated lots, in a good condition that is structurally safe and preserves the physical integrity of the structure, including but not limited to paint and finishes, foundation, roof, chimneys, flues, gutters, downspouts, scuppers, flashing, skylights, windows, exterior stairs and decks. All painted area to cover graffiti shall be painted to match the color of the building.

(7) Prevention of criminal activity on the premises and trespass by unauthorized persons.

(8) Turning off all utilities that are not necessary for the upkeep and maintenance of the property building.

(9) Swimming pools, spas, fountains, or other bodies of water that are not maintained to be free and clear of pollutants or debris, or that are likely to harbor mosquitoes, insects, or vectors are prohibited. This includes, but is not limited to, water that is clouded or green, water containing bacterial growth, algae, insect larvae, insect remains, or animal remains. Additionally, swimming pools must be covered, secured, and maintained in such a way that water cannot collect or accumulate either in the pool or on top of the cover thereon.

(d) **Landscape and Irrigation Plan.** Before the City issues a demolition permit on any vacant property in which the construction of a new building, structure, parking lot, or impervious surface is not scheduled to commence within 30 days after demolition, the responsible party must submit a landscape and irrigation plan for review and approval by the Director (with the appropriate plan check fees). The Director may impose any reasonable conditions of approval on the landscape and irrigation plan to ensure that the property will be adequately maintained during the time that it is vacant. Upon approval of the plan, the landscape and irrigation improvements to the vacant property, as specified on the plan, must be completed to the satisfaction of the Director within 30 days after approval of the plans.

(e) **Interior Maintenance.** The owner must preserve the interior of any the building on the property from damage by the elements or plumbing leaks and keep it free from accumulation of garbage and other debris, and from infestation by rodents, insects, or other pests.

(f) **Security.** Each vacant building property must be secured against unauthorized entry. The methods of security shall be as approved by the Director, who shall take into consideration whether the property has been cited for nuisance activities or criminal conduct by another department of the City or another government agency. To

enhance safety and prevent unauthorized access, the following specific security measures are required:

(1) A wrought iron, heavy-duty vinyl, combination blocks & wrought-iron, or other suitable fencing material approved by the Director must be located behind all required perimeter landscaping. The fencing height must comply with Section 9-2.1401 of this Code. All fences and barriers must be provided with a gate to allow access to the vacant property for emergency access.

(2) All perimeter fences and barriers must be maintained in good condition at all times by the responsible party. Any on-site graffiti must be removed by the responsible party within 24 hours of discovery or notification by the City. The responsible party must inspect the property at reasonable intervals for any on-site graffiti and take other steps to reasonably ensure that there is no on-site graffiti.

(g) **Insurance.** The owner must maintain fire and liability insurance coverage as determined necessary by the Director. Any insurance policy must require advanced, written notice to the Director in the event of cancellation of insurance or a reduction in coverage.

(h) **Sign Posting.** The owner of the vacant building property is required to post a sign ~~at the front of the building~~ on the property, in a conspicuous location protected from the weather, that provides the current name, address, and phone number of the owner of record or property manager. If a notice of default or foreclosure has been recorded for the property, the lender's name, address, and telephone number must also be provided. The sign may be no smaller than 8-1/2 inches by 11 inches.

(i) **Additional Requirements for Commercial Buildings.** In addition to the above requirements, any vacant commercial building property, ~~including all lots, be~~ must be maintained in accordance with the following requirements:

(1) If the property has a Bbuilding(s) with fire sprinkler systems, those systems must be maintained in working order.

(2) If the property has a building(s) Buildings with a centralized and registered fire and burglar alarm system, those systems must be maintained in working order.

(3) Buildings without fire sprinkler systems or fire alarm or burglar alarm systems shall be provided with continuous physical monitoring by means of an onsite patrol. "Continuous physical monitoring" shall mean the use of a licensed security agency operating in the City of Artesia and providing regular surveillance of the vacant building property, as part of the agency's security route.

(j) **Quarterly Inspections.** The City shall inspect each registered vacant building property on a quarterly basis to ensure ongoing compliance with the requirements of this Section. Any failure of an owner to comply shall be subject to the City's enforcement of the provisions of this chapter.

(k) **Mitigation Plan.** Properties, buildings, or structures that are vacant for more than forty-five consecutive calendar days, in addition to the requirements of subsections (b) through (h), responsible parties of any real property, building, or portion thereof, that

has been vacant for at least 45 consecutive calendar days shall also adhere to the following:

(1) Submit a Vacant Property Mitigation Plan to the Planning Division, which demonstrates how the property will be regularly inspected, secured, and maintained in a manner that protects the health, safety, general welfare, and aesthetic standards of the community, as well as which demonstrates goals and plans for demolishing any vacant structure or for the re-occupancy of the vacant property.

(2) Conduct or cause to be conducted sufficient and adequate inspections of any vacant property, building or structure, or portion thereof, to monitor and immediately abate any condition that does not adhere to the provisions of this chapter and Code. Such inspections shall be conducted at a minimum, once each calendar week, and the results of the inspections shall be documented and be submitted in writing to the Director within 48 hours of each inspection.

(3) Remove all furniture and personal property from the interior of any real property, building, or structure, or portion thereof, that is vacant.

(4) Remove all curtains, blinds, and window coverings from all windows located on the ground level of any vacant building or structure to allow a clear view to the interior of the vacant building or structure, or portion thereof.

(l) **Additional Requirements.** In addition to the specific maintenance and security requirements provided in this chapter, the Director shall have the authority to require responsible parties for vacant properties subject to the registration pursuant to this chapter to implement additional maintenance and security measures in order to effectuate the purpose of this chapter. This may include, but is not limited to, the installation of security lighting, increasing the frequency of on-site inspections, employment of an on-site security guard, and/or posting additional signage at the property.

#### **5-24.100 Recordation of Transfer to Loan/Deed of Trust.**

Within 10 calendar days following the purchase or transfer of a loan or deed of trust secured by real property, the new beneficiary and trustee shall record with the Los Angeles County Recorder's Office an assignment of rents or similar document. This document must list the name of the person purchasing or acquiring the loan or deed of trust, along with the mailing address and contact number of the new beneficiary and trustee responsible for receiving payments associated with the loan or deed of trust. This requirement shall not apply to the sale or transfer of a property when such sale or transfer does not include the sale or transfer of any loan or deed of trust associated with such property.

Within 10 calendar days following the change of a trustee in a deed of trust secured by real property, the beneficiary shall record with the Los Angeles County Recorder's office a Substitution of Trustee or similar document that lists the name of all new trustees, as well as the mailing address and contact telephone number of all new trustees.



#### **5-24.1010 Fees.**

The City Council may establish by resolution, and from time to time may amend, a registration fee to defray the administration of this chapter, including but not limited to, the registration process, monitoring vacant buildings properties, and enforcing this chapter. The fee required under this chapter is in addition to any other license, permit, or fee required by any other section or chapter of this code. The amount of any fee, cost or charge imposed pursuant to this Chapter is a debt to the City of Artesia that may be recovered by any means authorized by law.

#### **5-24.1240 Enforcement.**

(a) **Violations Unlawful.** It is unlawful and declared a public nuisance for any person to operate, conduct, or maintain a vacant building property contrary to the provisions of this chapter.

(b) **Criminal Penalties.** Any person who violates any provision of this chapter is guilty of a misdemeanor punishable by a fine of up to \$1,000 per each violation per day, or by imprisonment in the County jail not exceeding six months, or by both; except the City Attorney, in his or her discretion, may prosecute a violation of this chapter as an infraction subject to the penalties in Section 1-2.01 of this code.

(c) **Administrative Citations.** Administrative citations may be issued for violations of the provisions of this chapter, as set forth in Chapter 7 of Title 1 of this code.

(d) **Civil or Equitable Enforcement.** The City Attorney may bring a civil or equitable action to seek the abatement of any violation of this chapter.

(e) **Aiding, Abetting, and Omissions.** Whenever in this chapter any act or omission is made unlawful, it shall include causing, permitting, aiding, abetting, suffering, or concealing the fact of such act or omission.

(f) **Ongoing Violations.** Each and every day a violation is maintained, caused, aided, abetted, concealed, suffered, or permitted is a separate offense.

(g) **Remedies Cumulative.** The remedies, procedures, and penalties provided by this Chapter are cumulative to each other and to any other remedies, procedures, and penalties available under City, State, or ~~federal~~ Federal law Law.

**SECTION 3. CEQA.** The City Council determines that the adoption of this Ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3) as it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

**SECTION 4. 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 5. Certification and Publication. The City Clerk shall certify the passage and adoption of this Ordinance and shall cause the 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 \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
ALI TAJ, MAYOR

ATTEST:

\_\_\_\_\_  
JENNIFER ALDERETE, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
HONGDAO NGUYEN, CITY ATTORNEY



# CITY COUNCIL AGENDA REPORT

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**MEETING DATE:** March 17, 2025

**ITEM NO:** 11B.

**TO:** Mayor and Members of the City Council

**SUBJECT:** Introduction of an Ordinance Amending the Artesia Municipal Code Relating to Maintenance of Vacant Properties

**FROM:** Bill Rodrigues, Acting Planning Manager  
Sal Lopez, Interim Community Development Director

**REVIEWED AND APPROVED BY:**

Melissa Burke, Deputy City Manager  
HongDao Nguyen, City Attorney  
Abel Avalos, City Manager

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**RECOMMENDATION:**

The Planning Commission recommends that the City Council:

1. Introduce for first reading Ordinance 25-966, an Ordinance Amending Chapter 24 (Vacant Buildings and Foreclosed Properties) of Title 5 (Public Welfare) of the Artesia Municipal Code Relating to the Maintenance of Vacant Properties; and
2. Find that the proposed Ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3) as it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

**BACKGROUND:**

The City Council has declared that vacant properties are a significant source of blight in both residential and nonresidential neighborhoods. When left vacant and neglected, these properties not only detract from the appearance of surrounding areas but also pose serious safety risks, such as fire hazards and attracting criminal activity, particularly illegal drug-related offenses.

Properties that remain unoccupied, whether they are vacant lots or decaying buildings, contribute to the further deterioration of the neighborhood. These properties can depress property values, hinder economic development, and slow appreciation of nearby properties, which ultimately impacts tax revenues. In addition, the neglect of such properties requires increased municipal services, which strains local resources. The unsafe and unhealthy conditions they create significantly affect the well-being of nearby residents and businesses, interfering with their use and enjoyment of their properties and constituting a public nuisance.

On August 28, 2024, the Conceptual Development Review Committee instructed staff to amend Chapter 24 (Vacant Buildings and Foreclosed Properties) of Title 5 (Public Welfare) of the Artesia Municipal Code concerning the maintenance of vacant properties. The amendments are intended to make the provisions more comprehensive,

expand coverage to include vacant lots, and align the City's Municipal Code more closely with the standards set by the cities of Bellflower, Norwalk, and Downey.

Staff presented the proposed ordinance changes to the Planning Commission as Case No. 2024-38 on January 21, 2025. The Planning Commission requested more information of staff and continued the item.

On February 18, 2025, the proposed ordinance was again presented to the Planning Commission and responses provided to the Commission's January 21, 2025 inquiries. The Planning Commission asked a few additional clarifying questions pertaining to implementation and unanimously (5-0) recommended City Council adoption.

#### **ANALYSIS:**

In developing the draft ordinance, staff followed the guidance and recommendations provided by the Conceptual Development Review Committee and conducted a review of the Municipal Codes of Bellflower, Norwalk, and Downey regarding vacant or improved vacant lots and properties. Based on this review, staff recommend several changes to enhance the regulations, ensuring that vacant properties within the City are effectively managed and potential challenges are mitigated.

The proposed ordinance introduces several significant updates aimed at strengthening the maintenance, security, and overall management of vacant properties. These revisions are designed to address issues related to public safety, property upkeep, and the prevention of blight, ensuring that vacant properties do not negatively impact the surrounding community.

Key changes include:

- **Security Measures:** The ordinance now includes provisions to secure properties, such as repairing fences, locking gates, and securing openings like doors and windows to prevent unauthorized access.
- **Landscape and Irrigation Requirements:** Property owners must submit a landscape and irrigation plan for vacant lots that includes drought-tolerant vegetation and an automatic irrigation system. These plans must be approved by the Community Development Director, and the landscaping must be maintained in good condition at all times. Additionally, vacant properties must have landscaping around all perimeters adjacent to public rights-of-way(s).
- **Maintenance of Water Features:** Stricter regulations are introduced for pools, spas, and other water features to ensure they remain free of pollutants, debris, and standing water that could attract pests. These features must be securely covered and maintained to prevent water accumulation.
- **Mitigation Plans for Long-Term Vacancies:** For properties vacant for more than 45 days, owners must submit a Vacant Property Mitigation Plan. This plan will outline how the property will be regularly inspected, secured, and maintained, including requirements for removing interior furniture and personal items and ensuring clear visibility of the property's interior.
- **Additional Maintenance and Security Measures:** The Director is authorized to impose additional security measures, including security lighting, increased inspection frequency, or the employment of security guards, to ensure the property's safety and compliance with the ordinance.
- **Recordation Requirements for Property Transfers:** When a loan or deed of trust secured by real property is transferred, the new beneficiary and trustee must record the assignment with the Los Angeles County Recorder's Office within 10 days. Any changes in the trustees must also be recorded with updated contact details.

These amendments aim to promote a more proactive approach to vacant property management, ensuring effective upkeep and security while safeguarding the community's health, safety, and aesthetic standards. By establishing clear guidelines and expanding enforcement mechanisms, the city will be better equipped to preserve the integrity of its neighborhoods and mitigate the negative effects of vacant and neglected properties. Registration will also help address items like graffiti abatement quickly, as staff will have up to date information on who the proper contacts are for each property to ensure issues like graffiti are removed within 72 hours.

The Planning Commission was concerned about how the updated code would be enforced. Staff is currently working with a vendor that hosts web-based vacant property registration portals, where property owners will be able to follow a link through the City's website to register their properties, and renew their registration annually. Staff is also developing a fee study to incorporate the cost of providing this service, along with the staff time for Code Enforcement Officers to routinely monitor the properties to ensure compliance. The fee study, along with the suggested fee resolution will be presented to the City Council before the proposed Ordinance is adopted. Should the proposed Ordinance be adopted, staff will continue with our current practice of providing courtesy notices to property owners regarding the new rules well before enforcement takes place. This will allow property owners time to make necessary changes, and where needed, receive Planning approval for landscaping plans. Finally, while the City cannot force property owners to develop vacant properties, the proposed Ordinance will provide the City a tool to ensure that properties are kept up nicely and add, not detract, from the quality of our neighborhoods and commercial centers.

**FISCAL IMPACT:**

There is no fiscal impact to the General Fund associated with the introduction, and ultimately the adoption, of this Ordinance by the City Council.

**ENVIRONMENTAL:**

In accordance with the California Environmental Quality Act (CEQA) Guidelines, this project is exempt from environmental review as it does not meet the definition of a "project" under CEQA Guidelines Section 1578(b)(5). The adoption of this Ordinance is an administrative action that will not cause any direct or physical changes to the environment, and no further analysis is required.

**RECOMMENDED COUNCIL ACTION:**

Staff recommends that the City Council open the public hearing, receive public comment, close the public hearing, and, by motion, introduce for first reading Ordinance No. 25-966, An Ordinance of the City Council of the City of Artesia, California, Amending Chapter 24 (Vacant Properties) of Title 5 (Public Welfare) of the Artesia Municipal Code Relating to the Maintenance of Vacant Properties.

**Attachments**

[Ordinance No. 25-966 \(Vacant Properties\).pdf](#)

[02.18.2025 Planning Commission staff report.pdf](#)



# CITY COUNCIL AGENDA REPORT

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**MEETING DATE:** April 14, 2025

**ITEM NO:** 9G.

**TO:** Mayor and Members of the City Council

**SUBJECT:** Second Reading and Adoption of an Ordinance Regarding Accessory Dwelling Units

**FROM:** Jennifer Alderete, City Clerk

**REVIEWED AND APPROVED BY:**

Abel Avalos, City Manager

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**RECOMMENDATION:**

Staff recommends that City Council adopt Ordinance No. 25-963, an ordinance of the City Council, Amending Title 9, Chapter 2, Article 45 of the Artesia Municipal Code relating to accessory dwelling units and junior accessory dwelling units to comply with recent changes in state law, and finding the action to be statutorily exempt from CEQA under Public Resources Code § 21080.17

**BACKGROUND:**

The City Council took action to waive further reading, and introduce Ordinance No. 25-963 at the February 10, 2025.

**FISCAL IMPACT:**

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

**Attachments**

[Ord 25-963.pdf](#)

[Ord 25-963 - Exhibit A-1.pdf](#)

[9A Intro Report No Attachments.pdf](#)

## **ORDINANCE NO. 25-963**

### **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, AMENDING TITLE 9, CHAPTER 2, ARTICLE 45 OF THE ARTESIA MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS TO COMPLY WITH RECENT CHANGES IN STATE LAW, AND FINDING THE ACTION TO BE STATUTORILY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) UNDER PUBLIC RESOURCES CODE § 21080.17**

**WHEREAS**, the City of Artesia, California (“City”) is a municipal corporation, duly organized under the California Constitution and laws of the State of California; and

**WHEREAS**, state law authorizes cities to act by ordinance to provide for the creation and regulation of accessory dwelling units (“ADUs”) and junior accessory dwelling units (“JADUs”); and

**WHEREAS**, in recent years, the California Legislature has approved, and the Governor has signed into law, numerous bills that, among other things, amend various sections of the Government Code to impose new limits on local authority to regulate ADUs and JADUs; and

**WHEREAS**, in 2024, the California Legislature approved, and the Governor signed into law, Assembly Bill 2533 (“AB 2533”) and Senate Bill 1211 (“SB 1211”), which further amend state ADU law; and

**WHEREAS**, AB 2533 and SB 1211 took effect on January 1, 2025, and for the City’s ADU ordinance to remain valid, it must be amended to reflect the requirements of AB 2533 and SB 1211; and

**WHEREAS**, on November 18, 2024, the City Council adopted Urgency Ordinance No. 24-962U (“Urgency Ordinance”), which took immediate effect and amended the City’s ADU ordinance to comply with AB 2533 SB 1211; and

**WHEREAS**, on November 19, 2024, the Planning Commission conducted a duly noticed public hearing on Ordinance No. 25-963 (i.e., this ordinance and hereafter the “Ordinance”). The code amendments attached thereto were identical to the code amendments adopted by the City Council via the Urgency Ordinance. Following the public hearing, the Planning Commission voted to recommend that the City Council adopt the Ordinance; and

**WHEREAS**, on November 25, 2024, the City received correspondence from the California Department of Housing and Community Development (“HCD”) identifying select provisions of the City’s ADU ordinance that HCD maintained should be revised to comply with state ADU law. Staff responded in December 2024, and agreed to incorporate HCD’s requested revisions into the Ordinance; and

**WHEREAS**, on January 21, 2025, the Planning Commission conducted a duly noticed public hearing on the updated Ordinance. Following the public hearing the Planning Commission voted to recommend that the City Council adopt the updated Ordinance; and

**WHEREAS**, on February 10, 2025, the City Council held a duly-noticed public hearing to consider the Ordinance, including: (1) the public testimony and agenda reports prepared in connection with the Ordinance, (2) the policy considerations discussed therein, and (3) the consideration and recommendations by the Planning Commission; and

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

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

**SECTION 1. Recitals.** The recitals set forth above are true and correct and are hereby adopted as findings in support of this Ordinance as if fully set forth herein.

**SECTION 2. CEQA.** Under California Public Resources Code section 21080.17, the California Environmental Quality Act ("CEQA") does not apply to the adoption of an ordinance by a city or county implementing the provisions of Article 2 of Chapter 13 of Division 1 of Title 7 of the California Government Code, which is California's ADU law and which also regulates JADUs, as defined by section 66313. Therefore, adoption of the Ordinance is statutorily exempt from CEQA in that it implements state ADU law.

**SECTION 3. General Plan.** The City Council hereby finds that the adoption of the Ordinance is consistent with the General Plan as a matter of law under Government Code section 66314(c).

**SECTION 4. Code Amendment.** Sections 9-2.4501, 9-2.4502, 9-2.4503, 9-2.4504, 9-2.4505, 9-2.4506, and 9-2.4508 of the Artesia Municipal Code are hereby amended as provided in Exhibit "A-1," with additions shown in underline and deletions in ~~strike through~~, attached hereto and incorporated herein by reference. This Ordinance only amends select provisions within the sections listed above; all remaining provisions of Title 9, Chapter 2, Article 45 of the Artesia Municipal Code that are not amended by this Ordinance shall remain unchanged.

**SECTION 5. Effective Date.** This Ordinance shall become effective 30 days after the Council adopts this Ordinance.

**SECTION 6. Severability.** Should any provision of this Ordinance, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Ordinance or the application of this Ordinance to any other person or circumstance, and, to that end, the provisions hereof are severable. The City Council of the City of Artesia declares that it would have adopted all the provisions of this Ordinance that remain valid if any provisions of this ordinance are declared invalid.



**SECTION 7. Adoption, Certification, and Publication.** The City Clerk of the City of Artesia shall certify the passage and adoption of this Ordinance and shall cause the same, or a summary thereof, to be published and/or posted in the manner required by law.

**SECTION 8. Record of Proceedings.** The documents and materials associated with this ordinance that constitute the record of proceedings on which these findings are based are located at 18747 Clarkdale Avenue, Artesia, California, 90701. The City Clerk is the custodian of the record of proceedings.

**SECTION 9. Submittal to HCD.** In accordance with Government Code section 66326, staff is hereby directed to submit a copy of this Ordinance to HCD within 60 days after adoption.

**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 \_\_\_\_ day of \_\_\_\_\_, 2025.**

CITY OF ARTESIA:

\_\_\_\_\_  
ALI TAJ, MAYOR

ATTEST:

\_\_\_\_\_  
JENNIFER ALDERETE, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
BEST BEST & KRIEGER, CITY ATTORNEY

**EXHIBIT “A-1”**  
**Title 9, Chapter 2, Article 45 – Accessory Dwelling Units**  
**(Deletions in strikethrough and additions underlined)**

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**§ 9-2.4501 Purpose.**

The purpose of this section is to allow and regulate accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs) in compliance with ~~California Government Code Sections 65852.2 and 65852.22~~Chapter 13 of Division 1 of Title 7 of the California Government Code.

**§ 9-2.4502 Effect of Conforming.**

An ADU or JADU that conforms to the standards in this section will not be:

- (a) Deemed to be inconsistent with the city’s general plan and zoning designation for the lot on which the ADU or JADU is located.
- (b) Deemed to exceed the allowable density for the lot on which the ADU or JADU is located.
- (c) Considered in the application of any local ordinance, policy, or program to limit residential growth.
- (d) Required to correct a nonconforming zoning condition, as defined in Section ~~9-2.4503(g)~~ 9-2.4503. This does not prevent the City from enforcing compliance with applicable building standards in accordance with Health and Safety Code section 17980.12.

**§ 9-2.4503 Definitions.**

As used in this article, terms are defined as follows:

...

“Livable space” means a space in a dwelling intended for human habitation, including living, sleeping, eating, cooking, or sanitation.

...

**§ 9-2.4504 Approvals.**

The following approvals apply to ADUs and JADUs under this section:

- (a) *Building-permit Only.* If an ADU or JADU complies with each of the general requirements in Section 9-2.4505, it is allowed with only a building permit in the following scenarios:

- (1) Converted on Single-family Lot: One ADU and one JADU on a lot with a proposed or existing single-family dwelling on it, where the ADU or JADU:
  - (i) Is either: within the space of a proposed single-family dwelling; within the existing space of an existing single-family dwelling; or (in the case of an ADU only) within the existing space of an accessory structure, plus up to 150 additional square feet if the expansion is limited to accommodating ingress and egress; and
  - (ii) Has exterior access that is independent of that for the single-family dwelling; and
  - (iii) Has side and rear setbacks sufficient for fire and safety, as dictated by applicable building and fire codes.
  - (iv) The JADU complies with the requirements of Government Code ~~Section 65852.22~~ Sections 66333 through 66339.

...

- (4) Limited Detached on Multifamily Lot: No more than two detached ADUs on a lot ~~that has an existing or with a proposed multifamily dwelling, or up to eight detached ADUs on a lot with an existing multifamily dwelling, if each detached ADU satisfies both all~~ of the following ~~limitations~~:
  - (i) The side- and rear-yard setbacks are at least four feet. If the existing multifamily dwelling has a rear or side yard setback of less than four feet, the city will not require any modification to the multifamily dwelling as a condition of approving the ADU.
  - (ii) The peak height above grade does not exceed the applicable height limit provided in Section 9-2.4505(b).
  - (iii) If the lot has an existing multifamily dwelling, the quantity of detached ADUs does not exceed the number of primary dwelling units on the lot.

### **§ 9-2.4505 General ADU and JADU Requirements.**

The following requirements apply to all ADUs and JADUs that are approved under Section 9-2.4504(a) or (b):

- (a) *Zoning.*
  - (1) An ADU subject only to a building permit under Section 9-2.4504(a) may be created on a lot in a Residential or Mixed-Use Zone.

- (2) An ADU or JADU subject to an ADU permit under Section 9-2.4504(b) may be created on a lot that is zoned to allow single-family dwelling residential use or multifamily dwelling residential use.
- (3) In accordance with Government Code Section 66333(a), a JADU may only be created on a lot zoned for single-family residences.

...

- (e) *No Separate Conveyance.* An ADU or JADU may be rented, but, except as otherwise provided in Government Code Section ~~65852.26~~ 66341, no ADU or JADU may be sold or otherwise conveyed separately from the lot and the primary dwelling (in the case of a single-family lot) or from the lot and all of the dwellings (in the case of a multifamily lot).

...

- (h) *Deed Restriction.* Prior to issuance of a certificate of occupancy for an ADU or JADU, a deed restriction must be recorded against the title of the property in the County Recorder's office and a copy filed with the Director of Community Development. The deed restriction must run with the land and bind all future owners. The form of the deed restriction will be provided by the City and must provide that:

- (1) Except as otherwise provided in Government Code Section ~~65852.26~~ 66341, the ADU or JADU may not be sold separately from the primary dwelling.

...

## **§ 9-2.4506 Specific ADU Requirements.**

The following requirements apply only to ADUs that require an ADU permit under Section 9-4.4504(b).

...

- (e) *Passageway.* No passageway, as defined by Section 9-2.4503~~(h)~~ (i), is required for an ADU.
- (f) *Parking.*
  - (1) *No Parking Required.* California Government Code Section ~~65852.2~~ 66322 prohibits the City from requiring an off-street parking space for an ADU that is located within 1/2 mile walking distance of public transit. All lots in the City that are eligible for the creation of an ADU subject to this section are located within 1/2 mile walking distance of public transit.

Consequently, no off-street parking is required for an ADU subject to this subsection.

- (2) No Replacement. When a garage, carport, ~~or~~ covered parking structure, or uncovered parking space is demolished in conjunction with the construction of an ADU or converted to an ADU, those off-street parking spaces are not required to be replaced.

(g) *Architectural Requirements.*

- (1) The materials and colors of the exterior walls, roof, and windows and doors must ~~match be the appearance of same as~~ those of the primary dwelling.

...

- (6) ~~Windows and doors~~ No window or door of the ADU may ~~not~~ have a direct line of sight to an adjoining residential property. ~~Fencing~~ Each window and door must either be located where there is no direct line of sight or screened using fencing, landscaping, or privacy glass may be used to provide screening and to prevent a direct line of sight.

...

**§ 9-2.4508 Nonconforming Zoning Code Conditions, Building Code Violations, and Unpermitted Structures.**

- (a) *Generally.* The city will not deny an ADU or JADU application due to a nonconforming zoning condition, building code violation, or unpermitted structure on the lot that does not present a threat to the public health and safety and that is not affected by the construction of the ADU or JADU.
- (b) *Unpermitted ADUs and JADUs constructed before 20182020.*
  - (1) Permit to Legalize. As required by state law, the City may not deny a permit to legalize an existing but unpermitted ADU or JADU that was constructed before January 1, ~~2018~~2020, if denial is based on either of the following grounds:
    - (i) The ADU or JADU violates applicable building standards, or
    - (ii) The ADU or JADU does not comply with ~~the State ADU or JADU law (Government Code Section 65852.2)~~ or this ADU ordinance (Section 9-2.4501 et seq.).
  - (2) Exceptions.

- (i) Notwithstanding Subsection (b)(1), the City may deny a permit to legalize an existing but unpermitted ADU or JADU that was constructed before January 1, ~~2018~~2020, if the City makes a finding that correcting a violation is necessary to ~~protect the health and safety of the public or of occupants of the structure~~ comply with the standards specified in California Health and Safety Code section 17920.3.
- (ii) Subsection (b)(1) does not apply to a building that is deemed to be substandard in accordance with California Health and Safety Code section 17920.3.



# CITY COUNCIL AGENDA REPORT

**MEETING DATE:** February 10, 2025

**ITEM NO:** 9A.

**TO:** Mayor and Members of the City Council

**SUBJECT:** Introduction of an Ordinance Regarding Accessory Dwelling Units

**FROM:** Art Bashmakian, Acting Planning Manager  
Sal Lopez, Interim Community Development Director

**REVIEWED AND APPROVED BY:**

Melissa Burke, Deputy City Manager  
HongDao Nguyen, City Attorney  
Abel Avalos, City Manager

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**RECOMMENDATION:**

Waive full reading and introduce Ordinance No. 25-963, An Ordinance of the City Council of the City of Artesia, California, Amending Title 9, Chapter 2, Article 45 of the Artesia Municipal Code Relating to Accessory Dwelling Units and Junior Accessory Dwelling Units to Comply with Recent Changes in State Law, and Finding the Action to Be Statutorily Exempt from CEQA under Public Resources Code § 21080.17.

**BACKGROUND:**

In recent years, the California Legislature has approved, and the Governor has signed into law, a number of bills that, among other things, amended various sections of the Government Code to impose new limits on local authority to regulate ADUs and JADUs. In 2024, the California Legislature approved, and the Governor signed into law, two new bills — AB 2533 and SB 1211 — that further amend state ADU law as summarized below.

The Planning Commission previously recommended to approve this proposed ordinance at its November 19, 2024, meeting. However, following the Planning Commission meeting, the City received comments from the Department of Housing and Community Development (“HCD”) identifying select provisions of the City’s ADU ordinance that HCD maintained should be revised to comply with state ADU law. Staff responded in December 2024, and agreed to incorporate HCD’s requested revisions into this effort (HCD’s letter and the City’s response are provided in Attachment 2). Generally speaking, HCD’s comments related to clarifying recent changes to state law (e.g., that owner occupancy is required for a JADU but not for an ADU), updating the statutory cross-references, and removing the deed restriction requirement for ADUs (while continuing to require one for JADUs, as required by Gov. Code section 66333).

On January 21, 2025, the Planning Commission conducted a public hearing and after taking public testimony, it discussed the matter and voted (3-0) (Manalo absent) recommending that the City Council adopt the proposed Ordinance. The Planning Commission raised concerns regarding parking impacts on neighborhoods resulting from developing Accessory Dwelling Units.

**ANALYSIS:**

**AB 2533 – Unpermitted ADUs and JADUs**

Subject to limited exceptions, existing state law prohibits a city from denying a permit to legalize an unpermitted ADU that was constructed before January 1, 2018, if the denial is based on the ADU not complying with applicable building, state, or local ADU standards. One exception allows a city to deny a permit to legalize if the city makes a written finding that correcting the violation is necessary to protect the health and safety of the public or the occupants of the structure.

AB 2533 changes this by: (1) expanding the above prohibition to also include JADUs; (2) moving the construction-cutoff date from January 1, 2018, to January 1, 2020; and (3) replacing the above exception with a requirement that local agencies find that correcting the violation is necessary to comply with the standards specified in Health and Safety Code section 17920.3 (Substandard Buildings). (See amended Gov. Code, § 66332(a)–(f).)

## **SB 1211 – Replacement Parking Requirements; Multifamily ADUs**

### *Replacement Parking*

Existing state law prohibits the City from requiring off-street parking spaces to be replaced when a garage, carport, or covered parking structure is demolished in conjunction with the construction of, or conversion to, an ADU.

SB 1211 amends this prohibition to now also prohibit a city from requiring replacement parking when an uncovered parking space is demolished for or replaced with an ADU. (See amended Gov. Code, § 66314(d)(11).)

### *Multifamily ADUs*

SB 1211 further defines *livable space* in connection with converted ADUs inside a multifamily dwelling structure. Existing state law requires the City to ministerially approve qualifying building-permit applications for ADUs within “portions of existing multifamily dwelling structures that are not used as livable space, including, but not limited to, storage rooms, boiler rooms, passageways, attics, basements, or garages ....” The term “livable space” is not defined by existing state ADU law.

SB 1211 changes this by adding a new definition: “‘Livable space’ means a space in a dwelling intended for human habitation, including living, sleeping, eating, cooking, or sanitation.” (See amended Gov. Code, § 66313(e).)

SB 1211 also increases the number of detached ADUs that lots with an existing multifamily dwelling can have. Existing state law allows a lot with an existing or proposed multifamily dwelling to have up to two detached ADUs.

Under SB 1211, a lot with an *existing* multifamily dwelling can have up to eight detached ADUs, or as many detached ADUs as there are primary dwelling units on the lot, whichever is less. (See amended Gov. Code, § 66323(a)(4)(A)(ii).) SB 1211 does not alter the number of ADUs that a lot with a *proposed* multifamily dwelling can have — the limit remains at two. (See amended Gov. Code, § 66323(a)(4).)

## **Next Steps & Recommendation**

Both AB 2533 and SB 1211 took effect on January 1, 2025. On November 18, 2024, the City Council adopted Urgency Ordinance No. 24-962U (“Urgency Ordinance”), which took immediate effect and amended the City’s ADU ordinance to comply with AB 2533 SB 1211. The code amendments provided in the attached ordinance (Exhibit A to Attachment 1) are near identical to the code amendments provided in the Urgency Ordinance, with the exception that the attached ordinance includes the minor revisions requested by HCD and additional clarifying staff-generated edits (e.g., adding subsection identifiers to the definitions section).

Adopting this proposed ordinance will amend Title 9, Chapter 2, Article 45, of the City of Artesia Municipal Code to ensure that the City’s ADU ordinance complies with recent changes in state law, address HCD’s comments, and incorporates other minor staff-generated revisions aimed at augmenting clarity for the benefit of staff and the general public. For these reasons, staff is recommending that the City Council adopt the proposed ordinance.

## **Environmental Review**



Under California Public Resources Code section 21080.17, CEQA does not apply to the adoption of an ordinance by a city or county implementing the provisions of Article 2 of Chapter 13 of Division 1 of Title 7 of the Government Code, which is California's ADU law and which also regulates JADUs, as defined by section 66313. Therefore, the adoption of the proposed ordinance is statutorily exempt from CEQA in that it implements state ADU law

**Public Notice**

Notice of the public hearing was published in the Press Telegram on January 30, 2025 in accordance with Government Code section 65090.

**FISCAL IMPACT:**

There will be no direct fiscal impact associated with this code amendment.

**RECOMMENDED COUNCIL ACTION:**

The Planning Commission recommends the City Council waive full reading and introduce, by title only, Ordinance No. 25-963, An Ordinance of the City Council of the City of Artesia, California, Amending Title 9, Chapter 2, Article 45 of the Artesia Municipal Code Relating to Accessory Dwelling Units and Junior Accessory Dwelling Units to Comply with Recent Changes in State Law, and Finding the Action to be Statutorily Exempt from the California Environmental Quality Act (CEQA) Under Public Resources Code Section 21080.17.

**Attachments**

[Ordinance 25-963.pdf](#)

[Ordinance 25-963 - Exhibit A-1](#)

[Planning Commission Resolution No. 2025-01P.pdf](#)



# CITY COUNCIL AGENDA REPORT

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**MEETING DATE:** April 14, 2025

**ITEM NO:** 9H.

**TO:** Mayor and Members of the City Council

**SUBJECT:** Heritage Trees at the Botanical Garden

**FROM:** Leslie Nacionales-Tafoya, Management Analyst

**REVIEWED AND APPROVED BY:**

Melissa Burke, Deputy City Manager  
HongDao Nguyen, City Attorney  
Abel Avalos, City Manager

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**RECOMMENDATION:**

Staff recommends that City City Council, by motion, approve Resolution 25-3031 to designate 10 trees identified as 49, 51, 52, 53, 54, 55, 56, 57, 58 and 59 located at 11462 178th St. (Artesia Botanical Garden) to be designated as Heritage Trees.

**BACKGROUND:**

The Tree Advisory Board, which consists of the members of the Beautification and Maintenance Commission, at its January 16, 2025 meeting made a recommendation to the City Council to designate 10 trees at the Artesia Botanical Garden Site located at 11462 178th St. as Heritage Trees.

Criteria for heritage tree designation per the Artesia Municipal Code (AMC §7-4.09) is as follows:

- a. Shall be in a condition that the tree can be maintained in the landscape so as not to create an unreasonable risk.
- b. Shall be at least 12 inches in diameter.
- c. Shall have the consent of the property owner. For a tree on City-owned property, the City Manager or designee must consent; and
- d. Shall meet at least one of the following criteria:
  1. Specimen tree of significant habitat value for migratory birds and butterflies.
  2. California native species.
  3. Historical or cultural significance.
  4. A tree that plays an important functional role in the City parks or for City planning and maintenance.

**ANALYSIS:**

Currently, the City is in the design phase of the Artesia Botanical Garden Project. As part of the design process, the City and designer met with Los Angeles County Fire to ensure that the design was in compliance with LA County Code requirements regarding access for emergency vehicles. LA County Fire planning officials told the City that any trees that were encroaching in an access area, would be required to have their tops trimmed to blue sky. However, if the trees were designated heritage trees, they would only be required to be trimmed up to 13 feet from the ground, and could keep the remaining canopy intact.

One of the goals of the Botanical Garden is to preserve the City's existing forest canopy and these 10 trees contribute a significant part of that forest. The trees in question are eligible to be named as Heritage Trees, as they meet AMC §7-4.09 criteria a-c and section 4 of criteria d. For criteria a) each of the ten trees are inspected during their maintenance cycle every four years by West Coast Arborist, the City's Arborist, and were determined that they could be safely maintained otherwise they would be slated for removal. For criteria b) the ten trees meet the 12 foot diameter minimum and criteria c) the City owns the trees and the City Manager's designee (Public Works Manager) brought the ten trees to the Tree Board and now City Council for Heritage Tree designation. For criteria d) (4) the City has determined that the functional role of the trees in the Botanical Garden are to provide shade as well as a beautiful canopy for visitors to enjoy. If the trees, are not designated as heritage trees, their tops would be trimmed and the shade and natural beauty of a mature forest in the Botanical Garden would be limited. There are 10 trees that may be in an access area. Each tree was tagged with an identification number by an arborist. The Tree Board, by a unanimous vote, recommended the 10 trees identified by the arborist to be designated as Heritage Trees. Photographs of each tree and their identification number are attached to this report.

**FISCAL IMPACT:**

There is no fiscal impact to the general fund or to the city's grant funds designated for the Artesia Botanical Garden project by designating the 10 trees as Heritage Trees.

**RECOMMENDED COUNCIL ACTION:**

It is recommended that the City Council by motion, approve Resolution 25-3031 to designate the 10 trees identified as 49, 51, 52, 53, 54, 55, 56, 57, 58 and 59 located at 11462 178th St. (Artesia Botanical Garden) which were approved by the Tree Advisory Board to be designated as Heritage Trees.

**Attachments**

[Resolution No. 25-3031.pdf](#)

[25-3031 Exhibit A.pdf](#)

## RESOLUTION NO. 25-3031

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, DESIGNATING 10 TREES IDENTIFIED BY NUMBER AS 49, 51, 52, 53, 54, 55, 56, 57, 58 AND 59 AT THE ARTESIA BOTANICAL GARDEN SITE LOCATED AT 11462 178 STREET, ARTESIA, CA AS HERITAGE TREES

WHEREAS, the Tree Advisory Board at its January 16, 2025 meeting approved 10 trees at the Artesia Botanical Garden Site located at 11462 178th St. to be designated Heritage Trees;

WHEREAS, criteria for heritage tree designation per AMC §7-4.09 is as follows:

- a) Shall be in a condition that the tree can be maintained in the landscape so as not to create an unreasonable risk.
- b) Shall be at least 12 inches in diameter.
- c) Shall have the consent of the property owner. For a tree on City-owned property, the City Manager or designee must consent; and
- d) Shall meet at least one of the following criteria:
  - (1) Specimen tree of significant habitat value for migratory birds and butterflies.
  - (2) California native species.
  - (3) Historical or cultural significance.
  - (4) A tree that plays an important functional role in the City parks or for City planning and maintenance;

WHEREAS, for AMC §7-4.09 criteria a) each of the ten trees are inspected during their maintenance cycle every four years by West Coast Arborist, the City's Arborist, and were determined that they could be safely maintained otherwise they would be slated for removal;

WHEREAS, AMC §7-4.09 for criteria b) each of the ten trees are at least 12 inches in diameter;

WHEREAS, AMC § 7-4.09 for criteria c) the City owns the trees and the City Manager's designee brought the ten trees to the Tree Board and now City Council for heritage Tree designation;

WHEREAS, the trees in question meet AMC §7-4.09 section 4 of criteria d) because the City has determined that the functional role of the trees in the Botanical Garden are to provide shade as well as foster the existing forestry for visitors to enjoy;

WHEREAS, if the trees, are not designated as heritage trees, their tops could be trimmed and the shade and natural beauty of a mature forest in the Botanical Garden would be limited; and

WHEREAS, the Tree Board, by a unanimous vote, approved and recommended to the City Council the 10 trees identified by the arborist to be designated as Heritage Trees.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ARTESIA, CALIFORNIA, DOES HEREBY FIND, ORDER, AND RESOLVE AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct.

SECTION 2. The 10 trees, as identified in Exhibit "A," attached to this Resolution and incorporated herein by reference, numbered as trees 49, 51, 52, 53, 54, 55, 56, 57, 58 AND 59 at the Artesia Botanical Garden site located at 11462 178 street, Artesia, CA are designated Heritage Trees.

SECTION 3. The City Clerk shall certify to the passage and adoption of this Resolution.

PASSED, APPROVED, and ADOPTED this 14<sup>th</sup> day of April, 2025.

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ALI TAJ, MAYOR

ATTEST:

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JENNIFER ALDERETE, CITY CLERK

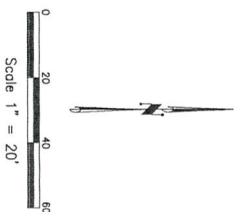
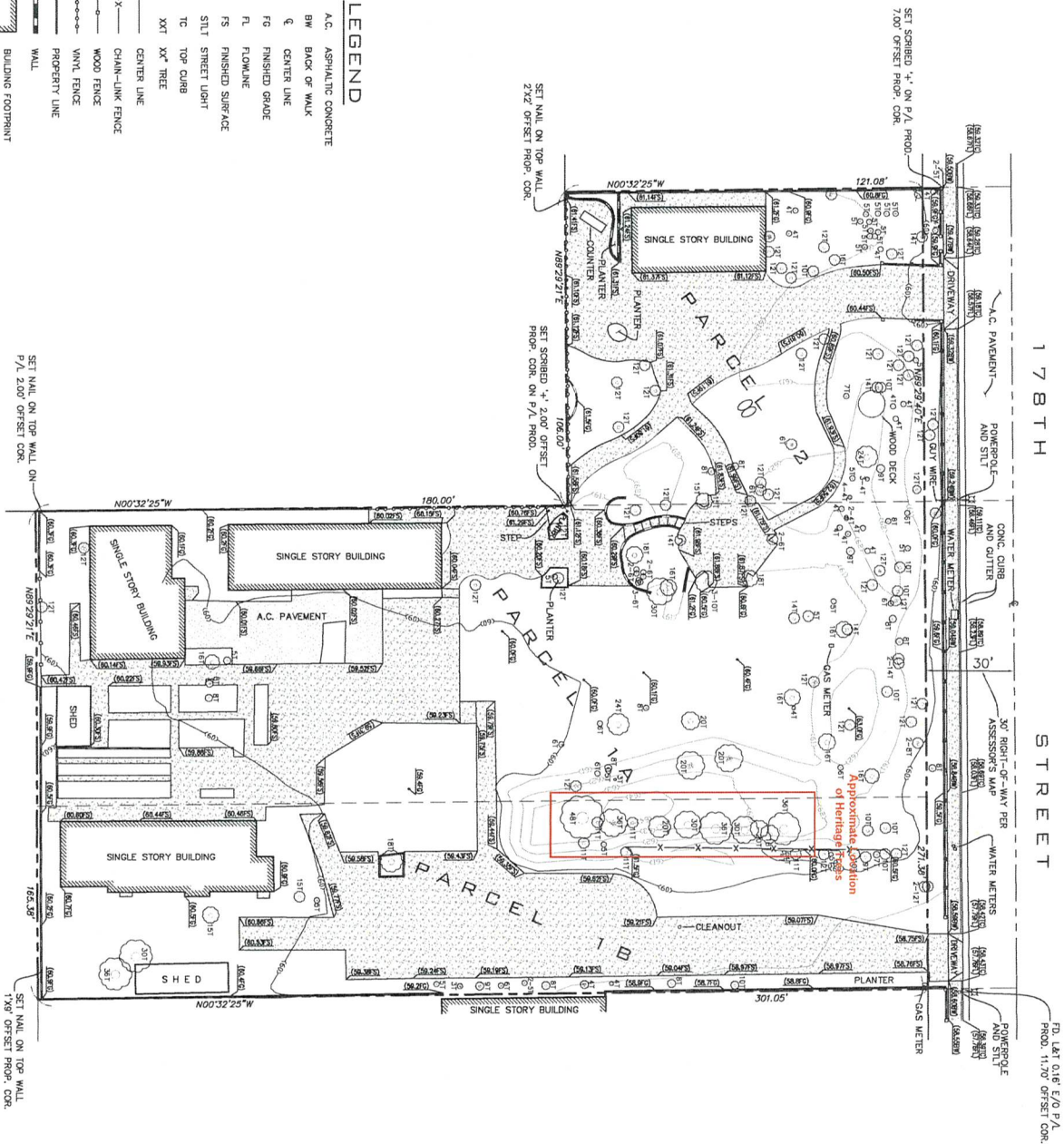
APPROVED AS TO FORM:

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BEST, BEST & KRIEGER, CITY ATTORNEY

# TOPOGRAPHICAL SURVEY

Tree No.	Inventory ID	Common Name	Botanical Name	DBH	Actual DBH	Height	Recommended	Latitude	Longitude	Parkway	Actual Height	Primary ID	Status	Tree Condition
49	12984065	COOK PINE	Araucaria columnaris	13-18	12	60+	Grid/Routine Trim	33.869202360000	-118.088839800000	99	35	2185	Alive	Good
51	12984067	QUEEN PALM	Syagrus romanzoffianum	07-12	10	30-45	Grid/Routine Trim	33.869311750000	-118.088681900000	99	25	3094	Alive	Good
52	12984068	QUEEN PALM	Syagrus romanzoffianum	07-12	10	30-45	Grid/Routine Trim	33.869242590000	-118.088743400000	99	25	3096	Alive	Good
53	12984069	KING PALM	Archontophoenix cunninghamiana	07-12	7	15-30	Grid/Routine Trim	33.869224400000	-118.088721600000	99	20	1340	Alive	Good
54	12984070	QUEEN PALM	Syagrus romanzoffianum	07-12	8	30-45	Grid/Routine Trim	33.869210690000	-118.088718900000	99	25	3103	Alive	Good
55	12984071	QUEEN PALM	Syagrus romanzoffianum	07-12	8	30-45	Grid/Routine Trim	33.869224770000	-118.088737700000	99	25	1125	Alive	Good
56	12984072	QUEEN PALM	Syagrus romanzoffianum	07-12	9	30-45	Grid/Routine Trim	33.869217080000	-118.088701900000	99	25	1904	Alive	Good
57	12984073	FERN PINE	Afroparpus falcatus	13-18	11	30-45	Grid/Routine Trim	33.869194350000	-118.088704700000	99	30	3101	Alive	Good
58	12984074	QUEEN PALM	Syagrus romanzoffianum	07-12	9	30-45	Grid/Routine Trim	33.869243980000	-118.088641900000	99	25	192	Alive	Good
59	12984075	MEXICAN FAN PALM	Washingtonia robusta	13-18	14	45-60	Grid/Routine Trim	33.869250400000	-118.088617200000	99	0	183	Alive	Good



DATE	REVISIONS	PREPARED BY:	PROJECT	JOB NO. 574
09-09-24	ADD ALL EXISTING TREES	THOMOTH KOH CALIFORNIA LICENSED LAND SURVEYOR - LICENSE NO. 15 8649 PHONE (925)837-7111 FAX (925)837-7101 THOMOTH@GMAIL.COM	CITY OF ARTESIA 118747 CLARKDALE AVENUE ARTESIA, CA 90701	SCALE 1"=20'
			TOPO SURVEY	DATE: 11-12-24
			11865211 3004 178TH ST/ETREET ARTESIA, CA 90701	SHEET 1 OF 1



# CITY COUNCIL AGENDA REPORT

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**MEETING DATE:** April 14, 2025

**ITEM NO:** 9I.

**TO:** Mayor and Members of the City Council

**SUBJECT:** Third Amendment to the Transportation Services Agreement to Provide Extended Electric Bus Service

**FROM:** Karen Lee, Special Projects Manager

**REVIEWED AND APPROVED BY:**

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

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**RECOMMENDATION:**

Staff recommend that the City Council, approve, and authorize the City Manager to execute on the City Council's behalf, the Third Amendment to the Transportation Services Agreement between the City of Artesia and PCAM, LLC dba Parking Company of America to operate and maintain the City's electric bus.

**BACKGROUND:**

The City entered into a Transportation Services Agreement (the Agreement) with PCAM, LLC dba Parking Company of America (the Contractor) to operate and maintain the City's electric bus on December 15, 2020. The Agreement was then amended by the City Council on November 14, 2022. The approved first amendment set the total term for four years (December 2020 to December 2024), set new hourly rates, and set a not to exceed amount of \$483,689 for the four-year term. The Council approved a second amendment on November 13, 2023, that increased the number of service days, accommodated the coinciding increase to the not to exceed amount, extended the contract end date to June 30, 2025, and added contract modifications to streamline administrative tasks.

**ANALYSIS:**

The second amendment includes a clause where the City can exercise the option to extend the Agreement for one (1) additional two (2) year period by giving written notice to the Contractor not less than 30 days prior to the term's expiration date of June 30, 2025. Staff recommends exercising its option to extend the agreement to June 30, 2027, and to increase the contract amount to cover the corresponding extended term. Bus ridership continues to increase over the previous year, and the Contractor continues to meet the Agreement's service requirements.

**FISCAL IMPACT:**

There is no fiscal impact to the General Fund associated with approving the proposed third amendment. Local Return funds from Proposition A, which are restricted for community transportation programs, will entirely fund the cost to provide fixed route service.



The proposed third amendment includes an increase to the contract of \$545,000 for the additional two year extension. This brings the total not to exceed for the six and a half year term to \$1,290,000. Listed below are the hourly rates for each year:

Service Dates	Hourly Rate	Not to Exceed Amount
December 15, 2020 – December 14, 2021	\$100.27	\$62,905
December 15, 2021 – December 14, 2022	\$101.62	\$135,265
December 15, 2022 – December 14, 2023	\$104.67	\$175,634
December 15, 2023 – December 14, 2024	\$107.81	\$240,711
December 15, 2024 – June 30, 2025	\$111.04	\$151,583
July 1, 2025 – June 30, 2026	\$114.38	\$258,123
July 1, 2026 – June 30, 2027	\$117.81	\$265,779

The presented hourly rates reflect all required labor, services, equipment, and materials to perform the services requested in the designated period.

**RECOMMENDED COUNCIL ACTION:**

Approve and authorize the City Manager to execute on the City Council's behalf, the Third Amendment to the Transportation Services Agreement between the City of Artesia and PCAM, LLC dba Parking Company of America to operate and maintain the City's electric bus.

**Attachments**

[Third Amendment to Transportation Agreement.pdf](#)



## **THIRD AMENDMENT TO TRANSPORTATION SERVICES AGREEMENT**

### **1. PARTIES AND DATE.**

This Third Amendment to the Agreement for operations and maintenance Services ("Third Amendment") is entered into on April 14, 2025, by and between the City of Artesia hereinafter referred to as the "City") and PCAM, LLC dba Parking Company of America, a limited liability company (hereinafter referred to as the "Contractor"). City and Contractor are sometimes collectively referred to herein as the "Parties."

### **2. RECITALS.**

2.1 Agreement. The Parties entered the Transportation Services Agreement dated December 15, 2020 ("Agreement")

2.2 First Amendment. The Parties entered into a First Amendment dated November 14, 2022, in order to extend the term, increase the total compensation and clarify certain terms under the Agreement ("First Amendment").

2.3 Second Amendment. The Parties entered into a Second Agreement dated November 13, 2023, in order to extend the term, increase the total compensation under the Agreement, and revise additional provisions of the Agreement ("Second Amendment").

2.4 Third Amendment. The Parties now desire to amend the Agreement in order to extend the term and increase the total compensation under the Agreement.

### **3. TERMS.**

3.1 Contract Sum. Section 2.1 "Contract Sum" of the Agreement is amended in its entirety and restated to read as follows:

"The City will compensate the Contractor for the services on a monthly basis for each year service is provided under this Agreement at the rates set forth in Exhibit "B," attached hereto and incorporated by reference. The total compensation shall not exceed **One Million Two Hundred Ninety Thousand Dollars** (\$1,290,000) over the Term of the Agreement without written approval of the City Council or City Manager, as applicable. Extra Work may be authorized, 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."

3.2 Term. Section 3.3 "Term" if the Agreement is amended in its entirety and restated to read as follows:

"The term of this Agreement shall be from December 15, 2020 to June 30, 2027, unless earlier terminated in accordance with Article 6 of this Agreement. The Contractor shall complete the Services within the term of this Agreement."

3.3 Compensation. Section I of Exhibit "B" of the Agreement is amended in its entirety and restated to read as follows:

"The City will compensate the Contractor for the services on a monthly basis for each

year service is provided.

Service Period	Dates	Hourly Rate
Year 1	December 15, 2020-December 14, 2021	\$100.27
Year 2	December 15, 2021-December 14, 2022	\$101.62
Year 3	December 15, 2022 – December 14, 2023	\$104.67
Year 4	December 15, 2023 – December 14, 2024	\$107.81
Year 5	December 15, 2024 – June 30, 2025	\$111.04
Year 6	July 1, 2025-June 30, 2026	\$114.38
Year 7	July 1, 2026-June 30, 2027	\$117.81

3.4 Remaining Provisions of Agreement. Except as otherwise specifically set forth in this Third Amendment, the remaining provisions of the Agreement shall remain in full force and effect.

*[Signatures on following page]*

**SIGNATURE PAGE TO THIRD AMENDMENT BETWEEN CITY OF ARTESIA AND  
PCAM, LLC FOR TRANSPORTATION SERVICES.**

IN WITNESS WHEREOF, the Parties have entered into this Agreement as of the 14<sup>th</sup> day of April 2025.

CITY OF ARTESIA

**PCAM, LLC.**

By: \_\_\_\_\_  
ABEL AVALOS  
City Manager

By: \_\_\_\_\_

Its: \_\_\_\_\_

Printed Name: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
City Clerk

By: \_\_\_\_\_

Its: \_\_\_\_\_

Printed Name: \_\_\_\_\_

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Best Best & Krieger LLP  
City Attorney