

AGENDA

**Regular Meeting of the Bradbury City Council
To be held on Tuesday, March 21, 2023
Closed Session Immediately Following
at the Bradbury Civic Center
600 Winston Avenue, Bradbury, CA 91008**

In accordance with California law, the City of Bradbury is allowing the public to participate in this City Council meeting by means of a Zoom video or telephone call. You will be able to hear the entire proceedings (other than the Closed Session) and to speak during Public Comment, Public Hearing, and other authorized times. Members of the public must maintain silence and mute their microphones and telephones except during those times. The Zoom information is <https://us02web.zoom.us/j/8591600704>, One tap mobile +16694449171,, 8591600704 #, or dial (669) 900-9128 and enter code 859 160 0704 #.

OPEN SESSION 7:00 PM

Each item on the agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Items listed as "For Information" or "For Discussion" may also be subject of an "action" taken by the Board or a Committee at the same meeting.

CALL TO ORDER/PLEDGE OF ALLEGIANCE

ROLL CALL: Mayor Lathrop, Mayor Pro-Tem Barakat, Councilmembers Hale, Lewis and Bruny

APPROVAL OF THE AGENDA: Majority vote of City Council to proceed with City Business

DISCLOSURE OF ITEMS REQUIRED BY GOVERNMENT CODE SECTION 1090 & 81000 ET. SEQ.

PUBLIC COMMENT

Anyone wishing to address the City Council on any matter that is not on the agenda for a public hearing may do so at this time. Please state your name and address clearly for the record and limit your remarks to five minutes.

Please note that while the City Council values your comments, the City Council cannot respond nor take action until such time as the matter may appear on a forthcoming agenda.

Routine requests for action should be referred to City staff during normal business hours, 8:30 am - 5:00 pm, Monday through Friday, at (626) 358-3218.

The City of Bradbury will gladly accommodate disabled persons wishing to communicate at a City public meeting. If you require special assistance to participate in this meeting, please call the City Manager's Office at (626) 358-3218 at least 48 hours prior to the scheduled meeting.

ACTION ITEMS*

1. CONSENT CALENDAR

All items on the Consent Calendar are considered by the City Council to be routine and will be enacted by one motion unless a Council Member request otherwise, in which case the item will be removed and considered by separate action. All Resolutions and Ordinances for Second Reading on the Consent Calendar, the motion will be deemed to be "to waive the reading and adopt."

- A. Minutes: Regular Meeting of February 21, 2023
- B. Resolution No. 23-03: Demands & Warrants for March 2023
- C. Monthly Investment Report for the month of February 2023

2. Presentation – Los Angeles County Fire Department

The Los Angeles County Fire Department will be making a presentation on the update to their Brush Clearance Inspection Program. Due to changes in regulations, State legislation and in the Department's GIS/mapping, the number of inspections in the City increases approximately from 139 annually to now 737. Other changes include a new Zone 0 and increases to brush inspection fees.

3. Discussion on Offering Virtual Attendance During Public Meetings

Per Council's request during the February meeting, this report discusses the use of Zoom for public meetings. It is recommended that the City Council direct Staff on how to proceed with offering virtual attendance as an option for public meetings or to remove it completely.

4. Matters from the City Manager

5. Matters from the City Attorney

6. Matters from the City Council

Mayor Lathrop

*League of California Cities
Duarte Education Foundation
Director of Bradbury Disaster Committee
Area "D" Office of Disaster Management*

Mayor Pro-Tem Barakat

*LA County Sanitation Districts
San Gabriel Valley Council of Governments (SGVCOG)
San Gabriel Valley Mosquito & Vector Control District
Foothill Transit*

Councilmember Hale

Councilmember Lewis

Councilmember Bruny

Duarte Community Education Council (CEC)

7. ITEMS FOR FUTURE AGENDAS

CLOSED SESSION

CALL TO ORDER/ROLL CALL

PUBLIC COMMENT – REGARDING CLOSED SESSION ONLY

RECESS TO CLOSED SESSION REGARDING:

- A. Conference with Legal Counsel – Pending Litigation**
Pending Litigation pursuant to Government Code sec. 54956.9, (d)(1)
City of Bradbury v. Penney Family Trust - L.A. Superior Court Case No. 22AHCP00517
- B. Conference with Legal Counsel – Pending Litigation**
Pending Litigation pursuant to Government Code sec. 54956.9, (d)(1)
City of Bradbury v. Zhongying USA Inc. – L.A. Superior Court Case No. 19GDCP00356
- C. Conference with Legal Counsel – Pending Litigation**
Pending Litigation pursuant to Government Code sec. 54956.9, (d)(1)
Grow Monrovia v. City of Bradbury - L.A. Superior Court Case No. 23STCP00128
- D. Conference with Legal Counsel – Pending Litigation**
Pending Litigation pursuant to Government Code sec. 54956.9, (a)
LAFCO Annexation No. 2021-10 to the City of Bradbury

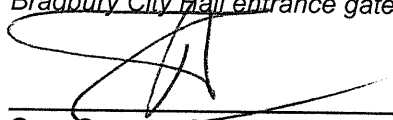
REPORT FROM CLOSED SESSION

ADJOURNMENT

The City Council will adjourn to a Regular Meeting at the Bradbury Civic Center, 600 Winston Ave., Bradbury, CA 91008 on Tuesday, April 18, 2023 at 7:00 p.m.

* **ACTION ITEMS** Regardless of a staff recommendation on any agenda item, the City Council will consider such matters, including action to approve, conditionally approve, reject or continue such item. Further information on each item may be procured from City Hall.

"I, Diane Jensen, Assistant City Clerk, hereby certify that I caused this agenda to be posted at the Bradbury City Hall entrance gate on Friday, March 17, 2023 at 5:00 p.m."



CITY CLERK - CITY OF BRADBURY

REGULAR MEETING

MINUTES

Regular Meeting of the City of Bradbury City Council
Tuesday, February 21, 2023
Bradbury Civic Center
600 Winson Street, Bradbury, CA 91008

CALIFORNIA GOVERNMENT CODE SECTION 54953(e)(1): *Pursuant to California Government Code Section 54953(e)(1), the City is allowing Councilmembers, Staff and the public to participate in this meeting by means of a Zoom video or telephone call. Participants will be able to hear the entire proceedings and be able to speak during Public Comment, Public Hearing, and other authorized times. Members of the public must maintain silence and mute their microphones and telephones except during those times.*

CALL TO ORDER – The Regular Meeting of the City Council of the City of Bradbury was called to order by Mayor Lathrop at 7:13pm followed by the Pledge of Allegiance.

ROLL CALL -

PRESENT: Mayor Lathrop, Mayor Pro-Tem Barakat, Councilmembers Hale, Lewis and Bruny.
ABSENT: None
STAFF: City Manager Kearney, City Attorney Reisman, City Clerk Saldana, Management Analyst Musa. Assistant City Clerk Jensen.

APPROVAL OF AGENDA: Councilmember Lewis made a motion to approve the agenda to proceed with City business. Mayor Pro-Tem Barakat seconded the motion. It was the consensus of the Council to proceed with City of Bradbury business.

DISCLOSURE OF ITEMS REQUIRED BY GOVERNMENT CODE SECTION 1090 & 81000 ET. SEQ. – In compliance with the California Political Reform Act, each City Councilmembers has the responsibility to disclose direct or indirect potential for a personal financial impact as a result of participation in the decision-making process concerning agenda items.

City Attorney Reisman stated there were no disclosures; however, Councilmember Bruny stated she was a former patient of the doctor/owner of 1550 Lemon Avenue. Due to this relationship being a former relationship, Attorney Reisman concluded there was no legal reason to abstain.

PUBLIC COMMENT ON ANYTHING NOT ON THE AGENDA: - Resident Serena Burnett of 44 Woodlyn Lane inquired if the City of Bradbury could obtain a grant to maintain the Royal Oaks Drive North Trail. She stated the City of Duarte obtained such a grant for one of their trails and asked the City of Bradbury to look into this.

Congresswoman Grace Napolitano, 32nd District introduced herself to the City Council. Her Field Representative, Carrie Lam, was also present.

ACTION ITEMS*

1. CONSENT CALENDAR APPROVAL

- A. Minutes: Adjourned Regular Meeting of December 13, 2022
- B. Resolution No. 23-01: Demands & Warrants for January 2023
- C. Resolution No. 23-02: Demands & Warrants for February 2023
- D. Monthly Investment Report for the month of December 2022
- E. Monthly Investment Report for the month of January 2023
- F. Planning Commissioner Appointment – District 2

It was moved to approve the Consent Calendar by Councilmember Hale, seconded by Mayor Pro-Tem Barakat and carried on a roll call.

AYES: Mayor Lathrop, Mayor Pro-Tem Barakat, Councilmembers Hale, Lewis and Bruny.

NOES: None.

ABSENT: None.

Motion passed 5:0

2. APPROVAL OF COSTS, PLANS, AND CONTRACT SPECIFICATIONS FOR THE LEMON AVENUE TRAIL PROJECT

It is recommended that the City Council approve the plans and authorize the City Engineer to advertise to receive formal bids for the Lemon Avenue Trail Project.

David Gilbertson, City Engineer, made a presentation about the history of the Lemon Trail Project which included current construction status and costs.

Public Comment from Residents Concerning the Project.

Waleed Shindy	1550 Lemon Avenue
Judith Selby	1442 Lemon Avenue
Dan Hyde	1462 Lemon Avenue
Richard San Luis	1422 Lemon Avenue
Jordan Boldt	1456 Lemon Avenue
Meredith Don	1512 Lemon Avenue

MOTION TO APPROVE LEMON AVENUE TRAIL PROJECT: Councilmember Hale made a motion to approve the Lemon Avenue Trail project and Councilmember Lewis seconded the motion.

AYES: Mayor Lathrop, Mayor Pro-Tem Barakat, Councilmembers Hale, Lewis and Bruny.

NOES: None.

ABSENT: None.

Motion passed 5:0

3. DISCUSSION OF BRADBURY NIGHT OUT:

Open discussion to dialogue about the upcoming annual Bradbury Night Out calendared for Thursday, July 27, 2023. No formal Staff recommendations.

Feedback from last year's event was about vendors, food and parking. City Manager Kearney expounded on last year's critiques and suggested solutions which will be discussed at a later meeting.

4. MATTERS FROM THE CITY MANAGER:

CPR Training Course on-site City Hall.

City Manager Kearney announced the Public Safety Committee CPR training from 5:00pm-7:15pm Tuesday, April 4th at City Hall. Training will be hybrid format with half online and half on-site. Sign-ups are required.

5. MATTERS FROM THE CITY ATTORNEY:

City Attorney Reisman will speak during Closed Session.

6. MATTERS FROM THE CITY COUNCIL:

Mayor Lathrop:	Nothing to report.
Mayor Pro-Tem Barakat:	Nothing to report
Councilmember Hale:	Lots of sewer activity occurring in the Estates CSD.
Councilmember Lewis:	Staff to follow up with Cal Am Water on repairs for El Cielo Lane.
Councilmember Bruny:	Nothing to report

7. ITEMS FOR FUTURE AGENDAS:

Discussion on Zoom participation for future Public Meetings.

CLOSED SESSION

RECESS TO CLOSED SESSION:

1. Conference with Legal Counsel – Pending Litigation

Pending Litigation pursuant to Government Code sec. 54956.9, (d)(1) - *City of Bradbury v. Penney Family Trust* - L.A. Superior Court Case No. 22AHCP00517

2. Conference with Legal Counsel – Pending Litigation

Pending Litigation pursuant to Government Code sec. 54956.9, (d)(1) - *City of Bradbury v. Zhongying USA Inc.* – L.A. Superior Court Case No. 19GDGP00356

3. Conference with Legal Counsel – Pending Litigation

Pending Litigation pursuant to Government Code sec. 54956.9, (d)(1) – *Grow Monrovia v. City of Bradbury* - L.A. Superior Court Case No. 23STCP00128

REPORT FROM CLOSED SESSION:

Pending Litigation - City of Bradbury v. Penney Family Trust

It was decided to move forward and sign a settlement agreement.

Pending Litigation - City of Bradbury v. Zhongying USA Inc

Discussion was informational only; No votes were taken

Pending Litigation - Grow Monrovia v. City of Bradbury

Discussion was informational only; No votes were taken

ADJOURNMENT

At 8:40 pm, the City Council adjourned to a Regular meeting at the Bradbury Civic Center, 600 Winston Street, Bradbury, CA 91008 on Tuesday, March 21st 2023 at 7:00pm.

SIGNED BY:

MAYOR – CITY OF BRADBURY

DATE

ATTEST:

ASST CITY CLERK – CITY OF BRADBURY

DATE

RESOLUTION NO. 23-03**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, APPROVING DEMANDS AND WARRANTS NO. 17351 THROUGH NO. 17363 (PRE-RELEASED CHECKS) AND DEMANDS AND WARRANTS NO. 17364 THROUGH NO. 17388 (REGULAR CHECKS)**

The City Council of the City of Bradbury does hereby resolve as follows:

Section 1. That the demands as set forth hereinafter are approved and warrants authorized to be drawn for payment from said demands in the amount of \$2,655.76 (pre-released Checks) and \$109,447.60 at March 21, 2023 from the General Checking Account

PRE-RELEASED CHECKS (due before City Council Meeting):

<u>Check #</u>	<u>Vendor & Due Date</u>	<u>Description</u>	<u>Amount</u>	
17351	Delta Dental 03.01.2023	<u>Dental Insurance:</u>		
		City Manager (family)	\$131.43	
		Acct. 101-12-5100		
		City Clerk	\$42.88	
		Acct. 101-13-5100		
		Assistant City Clerk	\$42.88	
17352	Vision Service Plan 03.01.2023	Acct. 101-13-5100		
		Management Analyst	<u>\$42.88</u>	\$260.07
		Acct. 101-16-5100		
		<u>Vision Insurance:</u>		
		City Manager (family)	\$61.07	
		Acct. 101-12-5100		
17353	The Standard 03.01.2023	City Clerk	\$23.66	
		Acct. 101-13-5100		
		Assistant City Clerk (Feb & Mar)	\$47.32	
		Acct. 101-13-5100		
		Management Analyst	<u>\$23.66</u>	\$155.71
		Acct. 101-13-5100		
17354	Lira's Mechanical, Inc. 01.24.23 02.01.23	<u>Basic Life and AD&D:</u>		
		City Manager	\$9.25	
		Acct. 101-12-5100		
		City Clerk	\$9.25	
		Acct. 101-13-5100		
		Assistant City Clerk	\$9.25	
17355	COIT 02.14.23	Acct. 101-13-5100		
		Management Analyst	<u>\$9.25</u>	\$37.00
		Acct. 101-13-5100		
17354	Lira's Mechanical, Inc. 01.24.23 02.01.23	Heater Condensate Pan		
		City Hall HVAC Service Calls:	\$421.38	
		Air Filter Replacement	<u>\$525.00</u>	\$942.38
17355	COIT 02.14.23	Acct. 101-16-6470		
		Carpet Cleaning at City Hall		\$275.00
17355	COIT 02.14.23	Acct. 101-16-6460		

<u>Check #</u>	<u>Vendor & Due Date</u>	<u>Description</u>	<u>Total Amount</u>
17356	Charter Communications 03.12.2023	Spectrum Enterprise Internet <i>Acct. 101-16-6230</i>	\$169.98
17357	Southern Calif. Edison 03.14.2023	Service Address: 2298 Gardi Street <i>Acct. 200-48.6400</i>	\$39.75
17358	Southern Calif. Edison 03.14.2023	Service Address: 600 Winston (CH) <i>Acct. 101-16-6400</i>	\$276.06
17359	The Gas Company 03.16.2023	City Hall Utilities <i>Acct. 101-16-6400</i>	\$184.59
17360	Staples 03.15.2023	Office Supplies <i>Acct. 101-16-6200</i>	\$94.75
		Tech Supplies <i>Acct. 101-16-6200</i>	<u>\$40.97</u> \$135.72
17361	Frontier 03.18.2023	Fire Alarm Line <i>Acct. 101-23-7420</i>	\$112.50
17362	T-Mobile 03.18.2023	Mobile Business Internet (Hot Spot) <i>Acct. 113-20-8120</i>	\$32.00
17363	SGVCMA 03.10.2023	San Gabriel Valley City Managers' Assoc CM Lunch Meeting on March 15, 2023 <i>Acct. 101-16-6020</i>	\$35.00

Total Pre-Released Checks **\$2,655.76**

REGULAR CHECKS

<u>Check</u>	<u>Vendor & Invoice Date</u>	<u>Description</u>	<u>Amount</u>
17364	City of Arcadia 03.01.2023	Rio Honda San Gabriel River Water Quality Group Coordinated Integrated Monitoring Program FY 22-23 <i>Acct. 213-42-7630</i>	\$47,537.12
17365	Cal Am Water 03.06.2023	<u>Service Address:</u> 600 Winston Ave (City Hall) <i>Acct. 101-16-6400</i>	\$399.85
17366	Consensus Cloud Solutions 02.28.2023	Monthly eFax Bill March 2023 <i>Acct. 101-16-6230</i>	\$10.00
17367	Jones & Mayer 02.28.2023	February Retainer <i>Acct. 101-15-7020</i> 243 Barranca Road <i>Acct. 101-15-7070</i> Grow Monrovia <i>Acct. 101-15-7070</i> Penney Receivership <i>Acct. 101-15-7070</i> Zoning/General Plan <i>Acct. 101-15-7075</i>	\$2,900.00 \$2,840.00 9,432.50 \$1,393.56 <u>\$632.50</u>
			\$17,198.56
17368	Kevin Kearney March 2023	Monthly Cell Phone Allowance <i>Acct. 101-12-6440</i>	\$75.00
17369	Kevin Kearney 03.13.2023	Mileage Reimbursement <i>Acct. 101-12-6050</i>	\$120.63
17370	Kevin Kearney 03.13.2023	Mileage Reimbursement <i>Acct. 101-12-6050</i>	\$280.54
17371	City of Monrovia 01.23.2023	Bradbury Transportation Services February 2023 <i>Acct. 204-40-7325 (Prop C)</i>	\$704.07
17372	Pasadena Humane Society 02.28.2023	Animal Control Services Feb 2023 <i>Acct. 101-25-7000</i>	\$982.80
17373	Post Alarm Services 03.13.2023	City Hall Alarm for March 2023 <i>Acct. 101-23-7420</i>	\$132.92

17374	Priority Landscape Services 03.01.2023	<u>March 2023 Landscape Services:</u> Bradbury Civic Center <i>Acct. 101-21-7020</i> Royal Oaks Drive North <i>Acct. 101-21-7015</i> Mount Olive Drive <i>Acct. 101-21-7035</i> Lemon Trail <i>Acct. 101-21-7045</i>	\$232.01 \$446.16 \$597.33 <u>\$156.32</u>	\$1,431.82
17375	Priority Landscape Services 01.25.2023	Tree Planting on trail <i>Acct. 101-21-7025</i>		\$485.00
17376	So. Calif. News Group 02.28.2023	Housing Element CEQA Pasadena Star News <i>Acct. 101-20-7245</i>		\$612.96
17377	Revize, LLC 03.02.2023	Annual Hosting & Maintenance 2023 COB Website <i>Acct. 113-20-7730</i>		\$1,800.00
17378	Southern Calif. Edison 03.01.2023	Street Lights <i>Acct. 200-48-6410</i>		\$1,085.52
17379	Shaffer Awards 03.06.2023	Planning Commissioner Name Plates x 2 <i>Acct. 101.16.6200</i>		\$48.40
17380	LA County Sheriff Dept. 02.10.2023	Law Enforcement Jan 2023 <i>Acct. 101-23-7410</i>		\$10,729.52
17381	Suresh Malkani Feb 2023	Finance Director Services 23.5 hours @ \$86.80/hour <i>Acct. 101-14-5010</i>		\$2,025.70
17382	TeamLogic IT 03.13.2023	Computer Services <i>Acct. 101-16-6230</i>		\$690.00
17383	Urban Graffiti Enterprises 02.28.2023	Graffiti Removal Royal Oaks Trail <i>Acct. 101-23-7450</i>		\$180.00
17384	US Bank 03.14.2023	Custody Charges for Feb 2023 Safekeeping Fees <i>Acct. 101-14-7010</i>		\$33.00

17385	U.S. Bank Corporate Payment Systems 02.23.2023	<u>City of Bradbury Visa Card</u> CM Kevin Kearney Visa Card <u>\$1,390.95</u> Panera Bread-Supervisor Breakfast <i>Acct 101-11-6100</i> \$223.30 Zoom Virtual Meetings <i>Acct 113-20-8120</i> \$49.00 Amazon Adobe Acrobat <i>Acct 113-20-8120</i> \$538.79 Westin Hotel CM conference <i>Acct 101-12-6020</i> \$540.86 Find ID Search <i>Acct 113-20-8120</i> \$39.00 MA Sophia Musa Visa Card <u>\$255.36</u> Amazon OSHA guidelines poster <i>Acct 101-16-6200</i> \$31.70 AMZ Keyboard, Headset, paper cutter <i>Acct 101-16-6200</i> \$192.70 AMZ return Keyboard, Headset <i>Acct 101-16-6200</i> (168.62) Trader Joe's snack safety mtg <i>Acct 101-24-6020</i> \$11.06 Broadvoice CH Telephone <i>Acct 101-16-6440</i> \$188.52 CC Claudia Saldana Visa Card <u>\$133.20</u> Dollar Tree-supplies Supervisor Breakfast <i>Acct 101-11-6100</i> \$37.06 Dollar Tree Supplies Supervisor Breakfast <i>Acct 101-11-6100</i> \$5.48 Ralph's Breakfast OJ, Creamer, Supervisor Breakfast <i>Acct 101-16-6450</i> \$13.81 Smart and Final-trash bags, T.P. <i>Acct 101-16-6450</i> \$52.89 Dollar Tree BD Card M. Handler <i>Acct 101-16-6450</i> \$2.48 Smart and Final Paper Towels <i>Acct 101-16-6450</i> \$21.48 Total (all 3 Visa Cards) \$1,779.71	
17386	VCA Code Group 03.13.2023	Building & Safety/Plan Check Jan 1 thru Jan 31, 2023 <i>Acct. 101-20-7220</i>	\$1,513.18
17387	Veronica Tam 08.22.2022	Bradbury Housing Element Notice for Negative Declarations, <i>Acct. 101-20-7245</i>	\$18,668.80
17388	Trojan Carpet Care 03.16.2023	City Hall Office Chairs cleaned <i>Acct. 101-16-6460</i>	\$922.50

MARCH 2023 PAYROLL:

ACH	Kevin Kearney Mar 2023	Salary: City Manager <i>Acct. 101-12-5010</i>	\$12,500.00	
		Withholdings <i>Acct. 101-00-2011</i>	<u>(2966.26)</u>	\$9,533.74
ACH	Claudia Saldana Mar 2023	Salary: City Clerk <i>Acct. 101-13-5010</i>	\$6,057.92	
		Withholdings <i>Acct. 101-00-2011</i>	<u>(1,556.16)</u>	\$4,501.76
ACH	Diane Jensen Mar 2023	Salary: Asst. City Clerk <i>Acct. 101-13-5010</i>	\$5,833.33	
		Withholdings <i>Acct. 101-00-2011</i>	<u>(1,446.72)</u>	\$4,386.61
ACH	Sophia Musa Mar 2023	Salary: Management Analyst <i>Acct. 101-16-5010</i>	\$5,027.58	
		Withholdings <i>Acct. 101-00-2011</i>	(854.78)	
		PERS Employee Share <i>Acct. 101-16-5100</i>	<u>(339.36)</u>	\$3,833.44
Total Payroll				\$22,255.55

ELECTRONIC FUND TRANSFER (EFT) PAYMENTS FOR MARCH 2023:

EFT	Aetna Mar 2023	<u>Health Insurance for Mar 2023:</u> City Manager <i>Acct. 101-12-5100</i> City Clerk <i>Acct. 101-13-5100</i> Assistant City Clerk <i>Acct. 101-13-5100</i> Management Analyst <i>Acct. 101-16-5100</i>	\$1,784.23 \$975.10 \$954.49 <u>\$1,071.75</u>	 \$4,785.57
EFT	EDD Mar 2023	State Tax Withholdings SDI <i>Acct. 101-00-2011</i>	\$1,231.85 <u>\$264.77</u>	 \$1,496.62
EFT	Dept. of Treasury Internal Revenue Service Mar 2023	Federal Tax Withholdings Social Security Medicare (Employee's portion of Social Security and Medicare is matched by the City) <i>Acct. 101-00-2011</i>	\$3,076.76 \$3,647.94 <u>\$853.14</u>	 \$7,577.84
EFT	California PERS Mar 2023	City Manager <i>Acct. 101-12-5100</i> City Clerk <i>Acct. 101-13-5100</i> Management Analyst <i>Acct. 101-16-5100</i>	\$1,944.42 \$937.52 <u>\$714.92</u>	 \$3,596.86

MAYOR – CITY OF BRADBURY**ATTEST:**

"I, Diane Jensen, Assistant City Clerk, hereby certify that the foregoing Resolution, being Resolution No. 23-03, was duly adopted by the City Council of the City of Bradbury, California, at a regular meeting held on the 21st day of March, 2023 by the following roll call vote:"

AYES:

NOES:

ABSENT:

ASSISTANT CITY CLERK – CITY OF BRADBURY



Remit payment and make checks payable to:
STAPLES CREDIT PLAN
DEPT. 11 - 0005337241
PO BOX 9001036
LOUISVILLE, KY 40290-1036

INVOICE DETAIL

see Ck # 17360

BILL TO:
Acct: 6011 1000 5337 241
CITY OF BRADBURY

SHIP TO:
CLAUDIA SALDANA
CITY OF BRADBURY
600 WINSTON ST
BRADBURY CA 91008

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$25.72	01/24/23	03/15/23	3214588021
PO:		Store: 100088887, WESTBORO, MA	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
ADAMS 2022 1099NEC TAX FO	24530913	1.0000 EA	\$28.49	\$28.49
COUPONDISCOUNT	558100	1.0000 ST	-\$5.00	-\$5.00

Purchased by: CLAUDIA SALDANA
Order #: 9846441515

SUBTOTAL	\$23.49
TAX	\$2.23
TOTAL	\$25.72

BILL TO:
Acct: 6011 1000 5337 241
CITY OF BRADBURY

SHIP TO:
CLAUDIA SALDANA
CITY OF BRADBURY
600 WINSTON ST
BRADBURY CA 91008

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$27.57	02/03/23	03/15/23	3220897161
PO:		Store: 100088887, WESTBORO, MA	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
QUALITY PARK CLASP MOIST	823285	1.0000 EA	\$20.79	\$20.79
COMMAND POSTER STRIPS VAL	563844	1.0000 EA	\$4.39	\$4.39

Purchased by: CLAUDIA SALDANA
Order #: 9981255356

SUBTOTAL	\$25.18
TAX	\$2.39
TOTAL	\$27.57

BILL TO:
Acct: 6011 1000 5337 241
CITY OF BRADBURY

SHIP TO:
CLAUDIA SALDANA
CITY OF BRADBURY
600 WINSTON ST
BRADBURY CA 91008

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$82.43	02/10/23	03/15/23	3225008791
PO:		Store: 100088887, WESTBORO, MA	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
STAPLES 45 X 53 RECTANGUL	567297	1.0000 EA	\$45.29	\$45.29
LOGITECH MK540 ADVANCED W	2848608	1.0000 EA	\$49.99	\$49.99
COUPONDISCOUNT	558100	1.0000 ST	-\$2.51	-\$2.51
COUPONDISCOUNT	558100	1.0000 ST	-\$5.02	-\$5.02
COUPONDISCOUNT	558100	1.0000 ST	-\$2.49	-\$2.49
COUPONDISCOUNT	558100	1.0000 ST	-\$4.98	-\$4.98
COUPONDISCOUNT	558099	1.0000 ST	-\$2.50	-\$2.50
COUPONDISCOUNT	558100	1.0000 ST	-\$2.50	-\$2.50

Purchased by: CLAUDIA SALDANA
Order #: 9910825264

SUBTOTAL	\$75.28
TAX	\$7.15
TOTAL	\$82.43

401422





U.S. BANCORP SERVICE CENTER
P. O. Box 6343
Fargo, ND 58125-6343

CITY OF BRADBURY

ACCOUNT NUMBER 4246-0446-0277-2711

STATEMENT DATE 02-22-23

TOTAL ACTIVITY \$ 1,390.95

000002127 01 SP 0.600 106481673576835 P

KEVIN KEARNEY
CITY OF BRADBURY
600
WINSTON AVENUE
BRADBURY CA 91008-1123

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

FEB 28 2023

Ch #17385

NEW ACCOUNT ACTIVITY					
POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
01-26	01-26	PANERA BREAD #601149 O 626-351-8272 CA PUR ID: 20934099 TAX: 0.00	24692163026100719204411	5814	223.30
01-30	01-29	ZOOM.US 888-799-9666 WWW.ZOOM.US CA PUR ID: opsntvb87dkx TAX: 0.00	24011343029000041822790	4814	49.00
01-31	01-31	AMZN DIGITAL*7G1EK3ZH3 888-802-3080 WA PUR ID: D01-0347737-11522 TAX: 0.00	24692163031101311870420	5818	538.79
02-13	02-11	WESTIN CARLSBAD RESORT CARLSBAD CA 100436 ARRIVAL: 02-08-23	24692163042109735116756	3513	540.86
02-15	02-14	DRI*ID.MYCOMMERCE.COM MYORD.COM MN PUR ID: 12557902611 TAX: 0.08	24906413045167289363735	5734	39.00

Default Accounting Code:			
CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER 4246-0446-0277-2711		ACCOUNT SUMMARY
	STATEMENT DATE 02-22-23	DISPUTED AMOUNT \$.00	PREVIOUS BALANCE \$.00
SEND BILLING INQUIRIES TO: C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION P.O. BOX 6335 FARGO, ND 58125-6335	AMOUNT DUE \$ 0.00 DO NOT REMIT		PURCHASES & OTHER CHARGES \$1,390.95
			CASH ADVANCES \$.00
			CASH ADVANCE FEE \$.00
			CREDITS \$.00
		TOTAL ACTIVITY	\$1,390.95



U.S. BANCORP SERVICE CENTER
P. O. Box 6343
Fargo, ND 58125-6343

CITY OF BRADBURY

ACCOUNT NUMBER 4246-0446-5320-2600

STATEMENT DATE 02-22-23

TOTAL ACTIVITY \$ 255.36

000002128 01 SP 0.600 106481673576836 P

SOPHIA MUSA
CITY OF BRADBURY
600 WINSTON AVENUE
BRADBURY CA 91008-1123

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

FEB 28 2023

Ch#17385

NEW ACCOUNT ACTIVITY						
POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT	
01-25	01-24	AMZN MKTP US*S97VP7GC3 AMZN.COM/BILL WA PUR ID: 114-4787692-75882 TAX: 2.75	24692163024109754022614	5942	31.70	
01-26	01-26	AMZN MKTP US*N875E0EI3 AMZN.COM/BILL WA PUR ID: 114-1291542-32482 TAX: 16.72	24692163026100794310091	5942	192.70	
02-09	02-09	AMZN MKTP US AMZN.COM/BILL WA PUR ID: 114-1291542-32482 TAX: 14.63	74692163040107897558606	5942	168.62CR	
02-10	02-09	TRADER JOE'S #217 QPS RCHCUCAMONGA CA PUR ID: 202302014758 TAX: 0.00	24493983041191000172923	5411	11.06	
02-15	02-14	BROADVOICE 888-325-5875 CA PUR ID: 4203513832 TAX: 0.00	24453513045017027650840	4814	188.52	

Default Accounting Code:			
CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER 4246-0446-5320-2600		ACCOUNT SUMMARY
	STATEMENT DATE 02-22-23		PREVIOUS BALANCE \$.00
			PURCHASES & OTHER CHARGES \$423.98
SEND BILLING INQUIRIES TO: C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION P.O. BOX 6335 FARGO, ND 58125-6335	AMOUNT DUE \$ 0.00 DO NOT REMIT		CASH ADVANCES \$.00
			CASH ADVANCE FEE \$.00
			CREDITS \$168.62
			TOTAL ACTIVITY \$255.36



U.S. BANCORP SERVICE CENTER
P. O. Box 6343
Fargo, ND 58125-6343

CITY OF BRADBURY

ACCOUNT NUMBER 4246-0470-0126-4883

STATEMENT DATE 02-22-23

TOTAL ACTIVITY \$ 146.65

000002129 01 SP 0.600 106481673576837 P

CLAUDIA A SALDANA
CITY OF BRADBURY
600 WINSTON AVENUE
BRADBURY CA 91008-1123

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

FEB 28 2023

Ch# 17385

NEW ACCOUNT ACTIVITY					
POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
01-25	01-24	DOLLAR TREE PASADENA CA PUR ID: TAX: 3.21	24445003025000724187750	5331	37.06
01-25	01-24	DOLLAR TREE PASADENA CA PUR ID: TAX: 0.48	24445003025000724187834	5331	5.48
01-26	01-25	RALPHS #0730 PASADENA CA PUR ID: TAX: 0.82	24445713025300387786169	5411	27.26
02-06	02-02	SMART AND FINAL 746 DUARTE CA PUR ID: 14903 TAX: 4.92	24231683034837000034446	5411	52.89
02-07	02-06	DOLLAR TREE DUARTE CA PUR ID: TAX: 0.23	24445003038000723779891	5331	2.48
02-15	02-13	SMART AND FINAL 746 DUARTE CA PUR ID: 35301 TAX: 1.99	24231683045837000093464	5411	21.48

Default Accounting Code:			
CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER 4246-0470-0126-4883		ACCOUNT SUMMARY
	STATEMENT DATE 02-22-23	DISPUTED AMOUNT \$.00	PREVIOUS BALANCE \$.00 PURCHASES & OTHER CHARGES \$146.65
SEND BILLING INQUIRIES TO: C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION P.O. BOX 6335 FARGO, ND 58125-6335	AMOUNT DUE \$ 0.00 DO NOT REMIT		CASH ADVANCES \$.00 CASH ADVANCE FEE \$.00 CREDITS \$.00
			TOTAL ACTIVITY \$146.65

City of Bradbury **Monthly Investment Report for the month of February 2023**

CASH ON DEPOSIT BY ACCOUNT

Bank Accounts:

Wells Fargo Bank - General Checking

Amount	Maturity	Interest Rate
\$ 1,513,561.03	n/a	0%

Investments:

Local Agency Investment Fund (LAIF)

\$ 3,400,853.98	n/a	2.62%
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Webbank Salt Lake City

Texas Exchange Bank Crowley CD

BMW Bank of NA

Salal Credit Union Seattle Wash

\$ 243,000.00	7/18/2023	2.75%
\$ 249,000.00	7/9/2024	0.50%
\$ 248,000.00	12/10/2024	0.90%
\$ 240,000.00	9/29/2023	4.20%

CASH & INVESTMENTS ON DEPOSIT BY FUND

Funds

General Fund (101)	\$4,305,077.16
Utility Users Tax Fund (102)	\$581,066.51
Deposits Fund (103)	(\$10,121.98)
Long Term Planning Fee Fund (112)	\$7,970.39
Technology Fee Fund (113)	\$15,475.95
Gas Tax Fund (200)	\$1,543.97
SB 1 Gas Tax Fund (201)	\$5,043.20
Prop A Fund (203)	\$47,092.37
Prop C Fund (204)	\$27,937.26
TDA Fund (205)	\$6.54
Sewer Fund (206)	\$0.00
STPL Fund (208)	\$1,057.07
Recycling Grant Fund (209)	\$24,837.96
Measure R Fund (210)	\$71,550.93
Measure M Fund (212)	\$74,362.64
Measure W Fund (213)	\$65,340.10
COPS Fund (215)	\$519,038.24
County Park Grant Fund (217)	\$9,269.75
CWPP Grant Fund (219)	\$19,456.93
ARPA Fund (220)	\$128,410.02

Total

\$ 5,894,415.01

Total

\$ 5,894,415.01

I hereby certify that there are sufficient funds available to meet the City's obligations for the next three (3) months.

This report is prepared in accordance with the guidelines established in the Statement of Investment Policy adopted November 21, 2017

Submitted By:



Reviewed By:

Kevin Kearney
City Manager

Laurie Stiver
City Treasurer

Revenues

Acct. Number	Account Description	2021-22 Budget	2021-22 YTD @ 06/30/2022	2022-23 Budget	2022-23 YTD @ 02/28/2023	
General Fund:						
101-00-4000	Operating Transfers In	665,476	667,520 100%	-	-	#DIV/0!
101-00-4010	Property Tax-Current Secured	481,798	460,505 96%	490,000	281,189	57%
101-00-4030	Property Tax-Current Unsecured	18,000	14,490 81%	20,000	16,147	81%
101-00-4060	Public Safety Augmentation F	11,000	11,865 108%	11,000	7,940	72%
101-00-4070	Delinquent Taxes	8,000	9,451 118%	9,000	8,633	96%
101-00-4100	Sales & Use Tax	3,000	2,832 94%	3,500	1,776	51%
101-00-4110	Franchise Fee-Cable TV	27,000	18,229 68%	20,000	14,105	71%
101-00-4111	PEG Fees	-	3,653 #DIV/0!	-	2,830	#DIV/0!
101-00-4120	Franchise Fee-SC Edison	19,500	19,739 101%	20,000	-	0%
101-00-4130	Franchise Fee-SC Refuse	39,500	28,975 73%	25,000	21,531	86%
101-00-4140	Franchise Fee-SC Gas Co.	3,550	3,836 108%	3,500	-	0%
101-00-4150	Franchise Fee-Cal Am Water	47,500	46,363 98%	50,000	-	0%
101-00-4160	AB939 Refuse Admin. Fee	20,000	20,399 102%	10,000	-	0%
101-00-4190	Real Property Transfer Tax	22,500	31,832 141%	35,000	34,054	97%
101-00-4200	Motor Vehicle In-Lieu	145,000	146,411 101%	145,000	75,970	52%
101-00-4210	Dist & Bail Forfeiture	1,200	280 23%	400	480	120%
101-00-4220	Fines-City	2,500	1,595 64%	2,500	6,338	254%
101-00-4350	Business License	40,000	26,301 66%	29,000	19,370	67%
101-00-4360	Movie & TV Permits	-	65,870 #DIV/0!	15,000	32,960	220%
101-00-4370	Bedroom License Fee	10,000	5,150 52%	6,500	46,350	713%
101-00-4410	Variances & CUPs	1,635	1,635 100%	1,635	1,635	100%
101-00-4420	Lot Line Adjustment/Zone Changes	-	- #DIV/0!	3,800	-	0%
101-00-4440	Subdivisions/Lot Splits	-	- #DIV/0!	4,800	-	0%
101-00-4460	Planning Dept. Review	65,000	32,305 50%	36,000	15,077	42%
101-00-4470	Building Construction Permit	100,000	76,437 76%	100,000	129,521	130%
101-00-4480	Building Plan Check Fees	100,000	122,931 123%	100,000	29,704	30%
101-00-4485	Landscape Plan Check Permit	9,000	11,942 133%	10,000	4,168	42%
101-00-4490	Green Code Compliance	10,000	15,472 155%	25,000	15,741	63%
101-00-4500	Civic Center Rental Fee	900	360 40%	900	-	0%
101-00-4530	Environmental & Other Fees	2,500	1,854 74%	2,500	1,112	44%
101-00-4540	City Engineering Plan Check	100,000	58,717 59%	90,000	51,570	57%
101-00-4600	Interest Income	50,000	6,545 13%	12,000	27,915	233%
101-00-4700	Sales of Maps & Publications	100	15 15%	-	7	#DIV/0!
101-00-4800	Other Revenue	-	82 #DIV/0!	-	-	#DIV/0!
101-00-4850	Cal-Am Loan Repayment	4,820	4,820 100%	4,500	-	0%
101-00-4900	Reimbursements	2,000	12,664 633%	15,000	34	0%
101-00-4920	Sale of Prop. A Funds	-	- #DIV/0!	-	-	#DIV/0!
101-23-4950	Vacant Property Registry Fee	100	- 0%	-	-	#DIV/0!
101-24-4610	Donations	500	500 100%	-	-	#DIV/0!
Total General Fund Revenues		2,012,079	1,931,575 96%	1,301,535	846,157	65%
Utility Users Tax Fund:						
102-00-4600	Interest	5,000	4,778 96%	12,000	2,315	19%
102-00-4830	Electric	-	- #DIV/0!	-	-	#DIV/0!
		5,000	4,778 96%	12,000	2,315	19%
Deposits Fund:						
103-00-2039	Chadwick Ranch Development	75,000	101,225 135%	60,000	-	0%
		75,000	101,225 135%	60,000	-	0%
Long Term Planning Fee Fund:						
112-00-4490	Long-Term Planning Fee	4,000	4,651 116%	7,500	1,727	23%

Revenues

Acct. Number	Account Description	2021-22 Budget	2021-22 YTD @ 06/30/2022		2022-23 Budget	2022-23 YTD @ 02/28/2023	
112-00-4600	LTP Fee Interest Income	150	28	19%	125	28	22%
		4,150	4,679	113%	7,625	1,755	23%
Technology Fee Fund:							
113-00-4520	Technology Fee	11,000	6,991	64%	17,500	9,845	56%
113-00-4600	Technology Fee Interest Income	500	215	43%	550	58	11%
		11,500	7,206	63%	18,050	9,903	55%
Gas Tax Fund:							
200-00-4600	Interest	200	88	44%	250	4	2%
200-48-4260	Gas Tax	35,000	27,833	80%	28,250	17,814	63%
		35,200	27,921	79%	28,500	17,818	63%
SB1 Gas Tax Fund:							
201-00-4000	Transfers In						
201-00-4260	Gas Tax	30,000	17,238	57%	19,700	15,493	79%
201-00-4600	Gas Tax Interest	300	361	120%	750	55	7%
		30,300	17,599	58%	20,450	15,548	76%
Prop. A Fund:							
203-40-4260	Prop. A Transit Funds	25,000	26,566	106%	22,000	18,893	86%
203-00-4600	Prop. A Transit Interest	200	94	47%	600	145	24%
		25,200	26,660	106%	22,600	19,038	84%
Prop. C Fund:							
204-48-4260	Prop. C Funds	23,000	22,036	96%	18,000	15,671	87%
204-48-4600	Prop. C Interest	450	151	34%	350	89	25%
		23,450	22,187	95%	18,350	15,760	86%
Transportation Development Act Fund:							
205-48-4260	TDA Funds	5,000	4,587	92%	5,000	2,919	58%
205-48-4600	TDA Interest	-	18	#DIV/0!	30	-	0%
		5,000	4,605	92%	5,030	2,919	58%
Sewer Fund:							
206-50-4600	Sewer Fund Interest	-	2,641	#DIV/0!	10,000	2	0%
206-50-4606	Winston Ave. Assessment	-	-	#DIV/0!	74,423	-	0%
		-	2,641	#DIV/0!	84,423	2	0%
STPL Fund:							
208-00-4600	STPL Interest	10	8	80%	20	4	20%
		10	8	80%	20	4	20%
Recycling Grant Fund:							
209-00-4260	Recycling Grant Funds	5,000	5,000	100%	5,000	-	0%
209-00-4600	Recycling Grant Interest	100	50	50%	150	124	83%
		5,100	25,153	493%	5,150	124	2%
Measure R Fund:							
210-48-4260	Measure R Funds	18,000	16,524	92%	13,500	11,750	87%
210-00-4600	Measure R Interest	300	582	194%	1,200	302	25%
		18,300	17,106	93%	14,700	12,052	82%
Measure M Fund							
212-48-4260	Measure M Funds	16,500	18,699	113%	16,000	13,292	83%

Revenues

Acct. Number	Account Description	2021-22 Budget	2021-22 YTD @ 06/30/2022	2021-22 %	2022-23 Budget	2022-23 YTD @ 02/28/2023	2022-23 %
212-00-4600	Measure M Interest	400	392	98%	800	262	33%
		16,900	19,091	113%	16,800	13,554	81%
Measure W Fund							
213-48-4260	Measure W Funds	50,500	53,094	105%	50,506	54,476	108%
213-48-4600	Measure W Interest	-	-	#DIV/0!	1,000	-	0%
		50,500	53,094	105%	51,506	54,476	106%
Citizen's Option for Public Safety (COPS) Fund:							
215-23-4260	COPs Funds	100,000	161,285	161%	100,000	165,271	165%
215-00-4600	COPs Interest	2,500	2,902	116%	5,500	1,646	30%
		102,500	164,187	160%	105,500	166,917	158%
County Park Grant:							
217-00-4210	County Park Grant	-	-	#DIV/0!	-	-	#DIV/0!
217-00-4600	Grant Fund Interest Income	500	74	15%	650	36	6%
		500	74	15%	650	36	6%
Fire Safe Grant:							
219-00-4260	Community Wildfire Protection Plan	24,994	16,033	64%	5,000	8,819	176%
219-00-4600	Fire Safe Grant Interest Income	75	1	1%	50	45	90%
		25,069	16,034	64%	5,050	8,864	176%
ARPA Fund:							
220-00-4215	ARPA Revenues	100,000	-	0%	175,000	-	0%
220-00-4600	Interest Income	-	1,032	#DIV/0!	1,200	427	36%
		100,000	1,032	1%	176,200	427	0%
Total Revenues		2,545,758	2,446,855	96%	1,954,139	1,187,669	61%

#REF!

Expenditures

Account Description	2021-22 Budget	2021-22 YTD @ 06/30/2022		2022-23 Budget	2022-23 YTD @ 02/28/2023	
General Fund:						
City Council Division:						
101-11-6100 Events and awards	6,500	922	14%	14,000	8,896	64%
101-11-6110 City Newsletter	-		#DIV/0!	400	265	66%
101-11-6500 Community Support (homelessness)	3,000	3,000	100%	4,000	-	0%
	9,500	3,922	41%	18,400	9,161	50%
City Manager Division:						
101-12-5010 Salaries	126,720	130,753	103%	150,000	100,000	67%
101-12-5100 Benefits	50,747	51,256	101%	58,099	38,941	67%
101-12-6020 Meetings & Conferences	5,000	3,076	62%	5,000	2,901	58%
101-12-6025 Expense Account	1,500	280	19%	1,500	117	8%
101-12-6050 Mileage	1,000	489	49%	1,000	426	43%
101-12-6440 Cell Phone	1,000	900	90%	900	600	67%
	185,967	186,754	100%	216,499	142,985	66%
City Clerk Division:						
101-13-5010 Salaries	67,000	67,000	100%	72,695	60,130	83%
101-13-5100 Benefits	30,000	27,793	93%	29,359	21,509	73%
101-13-6020 Meetings & Conferences	-		#DIV/0!	-	-	#DIV/0!
101-13-6050 Mileage	100	107	107%	100	22	22%
101-13-6210 Special Department Supplies	275		0%	500		0%
101-13-6220 Election Supplies	500	564	113%	600	-	0%
101-13-6225 Codification	3,000	4,854	162%	3,500	2,261	65%
101-13-7000 Contract Election Services	15,000		0%	-	-	#DIV/0!
	115,875	100,318	87%	106,754	83,922	79%
Finance Division:						
101-14-5010 Salaries	15,789	17,033	108%	25,000	11,284	45%
101-14-5100 Benefits	1,355	512	38%	-	-	#DIV/0!
101-14-6210 Special Department Supplies	400	400	100%	500	420	84%
101-14-6230 Contracted Computer Services	1,000	1,981	198%	1,500	-	0%
101-14-7010 Contracted Banking Services	4,500	4,540	101%	4,000	2,416	60%
101-14-7020 Contracted Audit Services	19,000	10,000	53%	17,000	7,510	44%
101-14-7040 GASB Reports	700	700	100%	1,000	700	70%
	42,744	35,166	82%	49,000	22,330	46%
City Attorney Division:						
101-15-6125 City Attorney-Planning	3,000	-	0%	10,000	6,458	65%
101-15-7020 City Attorney Retainer	31,800	29,162	92%	34,800	20,300	58%
101-15-7070 City Attorney Special Service	3,000	14,080	469%	2,000	16,007	800%
101-15-7075 Development Code Update	-	14,373	#DIV/0!	7,000	2,475	35%
101-15-7080 Seminars & Training	-	-	#DIV/0!	1,000	385	39%
101-15-7450 City Attorney-Code Enforcement	2,000		0%	2,000	468	23%
	36,800	57,615	157%	46,800	46,093	98%
General Government Division:						
101-16-5010 Salaries	55,605	55,605	100%	60,331	54,946	91%
101-16-5100 Benefits	14,286	16,724	117%	21,297	11,665	55%
101-16-6010 Seminars & Training	1,000	496	50%	1,000	-	0%
101-16-6020 Meetings & Conferences	200	712	356%	1,000	-	0%
101-16-6040 Transportation & Lodging	500		0%	1,000	-	0%
101-16-6050 Mileage	300	371	124%	400	-	0%
101-16-6120 Postage	700	253	36%	400	469	117%
101-16-6200 Office Supplies	3,000	990	33%	2,000	3,074	154%
101-16-6210 Special Departmental Supplies		997	#DIV/0!	16,100	-	0%
101-16-6230 Computer & Website Services	10,000	2,396	24%	4,000	8,657	216%
101-16-6240 PERS UAL Payment	6,291	9,598	153%	12,920	12,490	97%
101-16-6241 PERS Replacement Benefit Contribution	2,600	2,823	109%	3,000	2,638	88%
101-16-6242 PERS SSA 218 Annual Fee	200		0%	200	-	0%

Expenditures

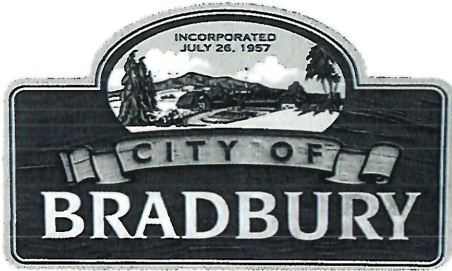
Account Description		2021-22 Budget	2021-22 YTD @ 06/30/2022		2022-23 Budget	2022-23 YTD @ 02/28/2023	
101-16-6250	Copier & Duplications		-	#DIV/0!	-	-	#DIV/0!
101-16-6300	Insurance	39,187	36,652	94%	40,000	42,609	107%
101-16-6400	Utilities	7,380	7,081	96%	5,500	5,859	107%
101-16-6440	Telephone	2,100	1,689	80%	2,000	1,417	71%
101-16-6450	Building Operations	1,200	504	42%	2,000	226	11%
101-16-6460	Building & Cleaning Service	4,500	4,500	100%	4,000	2,985	75%
101-16-6470	Maintenance & Supplies	20,500	21,468	105%	1,000	1,564	156%
101-16-7435	Redistricting	65,000	40,250	62%	-	-	#DIV/0!
101-16-6415	Street Signs	6,000		0%	10,000	-	0%
		240,549	203,109	84%	188,148	148,599	79%
Engineering Division:							
101-19-7230	Contracted Engineering Services	80,000	54,950	69%	80,000	49,350	62%
		80,000	54,950	69%	80,000	49,350	62%
Planning, Zoning & Development Division:							
101-20-6020	Meetings & Conferences						
101-20-6120	Postage	500	35	7%	300	-	0%
101-20-6210	Special Department Supplies	500	80	16%	300	111	37%
101-20-6240	Environmental Filing Fees	500		0%	-	-	#DIV/0!
101-20-7210	City Planner Retainer	46,800	30,125	64%	46,800	31,200	67%
101-20-7220	Contracted Building & Safety	120,000	73,235	61%	90,000	78,174	87%
101-20-7240	City Planner Special Service	15,000	6,765	45%	10,000	9,736	97%
101-20-7245	General Plan update		33,436	#DIV/0!	15,000	17,844	119%
101-20-7075	Development Code Update	2,000		0%	-	-	#DIV/0!
		185,300	143,676	78%	162,400	137,065	84%
Parks & Landscape Maintenance Division:							
101-21-7015	Royal Oaks Trail Maintenance	10,000	10,332	103%	10,000	5,458	55%
101-21-7020	City Hall Grounds Maintenance	7,000	9,540	136%	7,500	3,908	52%
101-21-7025	Trail Maintenance	10,000	2,758	28%	10,000	4,261	43%
101-21-7035	Mt.Olive Entrance & Trail	12,000	6,184	52%	12,000	4,442	37%
101-21-7045	Lemon/RO Horse Trail	7,000	1,685	24%	7,000	1,026	15%
101-21-7060	Street Tree Trimming	15,000	16,956	113%	15,000	8,245	55%
		61,000	47,455	78%	61,500	27,340	44%
Public Safety Division:							
101-23-6210	Special Departmental Services		42	#DIV/0!	50	46	92%
101-23-7410	Contract Services Sheriff	126,940	105,783	83%	128,000	85,534	67%
101-23-7420	City Hall Security	3,000	4,770	159%	3,500	1,866	53%
101-23-7450	Code Enforcement	12,000	1,439	12%	1,500	1,316	88%
101-23-7757	AED Purchase			#DIV/0!	-	-	#DIV/0!
		141,940	112,034	79%	133,050	88,762	67%
Emergency Preparedness Division:							
101-24-6010	Seminars & Training	110	65	59%	100	-	0%
101-24-6020	Meetings & Conferences	500		0%	500	16	3%
101-24-6030	Memberships & Dues	400	360	90%	450	900	200%
101-24-6100	Events & Awards	200		0%	200	-	0%
101-24-6470	Maintenance & Supplies	5,500	261	5%	5,000	1,325	27%
101-24-6480	Civic Center Generator	1,000	291	29%	300	-	0%
101-24-7245	Hazard Mitigation Plan	-		#DIV/0!	-	-	#DIV/0!
		7,710	977	13%	6,550	2,241	34%

Expenditures

Account Description	2021-22 Budget	2021-22 YTD @ 06/30/2022		2022-23 Budget	2022-23 YTD @ 02/28/2023	
Animal & Pest Control Division:						
101-25-7000 Animal Control Services	11,450	10,496	92%	8,500	6,880	81%
101-25-7010 Pest Control Services	500		0%	500	-	0%
	11,950	10,496	88%	9,000	6,880	76%
Intergovernmental Relations Division:						
101-30-6030 Memberships & Dues	10,500	12,078	115%	11,000	10,664	97%
	10,500	12,078	115%	11,000	10,664	97%
General Fund Totals	1,129,835	968,550	86%	1,089,101	775,392	71%
Utility Users Tax Fund:						
102-42-7630 NPDES Stormwater Compliance	90,000	16,128	18%	1,600	11,572	723%
	90,000	16,128	18%	1,600	11,572	723%
Deposits Fund:						
103-00-2039 Chadwick Ranch Development	75,000	92,263	123%	50,000		0%
	75,000	92,263	123%	50,000	-	0%
Long Term Planning Fee Fund:						
112-20-7245 General Plan Expense	2,000	-	0%	-	-	#DIV/0!
	2,000	-	-	-	-	#DIV/0!
Technology Fee Fund:						
113-20-4500 Permit Digitizing	-	-	#DIV/0!	-	-	#DIV/0!
113-20-7730 Website	3,000	1,800	60%	5,000	-	0%
113-20-8120 Capital Equipment-Server & Copier	10,000	19,648	196%	12,000	9,624	80%
	13,000	21,448	165%	17,000	9,624	57%
Gas Tax Fund:						
200-48-6400 Utilities-Select System	11,000	11,389	104%	11,000	7,867	72%
200-48-6410 Street Lights	10,000	10,468	105%	11,000	7,883	72%
200-48-7000 PW Contract Services	1,000	763	76%	600	-	0%
200-48-7290 Street Sweeping	4,000	4,384	110%	4,000	1,956	49%
200-48-7750 Wild Rose Project	25,097	14,168	56%	6,430	605	9%
	51,097	41,172	81%	33,030	18,311	55%
SB1 Gas Tax Fund:						
201-48-7750 Wild Rose Project	81,615	18,281	22%	61,070	53,384	87%
201-48-7755 City Wide Slurry Seal			#DIV/0!		-	#DIV/0!
	81,615	18,281	22%	61,070	53,384	87%
Prop. A Fund:						
203-00-7600 Sale of Prop. A Funds	-	-	#DIV/0!	-	-	#DIV/0!
Prop. C Fund:						
204-20-6030 Memberships & Dues	900	353	39%	400	-	0%
204-40-7325 Transit Services	9,000	7,745	86%	8,449	4,928	58%
204-48-7745 Royal Oaks North Curb Extension				-	-	
204-48-7750 Wild Rose Project	36,570	15,348		21,220	604	
	46,470	23,446	50%	30,069	5,532	18%
Transportation Development Act Fund:						
205-48-7045 RO Trail	-	2,600	#DIV/0!	5,000	-	0%
205-48-7720 Lemon/RO Horse Trail Project	-		#DIV/0!	-	-	#DIV/0!
205-48-7735 Royal Oaks & Mt. Olive Trail Rehab.	5,000	2,920	58%	-	-	#DIV/0!
205-00-7760 Return of Funds	-	-	#DIV/0!	-	-	#DIV/0!
	5,000	5,520	#DIV/0!	5,000	-	#DIV/0!

Expenditures

Account Description	2021-22 Budget	2021-22 YTD @ 06/30/2022	2022-23 Budget	2022-23 YTD @ 02/28/2023
Sewer Fund:				
206-50-7601 Mt. Olive Lane Sewer Project	-	- #DIV/0!	-	- #DIV/0!
206-50-7602 DUSD Message Board	-	- #DIV/0!	-	- #DIV/0!
206-50-7606 Winston Ave Project	-	- #DIV/0!	-	- #DIV/0!
	665,476	- 0%	-	- #DIV/0!
STPL Fund:				
208-48-7750 Wild Rose Project	1,055	- 0%	1,055	- 0%
	1,055	- 0%	1,055	- 0%
Recycling Grant Fund:				
209-35-7300 Recycling Education	5,000	- 0%	5,000	6,695 134%
	5,000	- -	5,000	6,695 1
Measure R Fund:				
210-48-7750 Wild Rose Project	88,739	- 0%	88,739	23,606 27%
	88,739	- 0%	88,739	23,606 27%
Measure M Fund				
212-48-7750 Wild Rose Project	58,470	- 0%	58,470	- 0%
	58,470	- 0%	58,470	- 0%
Measure W Fund				
213-42-7630 NPDES Stormwater Compliance			50,506	-
	50,500	42,230 84%	50,506	- 0%
Citizen's Option for Public Safety (COPS) Fund:				
215-23-7410 Contract Services Sheriff	50,000	50,000 100%		- #DIV/0!
215-23-7411 Contract CSO Services & Supplies	56,500	52,116 92%	55,000	277 1%
	106,500	102,116 96%	55,000	277 1%
County Park Grant:				
217-21-7650 Civic Center Park	1,000	- 0%	1,000	- 0%
	1,000	- 0%	1,000	- 0%
Fire Safe Grant 14-USFS-SFA-0053:				
219-21-7761 Community Wildfire Protection Plan	30,934	3,555 11%	5,000	1,885 38%
	30,934	3,555 11%	5,000	1,885 38%
ARPA Fund:				
220-00-5000 Operating Transfers Out	-	- #DIV/0!	132,500	- 0%
220-00-6215 ARPA Expenses	100,000	- 0%	5,300	- 0%
	100,000	- 0%	137,800	- 0%
Total Expenditures	2,601,691	1,334,709 51%	1,689,440	906,278 54%



Bruce Lathrop, Mayor (District 4)
Richard Barakat, Mayor Pro Tem (District 3)
Richard T. Hale, Council Member (District 1)
Monte Lewis, Council Member (District 2)
Elizabeth Bruny, Council Member (District 5)

City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Kevin Kearney, City Manager

DATE: March 21, 2023

SUBJECT: **PRESENTATION – LA COUNTY FIRE DEPARTMENT**

ATTACHMENTS: 1) Brush Clearance Inspection Program Announcement
2) Brush Clearance Annual Notice – FAQs
3) Template Annual Brush Clearance Notice 2023
4) Press Release

SUMMARY

The Los Angeles County Fire Department will be making a presentation on the update to their Brush Clearance Inspection Program. Due to changes in regulations, State legislation and in the Department's GIS/mapping, the number of inspections in Bradbury is increasing from approximately 139 annually to now approximately 737. Other changes include a new Zone 0 and increases to brush inspection fees.

Additional information on the changes to the Department's Brush Clearance Inspection Program can be found in the Attachments, which include the Department's announcement, FAQs, a template Annual Brush Clearance Notice, and a press release.

ATTACHMENT #1



ANTHONY C. MARRONE
INTERIM FIRE CHIEF
FORESTER & FIRE WARDEN

*"Proud Protectors of Life,
the Environment, and Property"*

COUNTY OF LOS ANGELES FIRE DEPARTMENT

1320 NORTH EASTERN AVENUE
LOS ANGELES, CALIFORNIA 90063-3294
(323) 881-2401
www.fire.lacounty.gov



BOARD OF SUPERVISORS

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FIFTH DISTRICT

February 15, 2023

TO: KEVIN KEARNEY
CITY MANAGER, CITY OF BRADBURY

FROM: MIKE INMAN *MI*
ASSISTANT FIRE CHIEF, DIVISION II

BRUSH CLEARANCE INSPECTION PROGRAM

This letter is meant to help clarify new requirements and changes to our Annual Brush Clearance Inspection Program, as we are aware that many of your residents have recently received Brush Clearance Notices from our Department for the first time.

As you know, much of the City of Bradbury falls under the designation of either High or Very High Fire Hazard Severity Zone (HFHSZ / VHFHSZ), as classified by CAL Fire ([FHSZ Viewer](#)). Our department has historically conducted brush clearance inspections on Single-Family Dwellings (homes) in your city. In the past, these homes were identified through fire history and visual identification, and we focused our inspections on areas which were deemed to be the most vulnerable to brush fires.

For decades, up until 2022, the number of homes that have been subject to inspections in the City of Bradbury has averaged approximately 139 annually. This year, that number will increase to approximately 737.

This increase in the total number of homes to be inspected is attributable to Public Resources Code 4291 (PRC-4291) along with our department's recent acquisition of GIS/mapping software that allows us to identify all homes within fire hazard severity zones. The new technology allows greater accuracy and some structures have been identified for the first time. PRC-4291 stipulates that all homes within the fire hazard severity zones receive an annual brush clearance inspection and has been in place for decades. The new mapping software is the reason the number of parcels has increased, and our inspection list will now encompass all eligible homes from this year forward. All Single-Family Dwellings have been added this year; Multi-Family Dwellings will be added next year. Integrating this mapping technology

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AGOURA HILLS
ARTESIA
AZUSA
BALDWIN PARK
BELL
BELL GARDENS
BELLFLOWER
BRADBURY
CALABASAS

CARSON
CERRITOS
CLAREMONT
COMMERCE
COVINA
CUDAHY
DIAMOND BAR
DUARTE

EL MONTE
GARDENA
GLEN DORA
HAWAIIAN GARDENS
HAWTHORNE
HERMOSA BEACH
HIDDEN HILLS
HUNTINGTON PARK
INDUSTRY

INGLEWOOD
IRVINDALE
LA CANADA-FLINTRIDGE
LA HABRA
LA MIRADA
LA PUENTE
LAKEWOOD
LANCASTER

LAWNDALE
LOMITA
LYNWOOD
MALIBU
MAYWOOD
NORWALK
PALMDALE
PALOS VERDES ESTATES
PARAMOUNT

PICO RIVERA
POMONA
RANCHO PALOS VERDES
ROLLING HILLS
ROLLING HILLS ESTATES
ROSEMEAD
SAN DIMAS
SANTA CLARITA

SIGNAL HILL
SOUTH EL MONTE
SOUTH GATE
TEMPLE CITY
VERNON
WALNUT
WEST HOLLYWOOD
WESTLAKE VILLAGE
WHITTIER

into our Brush Clearance Inspection Program ensures that all homes that require inspections are receiving them.

In addition, recent legislation introduces a new requirement to the brush clearance inspections. Assembly Bill 3074 (AB-3074) establishes Zone 0, which is a 5-foot Ember Resistant Zone that requires the removal of all flammable materials within 5 feet of any structure.

Although the Zone 0 requirement will not be enforced until sometime in 2024, we will be using this year's inspections to educate property owners about what they will need to do to become compliant with Zone 0 requirements next year.

The County Health & Safety Code has authorized our department to impose a brush inspection fee since 1989; currently, this fee is \$151.00. Our department has never imposed this fee until this past year, when the rise in inspections began throughout the County. Working with the Board of Supervisors, we agreed to phase in the fee over a three-year period. Last year, the fee was \$50.00 (to be billed on 2023 property tax bill), this year the fee will be \$100.00 (to be billed on the 2024 property tax bill), and next year, the fee will be assessed in its entirety of \$151.00 (to be billed on the 2025 property tax bill).

It is important to note that this fee is not intended to generate revenue for the Department. With the significant increase in inspections to be completed, the inspection fee will offset the Department's costs in an effort to keep the Brush Clearance Inspection Program cost-neutral.

2023 inspections are scheduled to begin on **May 1 in the City of Bradbury**.

For your reference, the general requirements for brush clearance and maintaining defensible space are:

- Zone 0 (5-foot Ember Resistant Zone) – removal of any flammable materials within 5 feet of any structure. ***Enforcement of this requirement will begin in 2024.***
- Removal of flammable vegetation within 30 feet of any structure (up to 50 feet in VHFHSZ).
 - Plants and trees are permitted, provided they are individually planted, spaced, and maintained in such a manner that they do not form a means of transmitting fire from native growth to the structure.
- Remaining vegetation for the next 70 feet, for a total of 100 feet, shall be limbed and include removal of any dead wood (maximum of 200 feet clearance can be required in VHFHSZ).
- Access roads must maintain 10 feet of brush clearance on each side and shall maintain adequate vertical clearance.

- Fire hydrants shall maintain clearance of 3 feet.

In addition to what is outlined above, there is one more piece of legislation that affects property owners. Assembly Bill 38 (AB-38), commonly referred to as Real Estate Defensible Space Inspections, took effect on July 1, 2021. AB-38 requires that the seller of a property in fire hazard severity zones must submit documentation of a compliant defensible space inspection prior to the close of escrow. Homes that received their annual brush clearance inspection within 6 months of close of escrow can use that inspection, if compliant, to satisfy this requirement.

More information on AB-38, AB-3074, and brush clearance/defensible space requirements can be found [here](#).

The Annual Brush Clearance Inspection Program is critical for those living in fire hazard severity zones. Creating defensible space through brush clearance, coupled with home hardening, greatly improves the chance that a house will survive a wildfire. It also provides firefighters a safer area to work in while defending homes and property.

If you have any questions or require additional information, please contact Deputy Chief Nick Duvally, Prevention Services Bureau at (323) 881-2461, or by email at Nick.Duvally@fire.lacounty.gov.

MI:aw

Attachments

ATTACHMENT #2

Brush Clearance Annual Notice

Frequently Asked Questions

Why am I receiving this notice?

Your property is located within a fire hazard severity zone identified by The Department of Forestry and Fire Protection CAL FIRE [FHSZ Viewer \(ca.gov\)](#) or has been historically identified with a potential fire hazard by the Los Angeles County Fire Department.

What are the Very High, High and Moderate Fire Hazard Severity Zones, and who determines these zones?

Fire hazard severity zones indicate the potential fire hazard on an area of land, based on several factors, including vegetation, topography, worst case weather conditions, fire history, predicted flame lengths, burn probability and ember cast. CAL FIRE is mandated to classify all lands within the state by California Public Resources Code 4201-4204.

Where does the Fire Department get the authority to conduct defensible space inspections?

The California Public Resources Code 4291 (PRC 4291) defines requirements for inspections for, “A person who owns, leases, controls, operates, or maintains a building or structure in, upon, or adjoining a mountainous area, forest-covered lands, shrub-covered lands, grass-covered lands, or land that is covered with flammable material, shall at all times do all of the following:”

There is no brush around my property, why am I being inspected?

If your property is located within a designated fire hazard severity zone, an inspection is required. Due to ember cast, this includes structures inside developments without open land (native vegetation) immediately adjacent to the structure.

Why is this the first time I am receiving this notice?

Available GIS technology and mapping programs allow the fire department to identify all parcels within fire hazard severity zones. Prior to integrating GIS technology within the inspection program, structures were identified through fire history and visual identification. The new technology allows greater accuracy and some structures have been identified for the first time.

When will my property be inspected?

Depending on the property's location, inspections will start in April for desert areas, May 1 for inland areas, and June 1 for coastal areas.

Do I need to be home when the inspection is conducted?

You do not have to be home, but inspectors typically knock on the front door and announce themselves prior to inspecting when there is no answer.

Will the fire department make an appointment with me to inspect my property.

If you would like an appointment, please call your local fire station to set up a convenient time. If you missed the inspection, received a violation and would like additional information, there will be a phone number to call the local station at the top of the inspection form in the 'Contact Number' box.

If I have locked gates, how will the fire department complete the inspection?

The inspector will only use unlocked gates and areas with reasonable access. If there are locked gates and the inspector must see behind them to complete the inspection, the inspector may come back later when someone is home or try to call or email the occupant to gain entry. If no contact was possible, the fire department may write an inspection warrant to gain entry and confirm defensible space compliance.

Can I call someone if I need clarity on requirements?

Yes, prior to your inspection, please call the Brush Clearance Unit at (626) 969-2375. After your inspection, please call the phone number listed on your inspection report.

Will I receive a report showing if my property is in compliance?

Yes, all property owners will receive an inspection report showing either 'In Compliance' or the violations that need to be corrected.

How much time will I have to make corrections?

Owners have a minimum of 30 days to complete corrections.

Do I need to remove trees?

Most likely, the answer is no, but all trees should be free of dead wood and limbed up to 6' or 1/3 the tree's height.

Why is there an inspection fee?

Los Angeles County Agricultural Commission/Weights & Measures has been charging an inspection fee since 1989. The Auditor/Controller (A/C) reviewed, and the Board of Supervisors approved the fire department's inspection fee on December 7, 2021. The fee is required to make the brush inspection program cost neutral. The A/C approved the inspection fee. The inspection fee was \$50 in 2022, \$100 in 2023 and will be \$151 in 2024.

How will I be billed for the inspection fee?

The inspection fee will be assessed annually and show up on the November property tax bill. There is a one-year delay from the inspection to seeing the assessment on your property tax bill. (Example: if an inspection is conducted in June 2023, the property tax assessment will arrive November 2024).

What is the purpose of the 'protest' hearing taking place on February 15th in Arcadia and February 16th in Lancaster?

The primary purpose of the protest hearing is to allow an owner to dispute whether the property is in a fire hazard severity zone and should therefore receive an inspection. Owners may also discuss defensible space requirements if desired.

Have there been State law changes impacting requirements to ensure defensible space?

Yes. The State is very concerned with saving lives and property and has reviewed and verified fire science that indicates structure loss can be reduced when homeowners harden their home and reduce vegetation closest to the home. The legislature approved two critical laws to address structure loss: AB 3074 and AB 38.

What is Assembly Bill 3074 (AB 3074)?

Zone 0 – the ember resistant zone. This law requires a 5' ember resistant zone around all structures in a fire hazard severity zone. bit.ly/AB3074

When does AB 3074 take effect?

AB 3074 became law on January 1, 2021, but will not be enforced until the State approves vegetation clearance requirements; this is expected in the fall of 2023. Full enforcement on existing structures will not be required until one year after the State approves final requirements. This is expected for inspections that will occur in 2024. Full enforcement on new construction will take effect immediately upon approval of final clearance requirements.

Do I need to remove all plants within the first 5' of my structure(s)?

After the State approves final Zone 0 requirements, it is expected that very few plants will be allowed within the first 5' of a structure, but some plants, like large trees, can be maintained so removal is not necessary. bit.ly/DefensibleSpaceZones

How can I maintain and retain a tree within Zone 0?

Trees with large trunks must have all lower limbs removed within the first 5' of the structure. Think of a 5' clear cylinder parallel to the wall. All tree canopies must be removed for the first 10' above the roof. This is to minimize leaf litter collecting on the roof.

What is Assembly Bill 38 (AB 38)?

AB 38 requires all real estate sellers with structures in a FHSZ to ensure compliance with defensible space requirements. bit.ly/AB-38Inspections

When does AB 38 take effect?

The requirement for real estate defensible space compliance inspections took effect on July 1, 2021.

Link to LA County Fire – Fire Hazard Reduction Programs:

<https://fire.lacounty.gov/fire-hazard-reduction-programs/>

ATTACHMENT #3



COUNTY OF LOS ANGELES FIRE DEPARTMENT

BRUSH CLEARANCE UNIT
605 NORTH ANGELENO AVENUE
AZUSA, CA 91702
(626) 969-2375

<https://fire.lacounty.gov/fire-hazard-reduction-programs/>
"Proud Protectors of Life, Property, and the Environment"

ANTHONY C. MARRONE
FIRE CHIEF
FORESTER & FIRE WARDEN

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THIRD DISTRICT

JANICE HAHN
FOURTH DISTRICT

KATHRYN BARGER
FIFTH DISTRICT

OWNER
ADDRESS
ADDRESS

ANNUAL BRUSH CLEARANCE NOTICE 2023

Dear Property Owner:

This is the first notice of inspection and a reminder that the County of Los Angeles Fire Department will be conducting annual brush clearance inspections within the next few months, or fuel modification inspections throughout the year.

PROPERTY DESCRIPTION

ASSESSOR'S IDENTIFICATION NUMBER			SITE ADDRESS
MAPBOOK XXXX	PAGE XXX	PARCEL XXX	XXXXXXXXXXXXX

NOTICE TO DESTROY HAZARDOUS BRUSH, DRY GRASS, WEEDS, COMBUSTIBLE GROWTH OR FLAMMABLE VEGETATION TO INCLUDE NATIVES AND ORNAMENTALS

NOTICE IS HEREBY GIVEN THAT ON JANUARY 10, 2023 THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES

passed or will pass a resolution declaring that hazardous brush, dry grass, weeds, combustible growth or flammable vegetation to include native and ornamental vegetation where growing upon or in front of said improved property as specifically described by the parcel number in the resolution, to be a potential fire hazard or nuisance which, upon inspection by the County of Los Angeles Fire Department is verified to be an existing hazard or nuisance and violation of the County Fire Code pertaining to clearance of brush and vegetation growth, must be removed and the nuisance abated by the Agricultural Commissioner and the cost of removal assessed upon the land. In addition, the Board of Supervisors authorized and directed the County of Los Angeles Fire Department and the Agricultural Commissioner to recover their costs related to the enforcement of the fire code. All property owners having objection to the removal of brush, dry grass, weeds, combustible growth or flammable vegetation, including natives and ornamentals, are hereby notified that they may attend a brush clearance referee hearing at the following location(s):

(1) Arcadia

Wednesday, February 15, 2023, from 9:30 a.m. until noon at 12300 Lower Azusa Rd., CA 91006 or

(2) Antelope Valley

February 16, 2023, from 9:30 a.m. until noon at the Los Angeles County Administrative Bldg. 335 East Ave. K-10, Lancaster, CA 93535

Protests which are not resolved will be sent before the BOARD of Supervisors on March 14, 2023 at 9:30 a.m., when their objections will be heard and given due consideration. If a property owner does not want to present objections to the proposed removal of hazardous brush, dry grass, weeds, combustible growth or flammable vegetation, or the recovery of enforcement and abatement cost, he/she need not to appear at the above-mentioned meeting(s).

This Notice Dated: February 1, 2023

Anthony C. Marrone, Fire Chief

SERVING THE UNINCORPORATED AREAS OF LOS ANGELES COUNTY AND THE CITIES OF:

AGOURA HILLS
ARTESIA
AZUSA
BALDWIN PARK
BELL
BELL GARDENS
BELLFLOWER
BRADBURY
CALABASAS

CARSON
CERRITOS
CLAREMONT
COMMERCE
COVINA
CUDAHY
DIAMOND BAR
DUARTE

EL MONTE
GARDENA
GLEN DORA
HAWAIIAN GARDENS
HAWTHORNE
HERMOSA BEACH
HIDDEN HILLS
HUNTINGTON PARK
INDUSTRY

INGLEWOOD
IRVINDALE
LA CANADA-FLINTRIDGE
LA HABRA
LA MIRADA
LA PUENTE
LAKEWOOD
LANCASTER

LAWDALE
LOMITA
LYNWOOD
MALIBU
MAYWOOD
NORWALK
PALMDALE
PALOS VERDES ESTATES
PARAMOUNT

PICO RIVERA
POMONA
RANCHO PALOS VERDES
ROLLING HILLS
ROLLING HILLS ESTATES
ROSEMEAD
SAN DIMAS
SANTA CLARITA

SIGNAL HILL
SOUTH EL MONTE
SOUTH GATE
TEMPLE CITY
VERNON
WALNUT
WEST HOLLYWOOD
WESTLAKE VILLAGE
WHITTIER

BRUSH CLEARANCE REQUIREMENTS

Thousands of homes are in danger of destruction by fire because of their proximity to brush-covered areas. Homes with wood shake roofs, wood siding, decks, patio covers, or exposed eaves are particularly vulnerable to the spread of fire. Despite efforts by firefighters, wildland fires fanned by strong winds can destroy homes. It is your legal responsibility to take the necessary action by clearing vegetation around all structures at risk. A fire safe landscape creates a defensible space to help protect against approaching wildfires.

WHAT ARE YOUR RESPONSIBILITIES

1. Establish a 5-foot Ember Resistant Zone around all structures. Eliminate all vegetation and materials that could be ignited by embers from a wildfire.
2. Native and ornamental vegetation known to be flammable, including, but not limited to: Acacia, Cedar, Cypress, Eucalyptus, Juniper, Pine, and Pampas Grass, shall be removed within 30 feet of any structure or, 50 feet in extra hazard areas. Ornamental grasses and ground cover should be maintained at no higher than 3 inches.
3. Thin remaining vegetation for the next 70 feet, for a total of 100 feet, around any structure by clearing, trimming, thinning, limbing up removing flammable vegetation and dead wood. For high hazard areas this distance can be increase to a maximum of 200 feet.
4. Specimen native trees and shrubs are permissible, provided they do not form a means of transmitting fire to any structure. It is recommended that specimen shall be spaced a minimum of 15 feet or 3 times diameter from other specimens, structures or surrounding native brush.
5. Access road shall be maintained with a minimum of 10 feet of brush clearance on each side. Fire access roads shall have an unobstructed vertical clearance to the sky. Trees overhanging fire access road shall be maintained to provide adequate vertical clearance.
6. Provide a minimum of 3 feet of brush clearance around all fire hydrants.
7. It is required that all trees and shrubs shall be maintained free of deadwood and litter. Shrubs may be required to be trimmed up from the ground 1/3 of their height. Trees shall be trimmed a minimum of 6 feet or 1/3 of their height up to 40 feet, depending on surface fuels.
8. Trees are best trimmed during dormancy or during the winter months. Care should be taken when trimming trees during spring as this is the nesting season for many species of birds.

INSPECTION FEE

The Board of Supervisors has authorized an Inspection Fee of \$100.00 which will be assessed on all declared hazardous properties whether or not they are cleared by the property owner.

INSPECTION TIMELINE

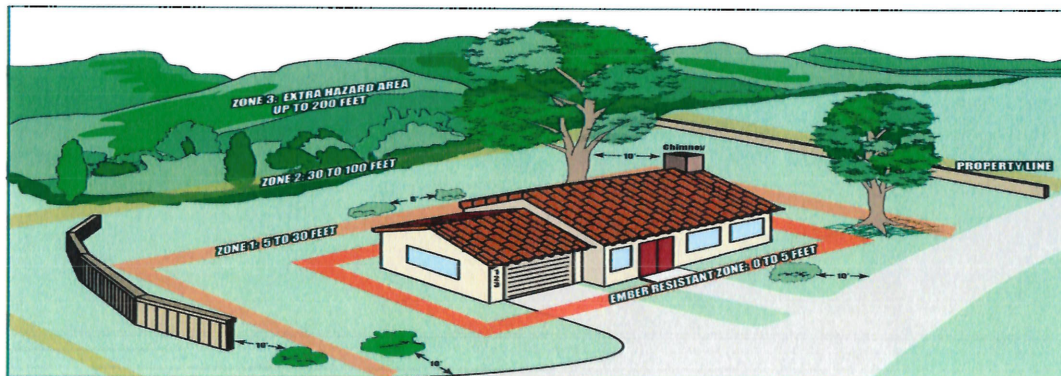
Brush Clearance inspections are scheduled to begin **April 1** in the Antelope Valley, **June 1** in the Coastal Area, and **May 1** in all other areas. If hazardous fire conditions exist on your property at the time of inspection, you will be issued an Official Inspection Report which will indicate existing violations and provide specific clearing instructions and a compliance deadline.

Failure to comply with the Official Inspection Report will result in the imposition of a \$500 administrative fine. An additional \$908 direct assessment will be added to your annual tax bill as item CO FIRE ABMT ENF to recover the County of Los Angeles Fire Department costs related to enforcement of the Fire Code. Additionally, if your parcel is inspected or cleared by the Agricultural Commissioner, an inspection fee of \$48.09 and the clearing costs will be placed on your annual tax bill as item LA CO HAZ ABATE.

HOW TO CONTACT US

For additional information regarding specific clearing requirements, contact your local jurisdictional fire station or the Brush Clearance Unit at (626) 969-2375.

EXTRA HAZARDOUS AREAS MAY REQUIRE 200 FEET OF CLEARANCE



PREPARE FOR WILDFIRES: CREATE AND MAINTAIN A DEFENSIBLE SPACE

ATTACHMENT #4

Kevin Kearney

From: Watson, Adriana <Adriana.Watson@fire.lacounty.gov>
Sent: Thursday, March 2, 2023 3:49 PM
To: Kevin Kearney
Cc: Inman, Mike
Subject: FW: REVISED ANNUAL BRUSH CLEARANCE NOTICES TO LA COUNTY RESIDENTS IN FIRE HAZARD SEVERITY ZONES

From: [Los Angeles County Fire](#)
Sent: Thursday, March 2, 2023 3:35 PM
To:
Subject: REVISED ANNUAL BRUSH CLEARANCE NOTICES TO LA COUNTY RESIDENTS IN FIRE HAZARD SEVERITY ZONES



**COUNTY OF LOS ANGELES
FIRE DEPARTMENT**
FIRE CHIEF ANTHONY G. MARRONE

NEWS RELEASE

FOR IMMEDIATE RELEASE

REVISED ANNUAL BRUSH CLEARANCE NOTICES TO LA COUNTY RESIDENTS IN FIRE HAZARD SEVERITY ZONES

Los Angeles, CA – The County of Los Angeles Fire Department (Department) recently mailed the Annual 2023 Brush Clearance Notices to residents in Fire Hazard Severity Zones (FHSZs). There are approximately 60,000 homeowners who will be receiving this notice for the very first time, while others have been part of our annual brush clearance program for many years. Over the last two years, the Fire Department integrated a geospatial database into the Defensible Space Inspection Program that is far more accurate than visual identification used in previous years. Using criteria-based

mapping, numerous parcels have been identified within the FHSZs that have never been inspected.

California Health & Safety Code, Section 14902, allows recovery of inspection program costs. In 1989, the Los Angeles County Department of Agricultural Commissioner, Weights and Measures, was authorized by the Board of Supervisors to recover their inspection program costs. The Fire Department resisted imposing this fee until 2022. Working with the Board of Supervisors, the Fire Department agreed to phase in the Brush Inspection fee over a three-year period. In 2022, the fee was \$50.00 (to be billed on the 2023 property tax bill); in 2023, the fee will be \$100.00 (to be billed on the 2024 property tax bill); and in 2024, the fee will be \$151.00 (to be billed on the 2025 property tax bill). These fees will be assessed on all declared hazardous properties whether they are cleared by the property owner or not. The fee is intended to offset the Department's costs in an effort to keep the Brush Clearance Inspection Program cost neutral.

Brush Clearance inspections are scheduled to begin as follows:

- **April 1, 2023**, in desert communities
- **May 1, 2023**, in inland communities
- **June 1, 2023**, in coastal communities

If hazardous fire conditions exist on a property at the time of inspection, the property owner will be issued an Official Inspection Report which will indicate existing violations and provide specific clearing instructions and a compliance deadline.

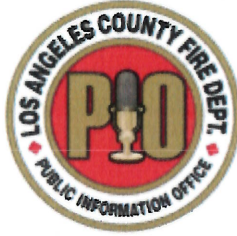
The Fire Department encourages residents to attend the upcoming Brush Inspection Educational Meetings scheduled for the following dates and times:

1. **Thursday, March 9, 2023, from 6:00 p.m. to 9:00 p.m.**
Rowland Heights Community Center (Rowland Heights)
18150 East Pathfinder Road
Rowland Heights, CA 91748
2. **Friday, March 10, 2023, from 6:00 p.m. to 9:00 p.m.**
Founders Hall (Calabasas Civic Center)
200 Civic Center Way
Calabasas, CA 91302
3. **Saturday, March 11, 2023, from 10:00 a.m. to 1:00 p.m.**
Santa Clarita City Hall (Santa Clarita)
23920 Valencia Boulevard, #120
Santa Clarita, CA 91355
Note: This will be the same meeting as the Referee Hearing.

Information regarding brush clearance requirements and responsibilities can be obtained on our website by clicking [here](#) or by contacting the Brush Clearance Unit at (626) 969-2375.

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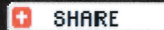
To support firefighters, lifesaving equipment, and our transformational community education programs, and if you wish to donate and learn more: SupportLACountyFire.org.



The mission of the Los Angeles County Fire Department is to protect lives, the environment, and property by providing prompt, skillful, and cost-effective fire protection and life safety services.

[Los Angeles County Fire Department](#)

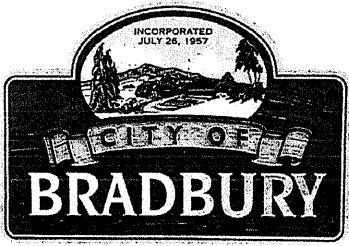
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Bruce Lathrop, Mayor (District 4)
Richard Barakat, Mayor Pro Tem (District 3)
Dick Hale, Council Member (District 1)
Montgomery Lewis, Council Member (District 2)
Elizabeth Bruny, Council Member (District 5)

City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Sophia Musa, Management Analyst

DATE: March 21, 2023

SUBJECT: **DISCUSSION ON OFFERING VIRTUAL ATTENDANCE DURING PUBLIC MEETING**

ATTACHMENTS: 1) Public CEO Article

SUMMARY

Per Council's request during the February meeting, this report discusses the use of Zoom for public meetings. It is recommended that the City Council direct Staff on how to proceed.

DISCUSSION

Due to the COVID-19 pandemic, revisions were made to the Brown Act that allowed for public meetings to be virtually attended. As a result, City staff purchased a Meeting Owl Camera, a tri-pod stand, five microphones, and the Zoom Rooms conference software to improve the virtual meeting experience. As of February 2023, the State of Emergency ended and the Brown Act was revised to follow pre-pandemic meeting laws once again. The new laws still allow remote meeting options for public officials, but they are more limited. Those exceptions can be found in Attachment #1.

It is recommended that the City Council direct Staff on how to proceed with offering virtual attendance as an option for public meetings or to remove it completely.

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Brown Act changes are coming to cities in 2023. Here is what to expect



Several notable changes to public meetings are coming in 2023 thanks to new legislation that takes effect on Jan. 1 and the Governor's announcement that the COVID-19 State of Emergency will end on Feb.

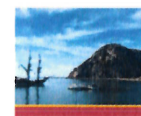
28. Ending the state of emergency will restrain how cities can conduct remote meetings by limiting their ability to utilize **AB 361 (Rivas, Robert)**, which is effective during a declared state of emergency.

Cities will now be left with pre-pandemic teleconferencing laws and this year's **AB 2449 (Rubio, Blanca)**. These pre-pandemic laws include several outdated provisions, such as requiring members of a Ralph M. Brown Act body to make their teleconference location accessible to the public. Meanwhile, AB 2449 is limited in its scope and governed by onerous requirements.

Recent News



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March 17, 2023



Trackdown Management's Picking Up the Pieces
March 16, 2023



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March 16, 2023



Roseville City Council updates strategic plan
March 16, 2023



Elk Grove responds to California Attorney General's allegations of housing discrimination
March 16, 2023

Two other laws — [AB 2647 \(Levine\)](#) and [SB 1100 \(Cortese\)](#) — will also take effect on Jan. 1, which govern public meetings more generally.

New remote public meetings option

Asm. Rubio Blanca's [AB 2449](#) allows local agencies to hold remote public meetings without identifying each teleconference location and without making each location accessible to the public. This alternative option can only be used under limited circumstances and will expire on Jan. 1, 2026.

Crucially, this measure may be used if “just cause” is met or if “emergency circumstances” exist. Just cause is defined as any one of the following:

- Child care or caregiving of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires a member to participate remotely.
- A contagious illness that prevents a member from attending in person.
- A need related to a physical or mental disability.
- Travel while on business of the legislative body or another state or local agency.

An emergency circumstance is a physical or family medical emergency that prevents a member of a legislative body from attending in person.

Under AB 2449, a member must notify the legislative body at the earliest possible opportunity — including at the start of a meeting — of their need to participate remotely and provide a general description of the circumstances related to one of the four items above. The member must make a request of the legislative body, which must approve the request.

A member may only use the just cause provisions up to two meetings per calendar year. A member may not participate in remote meetings under this law for more than three consecutive months or 20% of the agency's regular meetings within a calendar year. If the legislative body regularly meets less than 10 times a year, a member may not participate remotely for more than two meetings.

The legislative body must request a general description of the circumstances relating to the member's need to appear remotely. This description does not have to be more than 20 words and does not need to include any personal medical information.

The following rules also apply when meeting under just cause or emergency circumstances:

- Members participating remotely must do so through audio and visual technology.
- The legislative body must provide a way for the public to remotely hear, visually observe, and remotely address the legislative body.
- The legislative body must provide notice of how the public can access the meeting and offer comment.
- The agenda must identify and include an opportunity for the public to attend and directly address the legislative body through a call-in option, an internet-based service option, and in-person at the meeting.
- The legislative body cannot require comments to be submitted before the start of the meeting. The public must be allowed to make “real time” public

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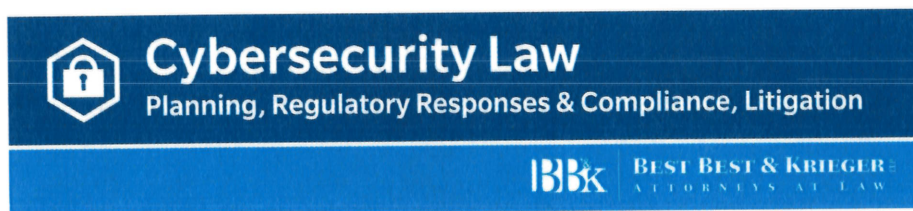
comment.

- If there is a disruption to the meeting broadcast or in the ability to take call-in or internet-based public comment, no further action can be taken on agenda items until the issue is resolved.
- The legislative body must implement a procedure for receiving and resolving requests for reasonable accommodations for individuals with disabilities and must give notice of these procedures.

Additionally, members participating remotely must publicly disclose at the meeting whether anyone else 18 years or older is present with the member and the general nature of the member's relationship with the individual.

Supplementary materials and public meetings

Under the Brown Act, any documents that are distributed to a majority of a legislative body less than 72 hours before a meeting must be distributed to the public at the same time. To meet this requirement, some local governments posted these materials online. However, the Third District Court of Appeals recently held that this does not meet Brown Act's requirements.



As a result, local governments had to place copies of the document in a designated office open to the public. This meant that agencies had to keep offices open past normal business hours or withhold late-breaking information until the next business day. This increased costs or caused delays in decision-making, as materials often need multiple days for analysis.

The Cal Cities-sponsored [AB 2647 \(Levine\)](#) seeks to resolve the issues created by this decision. This measure clarifies that supplementary materials distributed less than 72 hours before a meeting can be posted online if physical copies are made available for public inspection at the beginning of the next regular business day at a public office. These documents can also be made available at a designated location if the documents are made physically available for at least 24 hours before that meeting.

Disruptive conduct and public meetings

The last few years have seen a rise in disruptive and threatening behavior in public meetings. Lawmakers responded by passing [SB 1100 \(Cortese\)](#), a new process that allows a presiding member of a legislative body conducting a meeting, or their designee, to remove someone for disrupting the meeting.

SB 1100 prescribes the following process for removal:

- Warn the individual that their behavior is disrupting the meeting and their failure to cease their behavior may result in removal.

- Remove the individual if they do not “promptly” cease their disruptive behavior.

The bill defines disruptive behavior as that which disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting. This includes, but is not limited to:

- A failure to comply with reasonable and lawful regulations adopted by a legislative body pursuant to Section 54954.3 or any other law.
- Engaging in behavior that constitutes the use of force or a true threat of force. “True threat of force” means a threat that a reasonable observer would perceive to be an actual threat to use force by the person making the threat.

However, existing statutory and case law already specifies other avenues for addressing public meeting disruptions. Under existing law — and as interpreted by the courts — a city council may adopt rules governing the conduct of their public meetings, including the removal of a person who makes slanderous, profane, or threatening remarks or other disorderly conduct that disrupts the meeting.

Additionally, legislative bodies can adopt reasonable regulations to ensure that people can address a legislative body on any item of interest to the public. However, the legislative body may not prohibit public criticism of its policies, procedures, programs, or services.

City officials and their attorneys may want to consider — should a situation call for it — whether they want to remove disruptive individuals pursuant to a rule adopted under existing statutory and case law or follow the new SB 1100 process.

Future Brown Act changes

Cal Cities will continue to push for sensible Brown Act modernization that balances local flexibility, transparency, and public accessibility, such as this year’s [AB 1944 \(Lee\)](#). Although the measure ultimately failed, it would have given local governments the flexibility needed to operate effectively in a world that is increasingly dependent on the internet while also increasing access to public meetings.

For questions or to provide comment regarding potential Brown Act legislation, please contact [Legislative Affairs Lobbyist Johnnie Pina](#). For more Brown Act guidance please refer to the League of California Cities’ [Open & Public V: A Guide to the Ralph M. Brown Act](#), *Sierra Watch v. Placer County*, Government Code section 36813 *White v. City of Norwalk*, *Acosta v. City of Costa Mesa*, Penal Code section 403, Government Code section 54957.9, *Kindt v. Santa Monica Rent Control Board*, and Government Code section 54954.3(b)(1).

December 21, 2022 | [Administration, Cities, Local Government, State Government Affairs](#)

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