

AGENDA

Regular Meeting of the Bradbury City Council
To be held on Tuesday, October 17, 2023
Closed Session Immediately Following
at the Bradbury Civic Center
600 Winston Avenue, Bradbury, CA 91008

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 Barakat, Mayor Pro Tem Hale, Councilmembers Lathrop, Lewis & 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.

1. 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, 8:30am - 5:00pm, 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 special assistance is needed, please call the City Manager's Office (626.358.3218) 48 hours prior to the scheduled meeting.

2. 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 "to waive the reading and adopt."

- A. Minutes: Regular Meeting, Tuesday, September 19, 2023.
- B. Monthly Investment Report for the month of September 2023
- C. Resolution No. 23-20. Demands & Warrants for October 17, 2023.
- D. Ordinance No. 386: An Ordinance of the City Council of the City of Bradbury, California, Repealing and Readopting Chapter 9.29 of the Bradbury Municipal Code Relating to Reasonable Accommodations Policy and Procedures and Finding the Ordinance to be Exempt Pursuant to the Common Sense Exemption of CEQA Guidelines Section 15061(b)(3)
- E. Ordinance No. 387: An Ordinance of the City Council of the City of Bradbury, California, Adopting Chapter 9.30 of the Bradbury Municipal Code Relating to Density Bonus Laws and Finding the Ordinance to be Exempt Pursuant to the Common Sense Exemption of CEQA Guidelines Section 15061(b)(3)
- F. Ordinance No. 388: An Ordinance of the City Council of the City of Bradbury, California, Amending the Bradbury Municipal Code Relating to Secondary Living Quarters and Finding the Ordinance to be Exempt Pursuant to the Common Sense Exemption of CEQA Guidelines Section 15061(b)3), CEQA Guidelines Section 15282(h), and Government Code Section 65852.21

3. PRESENTATION – SOUTHERN CALIFORNIA EDISON'S RECAP OF WORK ON WOODLYN LANE

Southern California Edison will be present to recap their recent work on Woodlyn Lane.

4. PRESENTATION - SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS

The SGVCOG Staff will be providing updates on the SGVCOG programs, accomplishments and goals for the upcoming year.

5. PRESENTATION – AN UPDATE BY CALIFORNIA AMERICAN WATER ON THE LEMON AVENUE RESERVOIR

California American Water has been working toward the retirement of the Lemon Avenue Reservoir site, and the draft plans are now close to finalization. It is recommended that the City Council review the draft plans and provide any feedback.

CC Regular Meeting

6. FISCAL YEAR 2021-2022 ANNUAL FINANCIAL AUDIT REPORT

The City of Bradbury, per local and State law, must complete an annual audit of its financial activities. An independent audit was completed, and several internal control findings were reported. During the presentation of this item, Staff will be responding to these conditions and providing future resolutions. It is recommended the City Council receive and file the Annual Financial Report as presented.

7. AWARD OF BID FOR HAZARD MITIGATION PLAN

1

The Federal Emergency Management Agency (FEMA) and the California Governor's Office of Emergency Services (Cal OES) requires local municipalities to prepare, adopt, maintain, and update (every 5-years) an approved Local Hazard Mitigation Plan (LHMP). A LHMP is the process of assessing vulnerabilities, risk, strategies for risk reduction, and assigning parties to carry out appropriate action. Furthermore, without an LHMP, the City of Bradbury (City) is ineligible to receive FEMA grant funds in the case of a disaster. The City is due for an update and recommends that the City Council approve a Professional Services Agreement with Atlas Planning Solutions for \$42,980 to update the City's LHMP.

8. DISCUSSION ON FUNDING PROJECT(S) WITH ANNUAL ALLOCATION OF CAL RECYCLE FUNDS

The City of Bradbury currently has a restricted fund of \$9,818 from Cal Recycle, the State agency responsible for managing and promoting recycling and waste reduction efforts throughout California. It is recommended that the City Council direct Staff on how to proceed with expensing these restricted funds.

9. DISCUSSION ON BRADBURY NIGHT OUT

This item prompts a discussion on changing the date of Bradbury Night Out (BNO). After an analysis by City Staff, it is recommended that the City Council elect to change the date of BNO to mid-late June moving forward.

10. DISCUSSION ON LAW ENFORCEMENT SERVICES

This item prompts a discussion on the City of Bradbury's law enforcement services. It is recommended that the City Council direct Staff on how to proceed.

10. MATTERS FROM THE CITY MANAGER

11. MATTERS FROM THE CITY ATTORNEY

12. MATTERS FROM THE CITY COUNCIL

Mayor Barakat

LA County Sanitation Districts

LA County City Selection Committee

Director of Bradbury Disaster Committee

So. California Joint Powers Insurance Authority

Mayor Pro Tem Hale

Councilmember Lathrop

League of California Cities

Duarte Community Education Council (CEC)

Councilmember Bruny

Area "D" Office of Disaster Management Duarte Education Foundation Foothill Transit

Councilmember Lewis

13. 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)

Grow Monrovia v. City of Bradbury - L.A. Superior Court Case No. 23STCP00128

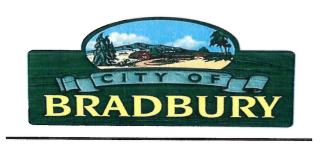
REPORT FROM CLOSED SESSION

ADJOURNMENT:

The City Council will adjourn to a Regular Meeting at the Bradbury Civic Center, 600 Winston Avenue, Bradbury, CA 91008 on Tuesday, November 21, 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, City Clerk, hereby certify that I caused this agenda to be posted at the Bradbury City Hall entrance gate by 5:00pm on Friday, October 13, 2023."

Diane Jensen	
City Clerk – City of Bradbury	



REGULAR MEETING MINUTES

Regular Meeting of the City of Bradbury City Council Tuesday, September 19, 2023 Bradbury Civic Center

CALL TO ORDER – The Regular Meeting of the City Council of the City of Bradbury was called to order by Mayor Barakat at 7:00pm followed by the Pledge of Allegiance lead by Councilmember Lewis.

ROLL CALL -

PRESENT:

Mayor Barakat, Mayor Pro Tem Hale, Councilmembers Lathrop, Bruny & Lewis.

ABSENT:

None.

STAFF:

City Manager Kearney, City Clerk Jensen, Management Analyst Flores, City

Planner Kasama, City Attorney Reisman and Assistant City Attorney Kranitz.

APPROVAL OF AGENDA: Mayor Pro Tem Hale <u>made a motion to approve the new agenda</u> <u>with Councilmember Lewis seconding that motion. Without any objections, the Council proceeded with the City of Bradbury business.</u>

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 he was not aware of any potential conflicts.

1. Public Comment - No Members of the Public in Attendance.

ACTION ITEMS*

2. Consent Calendar Approval <u>Before voting on the approval of the Consent Calendar, City Manager Kearney reported the Direct Deposit Payroll for City Manager in the September 19, 2023 Demands & Warrants should be \$15,833.33 and not \$18,533.33. The totals for the page are correct; however, and based upon the correct figure of \$15,833.33. Mayor Pro Tem Hale approved the newly clarified section and Councilmember Bruny seconded the approval.</u>

City Council Minutes

- A. Minutes: Regular Meeting, Tuesday, August 15, 2023.
- B. Resolution No. 23-18: Demands & Warrants for September 19, 2023.
- C. Monthly Investment Report for the Month of August 2023.

It was moved to approve the Consent Calendar by Mayor Pro Tem Hale with Mayor Barakat seconding that motion. Motion passed 5:0.

AYES: Mayor Barakat, Mayor Pro Tem Hale and Councilmembers Lathrop, Bruny &

Lewis.

NOES: None. ABSENT: None.

3. Presentation – Citrus College

Citrus College Trustee Mary Ann Lutz and Superintendent Dr. Greg Schu'tz explained since opening in 1915 to present day, Citrus College has providing educations to over 200K residents from Pasadena to Claremont. They announced the new "First time student (any age) = Two Years Free Tuition" program and how they awarded approximately 1890 degrees and 2200 certificates in the fields of science, business management, criminal justice, cosmetology, diesel tech, real estate and vocational nursing. Lastly, the Council was invited to visit their popular Theatre of Performing Arts and attend the next monthly "Workforce Development Tour" on October 20, 2023.

4. Authorization to extend the Lemon Avenue Trail Improvements around 1550 Lemon Avenue on Winston Avenue.

Engineer Dave Gilbertson of RKA explained that extending the current Lemon Avenue trail plans about 130' South of the Winston/Lemon intersection around the front of 1550 Lemon Avenue actually creates a safer ingress/egress point by providing greater visibility especially during the dark hours. The extension would also include an ADA ramp and a sign announcing the trail. The area around 1550 Lemon is not wide enough for the trail so an additional 3' pedestrian easement is required from the 1550 Lemon property. In exchange for this easement, the City agrees to reconstruct the "drive approach" area only on their driveway. The additional costs for these changes are \$24,500.00 bringing total costs to \$262,699.47.

Mayor Pro Tem Hale made motion to approve the trail extension, the additional costs associated with the extension, issuing a change order to the contractor doing the work or SDC Engineering and approving the Pedestrian Easement Agreement with 1550 Lemon Avenue. Councilperson Bruny seconded the motion which the Council passed unanimously with a 5:0 vote.

City Council Minutes September 19, 2023

5. Urgency Ordinance No. 385U and Regular Ordinance 387: Density Bonus Ordinances and Finding that Adoptions are Exempt from CEQA Under the Common Sense Exemption.

The State Density Bonus Law enables developers to have greater density than what the local zoning laws allow provided that affordable housing is included in the development. This Ordinance also provides for waivers of local development regulations as incentives for developers to provide affordable housing. The City does not have any density bonus provisions so the proposed Ordinance will help bring the City into compliance with State Law. Because the Density Bonus Law is subject to frequent amendments, the proposed Ordinance is to adopt the State law by reference which means the City will not have to amend its Ordinance every time the State makes an amendment. The Planning Commission considered the proposed regular Ordinance at its August 23rd meeting and adopted Resolution No. PC. 23-312 which recommends approval and adoption by City Council of the Urgency Ordinance No. 385U effective immediately and the regular Ordinance No. 387 to be introduced with a second reading and adoption scheduled for the next regular meeting on October 17, 2023.

Mayor Barakat opened and subsequently closed the Public Hearing due to no one from the public being present.

Councilmember Lathrop made a motion to approve the emergency Ordinance 385U with Councilmember Bruny seconding the motion. Because the vote requires a vote of 4:5, a roll call vote was performed. All councilmembers including the mayor passed the motion 5:0.

The regular Ordinance 387 was introduced by a motion from Mayor Pro Tem Hale and seconded by Councilmember Bruny. The motion passed unanimously with a 5:0 vote. It was scheduled for a second reading and adoption at the next regular meeting on October 17, 2023.

6. Ordinance No. 386: Reasonable Accommodations Policy and Procedures Ordinance No. 386 and Finding that Adoption is exempt from CEQA under the Common Sense Exemption.

<u>City Planner Kasama introduced Ordinance No. 386 to the Council. This ordinance requires local governments to make reasonable accommodations in land use and zoning regulations to reduce impediments to equal access to housing.</u>

Mayor Barakat opened and subsequently closed the Public Hearing due to no one from the public being present.

Ordinance 386 was introduced by a motion from Mayor Pro Tem Hale and seconded by Councilmember Bruny. The motion passed unanimously with a 5:0 vote. It is scheduled for a second reading and adoption at the next regular meeting on October 17, 2023.

7. Ordinance No. 388: Amendment to Chapter 85 of the Bradbury Municipal Code Relating to Secondary Living Quarters and SB 9 Units and Findings that the Ordinance is exempt from CEQA.

<u>Legislature has amended the laws relating to accessory dwelling units.</u> Ordinance No. 388 amends the Bradbury Code to reflect State laws and resolves an interplay between SB 9 units and ADUs.

City Council Minutes September 19, 2023

It is recommended that the City Council hold a public hearing, determine that Ordinance No. 388 is exempt under CEQA, introduce the Ordinance, and schedule the 2nd reading and adoption for the next regular meeting on October 17, 2023.

Mayor Barakat opened and subsequently closed the Public Hearing due to no one from the public being present.

Councilmember Lewis made a motion to introduce the Ordinance and schedule the 2nd reading and adoption for the next regular meeting on October 17, 2023. Councilmember Bruny seconded the motion which passed unanimously 5:0.

8. Discussion on Issuing Separate Addresses for Accessory Dwelling Units.

<u>State Law allows ADUs to have separate utilities outside from the main house. Utility companies; however, require separate addresses from the main house if two separate meters are used.</u>

As such, the City of Bradbury will use the "Letter A" behind the primary dwellings numerical portion of address. For example: 123A Main Street.

9. Approval of the JPA with LARA: Resolution No. 23-19 -

Management Analyst Flores explained how the City of Bradbury is one out of 18 members comprising the Los Angeles Regional Agency or "LARA" which is administered by the Joint Powers Agreement or "JPA." The JPA also helps cities comply with the State's recycling laws which are amended often. The recent adoption of SB 1383 requires the JPA to be amended and restated by the State to accommodate the necessary changes.

It is recommended that the City of Bradbury approve Resolution No. 23-19 which gives the City Manager the authorization to sign the revised JPA as amendments occur bypassing the need to bring before City Council each time there is an amendment.

Councilmember Lewis made the motion to approve Resolution No. 23-19 with Councilmember Bruny seconding the motion. The motion passed unanimously.

10. Discussion of the City's Investment Policy.

The City's Investment has gone through some change but nothing "structural." This is more of an update to current practices and what the City is doing. As the City Manager, City Treasurer and City Finance Director discussed the Policy, it became aware there was a large amount of money in the checking account and not only is it not making any money, but the FDIC does not insure above \$250K. It was discussed to release a large portion of this account and roll it into something like a CD or Treasury Bill which is insured, very liquid and interest earning. Some of the funds could be put into LAIF until the checking balance was \$250K.

Mayor Barakat suggested moving the Texas and BMW accounts into a 6-month account earning around 5.5%. The City Manager asked for formal approval to accomplish all of this after speaking with the City Treasurer. Mayor Pro Tem Hale made a motion giving formal approval and Councilmember Bruny seconded the motion. It passed unanimously 5:0.

11. Recap on Bradbury Night Out.

It was decided during last month's council meeting to revisit this topic to ensure all councilmembers have time to consider whether July is the best month to have the event. The end of July is one of the hottest months so the council will decide if changing the date to a month with traditionally less heat but still enough sunlight after 8:00pm so no one is walking in the dark which is unsafe.

The months of May, June and October were discussed but it was agreed to wait until the next regular meeting on October 17, 2023 to have a final vote.

12. Matters from the City Manager: None.13. Matters from the City Attorney: None.

14. Matters from the City Council:

Mayor Barakat: None

Mayor Pro Tem Hale: Prevent burglaries in Bradbury.

Increase City's fence Height from 6"

Fence around perimeter with wrought iron curved tops

Councilmember Lathrop Planning Commission and City Council Retreat.

Councilmember Bruny None
Councilmember Lewis None

15. Items for Future Agendas:

A. Using Monrovia Police services

B. SCE at next council meeting

C. Cal Recycle Program

CLOSED SESSION

RECESS TO CLOSED SESSION @ 8:11pm. Councilmembers, City Attorney Reisman and City Manager Kearney discussed the following:

A. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION Pending Litigation pursuant to Government Code sec. 54956.9, (d)(1)

Californians for Homeownership, Inc. v. City of Bradbury - L.A. Superior Court Case No. 22STCP01381

B. 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

C. PENDING LITIGATION

Pending Litigation pursuant to Government Code Section 54956.9 (d)(3) (Based on existing facts and circumstances, the legislative body of the local agency is meeting only to decide whether a closed session is authorized pursuant to paragraph (d) (2). (1 potential case).

City Council Minutes September 19, 2023

D. PENDING LITIGATION

Pending Litigation pursuant to Government Code Section 54956.9 (d)(2) A point has been reached where, in the opinion of the legislative body of the local agency on the advice of its legal counsel, based on existing facts and circumstances, there is a significant exposure to litigation against the local agency. (1 potential case)

E. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Government Code Section 54957 (b)(4); Title: Building & Safety

F. EMPLOYEE DISCIPLINE

Consideration of employee discipline pursuant to Government Code section 54957.1(a)(5) (City Manager)

REPORT FROM CLOSED SESSION: At 8:50pm, Closed Session ended – City Attorney Reisman reported session was "informative only" and no formal votes taken.

ADJOURNMENT At 8:52 pm, Mayor Barakat moved to adjourn the meeting and Councilmember Lathrop seconded the motion. The Regular City Council Meeting was adjourned to Bradbury Civic Center, 600 Winston Avenue, Bradbury, CA 91008 on Tuesday, October 17, 2023 at 7:00pm.

SIGNED BY:		
MAYOR RICHARD BARAKAT City of Bradbury	DATE	
ATTEST:		
CITY CLERK DIANE JENSEN City of Bradbury	DATE	

City Council Minutes September 19, 2023

Monthly Investment Report for the month of September 2023 City of Bradbury

CASH ON DEPOSIT BY ACCOUNT

Total [Salal Credit Union Seattle Wash	BMW Bank of NA	Texas Exchange Bank Crowley CD	Metro Credit Union		Local Agency Investment Fund (LAIF)	Investments:		Wells Fargo Bank - General Checking	Bank Accounts:
\$ 5,848,113.04			()	\$ 248,000.00	\$ 249,000.00	\$ 243,000.00		\$ 3,423,775.19			\$ 1,684,337.85	Amount
house of			09.29.2023	12.10.2024	07.09.2024	07.26.2023		n/a			n/a	Maturity
			4.20%	0.90%	0.50%	5.55%		3.35%	All the same in the same than the same in		0%	Interest Rate
Total	Measure W Fund (213) COPS Fund (215) County Park Grant Fund (217) CWPP Grant Fund (219) ARPA Fund (220)	STPL Fund (208) Recycling Grant Fund (209) SB 1383 Organic Waste Recyclying(209) Measure R Fund (210) Measure M Fund (212)	Sewer Fund (206)	TDA Fund (205)	Prop C Fund (204)		Gas Tax Fund (200) SB 1 Gas Tax Fund (201)	Technology Fee Fund (113)	Deposits Fund (103) Long Term Planning Fee Fund (112)	Utility Users Tax Fund (102)	General Fund (101)	Funds

_
Ç
➣
ín
왚
_
00
INVES
4
≤
П
co
Ľ
-
S
т
Z
7
(,
2
\simeq
_
_
×
ш
Ų
DEPOSIT
ČΩ
⋍
-
m
œ
_
FUNC
=
<u> </u>
U

Stecycling Grant Fund (209) \$2,017.12 SB 1383 Organic Waste Recyclying(209) \$20,103.00 Measure R Fund (210) \$67,179.20

\$ 5,848,113.04

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:

City Manager Kevin Kearney Date City Treasurer Laurie Stiver Date

Revenues

Acct. Number	Account Description	2022-23 Budget	2022-2 YTD @ 06/3		2023-24 Budget		3-24 9/30/2023
General Fund:							
101-00-4000	Operating Transfers In	_	_	#DIV/0!	-	_	#DIV/0!
101-00-4010	Property Tax-Current Secured	490,000	494,100	101%	490,000	8,115	2%
101-00-4030	Property Tax-Current Unsecured	20,000	18,069	90%	22,000	20,307	92%
101-00-4050	Property Tax Prior Year	-		#DIV/0!		-	#DIV/0!
101-00-4060	Public Safety Augmentation F	11,000	12,419	113%	12,300	3,382	27%
101-00-4070	Delinquent Taxes	9,000	10,043	112%	9,000	-	0%
101-00-4100	Sales & Use Tax	3,500	2,679	77%	2,500	185	7%
101-00-4110	Franchise Fee-Cable TV	20,000	18,640	93%	18,500	4,553	25%
101-00-4111	PEG Fees	-	3,737		3,750	911	24%
101-00-4120	Franchise Fee-SC Edison	20,000	23,934	120%	25,000	-	0%
101-00-4130	Franchise Fee-SC Refuse	25,000	32,866	131%	38,000	10,058	26%
101-00-4140	Franchise Fee-SC Gas Co.	3,500	4,518	129%	5,000	-	0%
101-00-4150 101-00-4160	Franchise Fee-Cal Am Water AB939 Refuse Admin. Fee	50,000	45,469	91%	46,000	-	0%
101-00-4190	Real Property Transfer Tax	10,000	40.404	0%	20,000	4.050	0%
101-00-4190	Motor Vehicle In-Lieu	35,000	40,184	115%	35,000	1,359	4%
101-00-4210	Dist & Bail Forfeiture	145,000 400	152,883 509	105% 127%	145,000	107	0%
101-00-4220	Fines-City	2,500	18,343	734%	400 2,500	107	27% 0%
101-00-4350	Business License	29,000	30,721	106%	29,000	6,587	23%
101-00-4360	Movie & TV Permits	15,000	32,960	220%	15,000	-	0%
101-00-4370	Bedroom License Fee	6,500	46,350	713%	6,500	_	0%
101-00-4410	Variances & CUPs	1,635	3,269	200%	1,635	_	0%
101-00-4420	Lot Line Adjustment/Zone Changes	3,800	-	0%	1,500	_	0%
101-00-4440	Subdivisions/Lot Splits	4,800	_	0%	1,500	_	0%
101-00-4460	Planning Dept. Review	36,000	28,864	80%	36,000	1,655	5%
101-00-4470	Building Construction Permit	100,000	143,770	144%	150,000	22,047	15%
101-00-4480	Building Plan Check Fees	100,000	37,569	38%	100,000	4,481	4%
101-00-4485	Landscape Plan Check Permit	10,000	4,168	42%	10,000	1,160	12%
101-00-4490	Green Code Compliance	25,000	16,142	65%	25,000	1,021	4%
101-00-4500	Civic Center Rental Fee	900	_	0%	900	900	100%
101-00-4530	Environmental & Other Fees	2,500	1,854	74%	2,500	-	0%
101-00-4540	City Engineering Plan Check	90,000	71,569	80%	70,000	20,206	29%
101-00-4600	Interest Income	12,000	90,418	753%	45,000	11,839	26%
101-00-4700	Sales of Maps & Publications			#DIV/0!	10	-	0%
101-00-4800	Other Revenue	-	39,931	#DIV/0!		-	#DIV/0!
101-00-4850	Cal-Am Loan Repayment	4,500	4,820	107%	4,500	-	0%
101-00-4900	Reimbursements	15,000	34	0%	5,000	-	0%
101-00-4920	Sale of Prop. A Funds	-	-	#DIV/0!		<u>-</u>	#DIV/0!
101-20-4260	Housing Element Grant Reimbursement	-	-	#DIV/0!		42,768	#DIV/0!
101-23-4950	Vacant Property Registry Fee	-	-	#DIV/0!			#DIV/0!
101-24-4610	Donations Total Canada Fund Barrana	- 4 004 505	- 4 400 000	#DIV/0!	4 070 005	500	#DIV/0!
	Total General Fund Revenues	1,301,535	1,430,939	110%	1,378,995	162,141	12%
Utility Users Ta	x Fund:						
102-00-4600	Interest	12,000	4,080	34%	12,000		0%
102-00-4830	Electric	12,000	4,000	#DIV/0!	12,000	-	#DIV/0!
102 00 1000		12,000	4,082	34%	12,000	-	0%
Deposits Fund:		12,000		3470	12,000		076
103-00-2039	Chadwick Ranch Development	60,000	_	0%		_	#DIV/0!
103-00-2040	1901 Royal Oaks Dr. North	55,566	-	#DIV/0!		20,000	#DIV/0!
	··· y ······	60,000		#DIV/0!		20,000	#DIV/0!
		20,000		11701			# DIV/O:
Long Term Plan							
112-00-4490	Long-Term Planning Fee	7,500	1,921	26%	3,500	736	21%
112-00-4600	LTP Fee Interest Income	125	52	42%	125	-	0%
		7,625	1,973	26%	3,625	736	20%

Revenues

Acct. Number	Account Description	2022-23 Budget	2022-23 YTD @ 06/30/2023		2023-24 Budget		
Technology Fo	ee Fund:						
113-00-4520	Technology Fee	17,500	11,688	67%	10,000	1,198	12%
113-00-4600	Technology Fee Interest Income	550	103	19%	550	1,190	0%
	3 ,	18,050	11,791	65%	10,550	1,198	11%
Gas Tax Fund	:						
200-00-4600	Interest	250	10	4%	250	_	0%
200-48-4260	Gas Tax	28,250	29,638	105%	28,250	13,525	48%
		28,500	29,648	104%	28,500	13,525	47%
SB1 Gas Tax I							
201-00-4260	Gas Tax	19,700	18,863	96%	19,700	3,777	19%
201-00-4600	Gas Tax Interest	750	70	9%	750	_	0%
		20,450	18,933	93%	20,450	3,777	18%
Prop. A Fund:							
203-40-4260	Prop. A Transit Funds	22,000	27,468	125%	22,000	6,183	28%
203-00-4600	Prop. A Transit Interest	600	287	48%	600	-	0%
		22,600	27,755	123%	22,600	6,183	27%
Prop. C Fund:	D 05 1						
204-48-4260 204-48-4600	Prop. C Funds	18,000	22,784	127%	18,000	5,133	29%
204-40-4000	Prop. C Interest	350	173	49%	350		0%
		18,350	22,957	125%	18,350	5,133	28%
	n Development Act Fund:						
205-48-4260	TDA Funds	5,000	4,587	92%	5,000	413	8%
205-48-4600	TDA Interest	30		0%	30	•	0%
		5,030	4,587	91%	5,030	413	8%
Sewer Fund:							
206-00-4000	Transfers In	-		#DIV/0!	_	73,161	#DIV/0!
206-50-4600	Sewer Fund Interest	10,000	4	0%		-	#DIV/0!
206-50-4606	Winston Ave. Assessment	74,423	73,161	98%		_	#DIV/0!
		84,423	73,165	87%	-	73,161	#DIV/0!
STPL Fund:							
208-00-4600	STPL Interest	20	7	35%	20	_	0%
		20	7	35%	20		0%
Degraling Cra	m4 F m al.					·*· · · · · · · · · · · · · · · · · · ·	
Recycling Grain 209-00-4260	Recycling Grant Funds	5,000	5,000	100%	5,000	_	0%
209-00-4600	Recycling Grant Interest	150	206	137%	150	_	0%
	, ,	5,150	5,206	101%	5,150	-	0%
Measure R Fur							
210-48-4260	Measure R Funds	13,500	17,083	127%	13,500	2,651	20%
210-00-4600	Measure R Interest	1,200	527	44%	400	-	0%
		14,700	17,610	120%	13,900	2,651	19%
Measure M Fui	nd						
212-48-4260	Measure M Funds	16,000	19,324	121%	16,000	2,651	17%
212-00-4600	Measure M Interest	800	487	61%	400	2,001	0%
		16,800	19,811	118%	16,400	2,651	16%
Measure W Fu	nd						
213-48-4260	Measure W Funds	50,506	76,454	151%	50,506		0%
213-48-4600	Measure W Interest	1,000	10,404	0%	50,506		#DIV/0!
		51,506	76,454	148%	50,506	-	0%

Revenues

Acct. Number	Account Description	on	2022-23 Budget	2022-23 YTD @ 06/30/2023		2023-24 2023 Budget				3-24 9/30/2023
Citizen's Optio	n for Public Safety (COPS) Fund:			@ 00.0	0.2020	Buuget	11000	JI JOI LULU		
215-23-4260	COPs Funds		100,000	224,440	224%	100,000		0%		
215-00-4600	COPs Interest		5,500	3,221	59%	2,200		0%		
			105,500	227,661	216%	102,200	_	0%		
County Park G	rant:									
217-00-4210	County Park Grant		-	-	#DIV/0!	-		#DIV/0!		
217-00-4600	Grant Fund Interest Income		650	64	10%	650		0%		
			650	64	10%	650	-	0%		
Fire Safe Grant	::									
219-00-4260	Community Wildfire Protection Plan		5,000	8,819	176%			#DIV/0!		
219-00-4600	Fire Safe Grant Interest Income		50	104	208%			#DIV/0!		
			5,050	8,923	177%	-	-	#DIV/0!		
ARPA Fund:										
220-00-4215	ARPA Revenues		175,000	-	0%			#DIV/0!		
220-00-4600	Interest Income		1,200	427	36%			#DIV/0!		
			176,200	427	0%	-	_	#DIV/0!		
		Total Revenues	1,954,139	1,981,993	101%	1,688,926	291,569	17%		

	Account Description	2022-23 Budget	2022 YTD @ 06		2023-24 Budget		3-24 9/30/2023
General Fund:							
City Council	Division:						
101-11-6100		14,000	10,994	79%	14 000	10 621	000/
101-11-6110		400	265	66%	14,000 400	12,631	90%
	Community Support (homelessness)	4,000	3,600	90%	4,000	-	0%
107 11 0000	community capport (nomeleconess)	18,400	14,859	81%	18,400	12,631	0% 69%
City Manage	r Division:	10,100	14,000	0170	10,400	12,001	0976
101-12-5010		150,000	153,333	102%	157,650	35,000	22%
101-12-5100		58,099	60,662	102%	62,197	34,720	56%
101-12-6020		5,000	4,475	90%	5,000	2,150	43%
101-12-6025	-	1,500	320	21%	1,500	343	23%
101-12-6050	•	1,000	1,098	110%	1,000	384	38%
101-12-6440		900	975	108%	900	475	53%
		216,499	220,863	102%	228,247	73,072	32%
City Clerk Di	vision:	,,,,,,	220,000	10270	220,211	70,072	0270
101-13-5010	Salaries	72,695	107,695	148%	73,570	20,476	28%
101-13-5100	Benefits	29,359	39,992	136%	21,267	7,027	33%
101-13-6020	Meetings & Conferences	· -	689	#DIV/0!	1,500	438	29%
101-13-6050		100	52	52%	500	_	0%
101-13-6210	Special Department Supplies	500	-	0%	500	_	0%
101-13-6220		600	-	0%	600	_	0%
101-13-6225	Codification	3,500	2,916	83%	3,500	2,162	62%
Finance Divi	sion:	106,754	151,344	142%	102,437	30,103	29%
101-14-5010		25.000	40.040	700/	00.500	4.500	000/
101-14-5100		25,000	19,646	79%	22,500	4,522	20%
	Special Department Supplies	500	400	#DIV/0!	-	-	#DIV/0!
	Contracted Computer Services	500	420	84%	500	-	0%
	Contracted Computer Services Contracted Banking Services	1,500	2 507	0%	1,500	1,281	85%
	Contracted Audit Services	4,000	3,597	90%	4,000	1,742	44%
	GASB Reports	17,000	17,510	103%	17,500	8,035	46%
101-14-7040	C/OB Reports	1,000 49,000	700 41,873	70%	1,000	700	70%
City Attorney	/ Division:	49,000	41,073	85%	47,000	16,280	35%
	City Attorney-Planning	10,000	8,383	84%	10,000	6,070	610/
	City Attorney Retainer	34,800	31,900	92%	34,800	17,971	61% 52%
	City Attorney Special Service	2,000	34,721	1736%	25,000	10,691	43%
	Development Code Update	7,000	3,245	46%	7,000		31%
	Seminars & Training	1,000	385	39%	1,000	2,145 -	0%
	City Attorney-Code Enforcement	2,000	1,238	62%	1,000	314	31%
		56,800	79,872	141%	68,800	37,191	54%
General Gove	ernment Division:	00,000	10,072	17170	00,000	57,151	3470
101-16-5010		60,331	67,321	112%	60,331	10,588	18%
101-16-5100		21,297	16,936	80%	21,297	2,943	14%
	Seminars & Training	1,000	.0,000	0%	1,000	667	67%
	Meetings & Conferences	1,000	35	4%	1,000	-	0%
	Transportation & Lodging	1,000	-	0%	1,000	_	0%
101-16-6050		400	_	0%	400	_	0%
101-16-6120	•	400	704	176%	400	1,948	487%
101-16-6200	-	2,000	5,224	261%	4,500	1,346	31%
	Special Departmental Supplies	16,100	-	0%	1,500	1,000	0%
	Computer & Website Services	4,000	12,136	303%	5,000	4,180	84%
	PERS UAL Payment	12,920	12,130	97%	12,920	10,918	85%
	PERS Replacement Benefit Contribution	3,000	2,858	95%	3,000	10,510	0%
	PERS SSA 218 Annual Fee	200	2,030	0%	200		0%
	Copier & Duplications	-		#DIV/0!		75	#DIV/0!
	•		.,			. 5	

	Account Description	2022-23 Budget	2022- YTD @ 06/		2023-24 Budget		3-24 9/30/2023
101 16 6200	Inquironos	40.000	40.000	4.07704			
101-16-6300 101-16-6400	Insurance	40,000	42,609	107%	57,000	53,762	94%
	Utilities	5,500	10,197	185%	8,000	4,241	53%
101-16-6440		2,000	2,210	111%	2,000	815	41%
101-16-6450	• .	2,000	439	22%	1,000	1,962	196%
101-16-6460	•	4,000	5,836	146%	4,000	2,680	67%
101-16-6470	Maintenance & Supplies	1,000	2,536	254%	4,500	919	20%
101-16-7435	Redistricting	-	743	#DIV/0!	-	59	#DIV/0!
101-16-6415	Street Signs	10,000	402 222	0%	10,000	07.440	0%
Engineering	Division:	188,148	183,322	97%	199,048	97,143	49%
	Contracted Engineering Services	80,000	62,325	78%	70.000	10.540	400/
101-10-1200	Contracted Engineering Cervices	80,000	62,325	78%	70,000 70,000	12,542 12,542	18% 18%
Planning, Zo	ning & Development Division:	00,000	02,020	7070	70,000	12,342	1070
101-20-6020	Meetings & Conferences		_		100		
101-20-6120	=	300	-	0%	300	-	0%
	Special Department Supplies	300	-	0%	300	-	
	Environmental Filing Fees	-	_	#DIV/0!	-	_	0% #DIV/0!
	City Planner Retainer	46,800	31,200	#DIV/0!			
	Contracted Building & Safety	90,000	82,800	92%	46,800	19,500	42%
101-20-7240		10,000		92% 88%	100,000	10,313	10%
101-20-7245	General Plan update	·	8,828		15,000	6,876	46%
101-20-7245	Development Code Update	15,000	82,903	553%	20,000	20,404	102%
101-20-7075	Development Gode Opdate	162 400	205 724	#DIV/0!	400.500	- -	#DIV/0!
Parks & Land	scape Maintenance Division:	162,400	205,731	127%	182,500	57,093	31%
	Royal Oaks Trail Maintenance	40.000	44.000	4.400/	40.000	= 004	
	-	10,000	14,232	142%	10,000	5,231	52%
101-21-7020	•	7,500	4,836	64%	7,500	2,460	33%
	Trail Maintenance	10,000	8,978	90%	10,000	-	0%
101-21-7035	Mt.Olive Entrance & Trail	12,000	6,831	57%	12,000	3,677	31%
	Lemon/RO Horse Trail	7,000	1,651	24%	7,000	782	11%
101-21-7000	Street Tree Trimming	15,000	8,245	55%	5,000	- 40.450	0%
Public Safety	Division:	61,500	44,773	73%	51,500	12,150	24%
	Special Departmental Services	50	50	4040/	50		00/
	Hazard Mitigation Plan Update	50	52	104%	50	1	2%
	Contract Services Sheriff	120 000	407.005	0.40/	15,000	40.000	0%
	City Hall Security	128,000	107,295	84%	139,463	43,839	31%
	Code Enforcement	3,500	2,976	85%	3,500	1,101	31%
	AED Purchase	1,500	1,549	103%	1,500	318	21%
101-23-7737	ALD Fulcilase	133,050	111 070	#DIV/0!	150 F12	45.050	#DIV/0!
Emergency P	reparedness Division:	133,030	111,872	84%	159,513	45,259	28%
	Seminars & Training	100	44	4.40/	100		00/
	Meetings & Conferences	500	27	44% 5%	100		0%
	Memberships & Dues	450	900		500	000	0%
	Events & Awards	200	900	200%	450	900	200%
	Maintenance & Supplies		1 645	0%	200	4 500	0%
	Civic Center Generator	5,000	1,615	32%	5,000	1,502	30%
101-24-0400	Civic Certier Generator	300	2 506	0%	300	1,752	584%
Animal & Pos	t Control Division:	6,550	2,586	39%	6,550	4,154	63%
	Animal Control Services	9 500	10 011	1970/	10 500	E 022	400/
	Pest Control Services	8,500 500	10,811	127%	10,500	5,032	48%
101-25-7010	1 35t Golden Gol vioco	500	40.044	0%	500	F 000	0%
Intergoverom	ental Relations Division:	9,000	10,811	120%	11,000	5,032	46%
_	Memberships & Dues	11 000	11 470	1040/	40.000	0.005	700/
101-30-0030	Monboralipa & Duca	<u>11,000</u> 11,000	11,479	104%	12,000	8,625	72%
		11,000	11,479	104%	12,000	8,625	72%

	Account Description E			2022-23 YTD @ 06/30/2023			3-24 9/30/2023
	General Fund Totals	1,099,101	1,141,710	104%	1,156,995	411,275	36%
Utility Users Ta	x Fund:						
102-15-7075	Development Code Update						
	NPDES Stormwater Compliance	1,600	11,729	733%	16,000	32,047	200%
	, i	1,600	11,729	733%	16,000	32,047	200%
Deposits Fund:							
103-00-2039		50,000	_	0%			#DIV/0!
	1901 Royal Oaks Dr. North	55,555	_	#DIV/0!			#DIV/0!
	, and the same state of the sa	50,000	-	0%	_		#DIV/0!
Long Term Pla	nning Fee Fund:	00,000		0 70			#DIVIO:
	General Plan Expense		_	#DIV/0!	_	_	#DIV/0!
	Serioral Flair Experios			#DIV/0!			#DIV/0!
	•			1101110.			#151770:
Technology Fe							
	Permit Digitizing	-	-	#DIV/0!		900	#DIV/0!
113-20-7730		5,000	1,800	36%	5,000		0%
	Non-Capitalized Equipment - Sonic Firewall				10,000		
113-20-8120	Capital Equipment-Server & Copier	12,000	10,770	90%	14,000	4,687	33%
		17,000	12,570	74%	29,000	5,587	19%
Gas Tax Fund:							
200-48-6400	Utilities-Select System	11,000	11,357	103%	10,500	3,310	32%
200-48-6410	Street Lights	11,000	11,124	101%	10,500	5,521	53%
200-48-7000	PW Contract Services	600	406	68%	600		0%
200-48-7290	Street Sweeping	4,000	3,651	91%	4,000		0%
200-48-7750	Wild Rose Project	6,430	605	9%	6,430		0%
		33,030	27,143	82%	32,030	8,831	28%
SB1 Gas Tax Fu	ınd:						
201-48-7750	Wild Rose Project	61,070	20,055	33%	28,070	10,327	37%
201-48-7755	City Wide Slurry Seal	·	•	#DIV/0!	•	,	#DIV/0!
	•	61,070	20,055	33%	28,070	10,327	37%
Prop. A Fund:	-						
203-00-7600	Sale of Prop. A Funds						
Dran C Fund	-	-	_	#DIV/0!	-	_	#DIV/0!
Prop. C Fund:	Momborphine & Duce	400		00/	400		201
204-20-6030	Memberships & Dues	400		0%	400		0%
204-40-7325	Transit Services	8,449	7,744	92%	8,449	3,520	42%
204-48-7745	Royal Oaks North Curb Extension	04.000	201		-		
204-48-7750	Wild Rose Project	21,220	604	000/	21,220	0.500	
Transportation	Davelanment Act Frends	30,069	8,348	28%	30,069	3,520	12%
205-48-7045	Development Act Fund:	F 000	0.50	470/			
		5,000	856	17%	4,000		0%
205-48-7720	•	-	-	#DIV/0!	-		#DIV/0!
	Royal Oaks & Mt. Olive Trail Rehab.	-	-	#DIV/0!	-		#DIV/0!
205-00-7760	Return of Funds	_		#DIV/0!			#DIV/0!
Sewer Fund:	-	5,000	856	#DIV/0!	4,000		#DIV/0!
	Mt Oliva Lana Causar Drainet			//D 1/01			
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!
	-	-	_	#DIV/0!			#DIV/0!
STPL Fund:	NACH I D D						
208-48-7750	Wild Rose Project	1,055	-	0%	1,055		0%
	-	1,055	-	0%	1,055	***	0%

Account Description		2022-23 Budget	2022- YTD @ 06/3		2023-24 Budget		3-24 9/30/2023
Recycling Gra	nt Fund:						
	Recycling Education	5,000	6,695	134%	5,000	_	0%
		5,000	6,695	1	5,000		
Measure R Fur	nd:		-1	**************************************	3,000	······································	
210-48-7750	Wild Rose Project	88,739	28,321	32%	82,739	7,571	9%
	-	88,739	28,321	32%	82,739	7,571	9%
Measure M Fun	d						
212-48-7750	Wild Rose Project	58,470	_	0%	93,470		0%
		58,470	-	0%	93,470	_	0%
Measure W Fur	nd					***************************************	
213-42-7630	NPDES Stormwater Compliance	50,506	47,537		50,506		
		50,506	47,537	94%	50,506	-	0%
Citizen's Optio	n for Public Safety (COPS) Fund:						
	Contract Services Sheriff			#DIV/0!			#DIV/0!
215-23-7411	Contract CSO Services & Supplies	55,000	124,884	227%	149,528		0%
	• •	55,000	124,884	227%	149,528	_	0%
County Park Gr	ant:		· · · · · · · · · · · · · · · · · · ·	···			
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:						
	Community Wildfire Protection Plan	5,000	1,885	38%			#DIV/0!
	Community Whather Followers Flam	5,000	1,885	38%		-	#DIV/0!
			1,000	3070		-	#DIVIU:
ARPA Fund:							
220-00-5000	Operating Transfers Out	132,500	_	0%			#DIV/0!
	ARPA Expenses	5,300	_	0%			#DIV/0!
	,	137,800	-	0%	_	***	#DIV/0!
	Total Expend	itures 1,699,440	1,431,733	84%	1,679,462	479,158	29%

RESOLUTION NO. 23-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, APPROVES THE DEMANDS & WARRANTS FOR CHECKS No. 17735 THROUGH No. 17759 AND APPROVING DEMANDS & WARRANTS FOR ACH and EFT TRANSMITTALS.

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 checks from said demands in the amount of \$53,215.37 on October 17, 2023 from the General Checking Account.

Check #	Vendor & Invoice #	Description	Subtotals	Totals
17735	Priority Landscape Inv# 15691	Oct. '23 Landscape Services: Bradbury Civic Center Acct. 101-21-7020 Royal Oaks Drive North Acct. 101-21-7015 Mount Olive Drive Acct. 101-21-7035 Lemon Trail Acct. 101-21-7045	232.01 446.16 597.33 156.32	1431.82
17736	Coverall Inv.#1527151425	Office Cleaning - Oct. '23 Acct.101.16.6460		394.00
17737	Suresh Malkani Sept 2023	Finance Director 23.75 hours Acct. 101.14.5010		4507.16
17738	Consensus Inv. # 2765978	E-Fax October '23 Acct. 101.16.6230		10.00
17739	Kevin Kearney	Monthly Cell Phone -Oct. '23 Acct. 101.12.6440		75.00
17740	SGVCMA Due Oct '23	Annual Dues - City Manager 07.01.23-06.30.2024 Acct. 101.30.6030		55.00

17741	US Bank Cust# 224	Safekeeping Fees Sept '23 Acct. 101-14-7010		33.00
17742	Jones and Mayer Invoice #'s:	Retainer Fees - includes 12 hrs.	3000.00	10005.00
	118483 118484	Acct. 101.15.7020 Total 1901 Royal Oaks Acct.103.00.2040	450.00	
	118485 118486	Total Code Enforcement Acct.101.15.7450	456.00	
	118487 118488	Total Grow Monrovia Acct. 101.15.7070	171.00	
		Total Lemon Trail Acct.101.15.7070	399.00	
		Total Zoning/General Plan Acct. 101.15.7070	5529.00	
17743	RKA Inv. # 33958R	Engineer & Development 9 '23		6919.50
		1901 Royal Oaks Drive Acct. 103.00.2040	367.50	
		City Engineering Services 368 Old Ranch Road 393 Old Ranch Road 11 Deodar Lane 409 Deodar Lane 406 Mt. Olive Lane 1390 Sharon Hill Acct 101.19.7230	6552.00	
17744	Burrtec Inv. #N011630979	Street Sweeping Sept '23 Acct. 213.42.7630 Measure W		\$338.92
17745	Cougar Mountain Inv. # 4892	8-hour Phone Training Acct. 101.14.6230		1250.00
17746	Collicutt Energy Job ID# 54825	Generator @ City Hall Battery Replaced 37 Gallons Fuel Acct. 101.24.6480	1000.95 553.86	1554.81
17747	RKA Consulting Inv.#33957	City Engineering Services Acc.t 101.19.7230		514.50

17748	RKA Consulting Inv.# 33982	Lemon Avenue Trail Acct.	4350.35
17749	RKA Consulting Inv.# 33959	NPDES Coordination Acct. 102.42.7630	230.00
17750	RKA Consulting Inv.# 33981	Bradbury/Wildrose St. Widening Acct. 210.48.7750 <i>SB1</i>	3300.00
17751	City of Monrovia Inv. #2400445	Transportation Services 09/23 Acct: 204.40.7325	704.07
17752	LA County Sheriff Inv.#240313EC	Law Enforcement Aug '23 Acct. 101-23-7410	11650.23
17753	Post Alarm Services Inv # 1622918	City Hall Fire Alarm October 23 Acct.101.23.7420	146.23
17754	Southern Calif Edison No. 8004572845	LS-1-ALLNITE (lights) Acct. 200-48-6410	1104.18
17755	United States Treasury 3rd Qtr.	Form 941-V Taxes	1401.05
17756	T-Mobile Inv#975204096-26	Internet (Hot Spot) Sept '23 Acct. 113-20-8120	25.00
17757	Pasadena Humane Society Inv#SEP2023Bradbury	Animal Control Sept '23 Acct. 101-25-7000	1012.28
17758	Mario Flores Aug – Oct 2023	Mileage Reimbursement Delivering PC Packets x 2 Purchasing envelopes / Walmart Picking up at Shaffer Awards To/From Printer- Business cards 33 miles total Acct. 101.16.6050	21.62

17759	US Bank Visa September 2023	September Statement 2023		2181.65
		CC – Kevin Kearney	<u>975.90</u>	
		Zoom Virtual Meetings	49.00	
		Acct 113.20.8120	15.00	
		Docusign	120.00	
		Acct. 101.16.6120		
		Omni La Costa-Conference	333.96	
		Acct. 101.12.6020		
		Staples-Copy Paper, Sharpener 101.16.6200	69.51	
		BJ's – City Manager lunch mtg 101.12.6020	39.02	
		Amazon – Toner for Copier Acct. 101.16.6250	363.41	
		Just Answer Acct. 101.16.6120	1.00	
	·	CC – Diane Jensen	994.97	
		Amazon -light flag pole, new	186.80	
		flag, label maker, envelopes,	100.00	
		Staples – box of copy paper	41.27	
		Amazon – Toilet Paper/paper	75.53	
		towels		
		Walmart – Dish Soap; bottled	86.21	
		water; hanging files; shelves		
		Amazon – 3-pack 3 ring binders	46.81	
		Smart and Final – Bug Sprays and birthday, Kevin	28.71	
		Amazon – Binder dividers and post its	32.51	
		Acct. 101.16.6020		
		American Water Bill	480.72	
		American Water Bill	16.41	
		Acct. 200.48.6400		
		CC- Mario Flores	<u>168.07</u>	
		Fedex – Business Cards	37.21	
		Walmart – Envelopes	33.86	
		Acct 101.16.6200		
		American Red Cross Training Acct. 101.16.6010	97.00	
		Total Checks Amo	unt: \$53,215	5.37

<u>Section 2.</u> That the demands as set forth hereinafter are approved and warrants authorized to be drawn for payroll and benefits from said demands in the amount of \$32,932.70 on October 17, 2023 from the General Checking Account.

DIRECT DEPOSIT – PAYROLL OCTOBER 2023

ACH	Kevin Kearney City Manager	Salary Acct. 101.12.5010 Withholdings Acct. 101.00.2011	\$15,833.33 - <u>\$4,250.37</u>	\$11,582.96
ACH	Diane Jensen City Clerk	Salary Acct. 101.13.5010 Withholdings Acct. 101.00.2011 PERS Pepra Acct: 101.13.5100	\$6,145.83 -\$1,581.67 <u>-\$476.30</u>	\$4,087.86
ACH	Mario Flores M. Analyst	Salary Acct. 101.16.5010 Withholdings Acct. 101.00.2011 PERS Pepra Acct: 101.16.5100	\$5,416.66 -\$1,287.89 <u>-\$419.80</u>	\$3,708.97

TOTAL: \$19,379.79

EFT	EDD – October 2023	State Tax SDI Acct. 101.00.2011	401.72 246.56	1648.28
EFT	PERS – October 2023	City Manager - Kearney Acct. 101.12.5100	2707.50	4491.60
		City Clerk - Jensen Acct. 101.13.5100	948.30	
		M. Analyst - Flores Acct. 101.16.5100	835.80	
EFT	IRS October 2023	Federal Tax Withholdings S. Security (employee) S. Security (City) Medicare (Employee) Medicare (City) Acct. 101-00-2011	\$3,529.85 \$1,544.57 \$1,544.57 \$397.23 <u>\$397.23</u>	7413.03

<u>Section 3.</u> That the demands as set forth hereinafter are approved and warrants authorized to be drawn for electronic funds transactions from said demands in the amount of \$4909.59 (EFT utility payments) on October17, 2023 from the General Checking Account.

ACH and ELECTRONIC FUND TRANSFER (EFT) UTILITIES - OCTOBER 2023

EFT	Cal American Water	1775 Woodlyn Lane	785.05
10.02.23	Conf# 11413125817	Acct. 200.48.6400	
EFT	Cal American Water	600 Winston Avenue	289.82
10.02.23	Conf# 1141316283	Acct. 101.16.6400	
EFT	Cal American Water	2256 Gardi Street	76.31
10.02.2023	Conf# 1141313909	Acct. 200.48.6400	
EFT	Cal American Water	2410 Mt. Olive Street	95.21
10.02.2023	Conf# 1141312187	Acct. 200.48.6400	
EFT	Cal American Water	301 Mt. Olive Street	224.49
10.02.2023	Conf# 1141320907	Acct. 200.48.6400	
EFT	So. Calif. Gas	600 Winston Ave. Oct '23	15.29
10.03.2023	Conf# 2760009	Acct. 101.16.6400	
EFT	Southern Calif. Edison	2298 Gardi Street	46.46
10.01.23	No. 8004395919	Acct. 200.48.6400	
EFT	Southern Calif. Edison	600 Winston City Hall	500.36
Due 10.11.2023	No. 8001919708	Acct. 101.16.6400	
EFT Due 10.23.2023	Southern Calif Edison No. 8004572845	600 Winston Ave. LS-1- AllInite Acct. 200.48.6400	1104.18
EFT	Charter Communications	Spectrum Internet Oct. '23	169.98
Due 10.10.2023	Inv. #0101050092323	Acct. 101.16.6230	
EFT Due 10.30.2023	Cal American Water	City Hall Account Acct 101.16.6400	471.14
EFT Due 10.30.2023	Cal American Water	1775 Woodlyn Lane Acct. 200.48.6400	1131.30

TOTAL EFT: \$4909.59

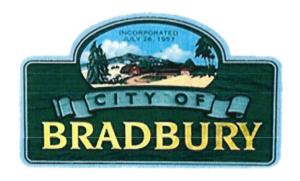
<u>Section 4.</u> That the demands as set forth hereinafter are approved and warrants authorized to be drawn for employee health benefit payments from said demands in the amount of \$3,920.76 (ACH benefit payments) on October 17, 2023 from the General Checking Account.

		Vision Insurance Oct. '23		108.39
		CM – Kearney (family) Acct. 101.12.5100	61.07	
ACH 10.04.2023	Vision Service VSP #818837063	CC – Jensen (single) Acct. 101.13.5100	23.66	
		MA – Flores (single) Acct. 101.16.5100	23.66	
		Life & ADD Oct. '23		28.95
4.611	T. 6. 1.1.	CM – Kearney Acct. 101.12.5100	9.65	
ACH 10.04.2023	The Standard Ins. #6430650001	CC – Jensen Acct. 101.13.5100	9.65	
		MA – Flores Acct. 101.16.5100	9.65	
	Delta Dental Inv.# BE005706442	Dental Insurance Oct. '23		206.34
A C. I.		CM – Kearney (family) Acct. 101.12.5100	124.86	
ACH 10.04.2023		CC – Jensen (single) Acct. 101.13.5100	40.74	
		MA – Flores Acct. 101.16.5100	40.74	
		Health Insurance Oct. '23		3577.08
EFT 10.03.2023	AETNA Conf.# 44969604	CM – Kearney (family) Acct. 101.12.5100	1784.23	
		CC – Jensen (single) Acct. 101.13.5100	954.49	
		MA – Flores (single) Acct. 101.16.5100	838.36	
		L		

TOTAL ACH: \$3,920.76

	DICHARD C DARAKAT MAYOR
	RICHARD G. BARAKAT, MAYOR CITY OF BRADBURY
ATTEST:	
"I, Diane Jensen, City Clerk, hereby certify that the foregoing Resolutury adopted by the City Council of the City of Bradbury, California, day of September 2023 by the following roll call vote:"	
AYES:	
NOES:	
ABSENT:	
	DIANE JENSEN, CITY CLERK CITY OF BRADBURY

.



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

City of Bradbury **Agenda Report**

TO: Honorable Mayor and Members of the City Council

FROM: Kevin Kearney, City Manager

DATE: October 17, 2023

SUBJECT: ORDINANCE NO. 386 - ADOPTION

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, REPEALING AND READOPTING CHAPTER 9.29 OF THE BRADBURY MUNICIPAL CODE RELATING TO REASONABLE ACCOMMODATIONS POLICY AND PROCEDURES AND FINDING THE ORDINANCE TO BE EXEMPT PURSUANT TO THE COMMON SENSE

EXEMPTION OF CEQA GUIDELINES SECTION 15061(b)(3)

Attachment: Ordinance No. 386

SUMMARY

As set forth in the Ordinance, both federal and state laws require local governments to make reasonable accommodations in land use and zoning regulations to reduce impediments to equal access to housing. The City Council held a public hearing at the September 19, 2023, regular meeting and introduced Ordinance No. 386. It is recommended that the City Council waive the reading in full, authorize the reading by title only, and adopt Ordinance No. 386.

BACKGROUND

In January 2019, the City adopted Ordinance No. 362 that included Reasonable Accommodation Procedures for Disabled Persons. The State Housing and Community Development Department (HCD) has noted that these procedures need to be updated as part of the City's 6th Cycle Housing Element to eliminate subjectivity in the requirements. Ordinance No. 386 updates the City's reasonable accommodations policy and procedures.

The Planning Commission held a public hearing at their August 23, 2023, regular meeting, and adopted Resolution No. PC 23-311, to recommend that the City Council adopt Ordinance, No. 386.

The City Council held a public hearing at the September 19, 2023, regular meeting and introduced Ordinance No. 386.

There will be no additional financial cost to the City as the Ordinance will implement what the City is already providing as required by State law.

CEQA

There is a common sense exemption to CEQA where it can be seen with certainty that the project will not have a significant effect on the environment. As the Ordinance gives no greater development rights than what is provided for under State law, it will not create any significant effects on the environment and a notice of exemption should be filed under CEQA Guidelines section 15061(b)(3).

RECOMMENDATION AND CITY COUNCIL ACTION

It is recommended that the City Council waive the reading in full, authorize the reading by title only, and adopt Ordinance No. 386:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, REPEALING AND READOPTING CHAPTER 9.29 OF THE BRADBURY MUNICIPAL CODE RELATING TO REASONABLE ACCOMMODATIONS POLICY AND PROCEDURES AND FINDING THE ORDINANCE TO BE EXEMPT PURSUANT TO THE COMMON SENSE EXEMPTION OF CEQA GUIDELINES SECTION 15061(b)(3)

Attachment

Ordinance No. 386

ATTACHMENT

ORDINANCE NO. 386

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, REPEALING AND READOPTING CHAPTER 9.29 OF THE BRADBURY MUNICIPAL CODE RELATING TO REASONABLE ACCOMMODATIONS POLICY AND PROCEDURES AND FINDING THE ORDINANCE TO BE EXEMPT PURSUANT TO THE COMMON SENSE EXEMPTION OF CEQA GUIDELINES SECTION 15061(b)(3)

ORDINANCE NO. 386

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, REPEALING AND READOPTING CHAPTER 9.29 OF THE BRADBURY MUNICIPAL CODE RELATING TO REASONABLE ACCOMMODATIONS POLICY AND PROCEDURES AND FINDING THE ORDINANCE TO BE EXEMPT PURSUANT TO THE COMMON SENSE EXEMPTION OF CEQA GUIDELINES SECTION 15061(b)(3)

WHEREAS, the federal Fair Housing Amendments Act of 1988 and California's Fair Employment and Housing Act impose an affirmative duty on local governments to make reasonable accommodation in their land use and zoning regulations and practices when necessary; and

WHEREAS, Fair Housing Laws include the "Fair Housing Amendments Act of 1988" (42 U.S.C. § 3601 et seq.), including reasonable accommodation required by 42 U.S.C. § 3604(f)(3)(B), and the "California Fair Employment and Housing Act" (California Government Code Section 12900 et seq.), including reasonable accommodation required specifically by California Government Code Sections 12927(c)(1) and 12955(l), as any of these statutory provisions now exist or may be amended from time to time; and

WHEREAS, the State Housing and Community Development Department (HCD) encourages cities to adopt written procedures for reasonable accommodation requests with respect to zoning regulations, permit processing, and building codes in light of the aforementioned laws and a city's affirmative duty to comply with fair housing laws; and

WHEREAS, one of HCD's comments on the City's 6th Cycle Housing Element related to the City's procedures and findings regarding reasonable accommodations; and

WHEREAS, the City shall provide a process for individuals with disabilities to make requests for, and be provided, reasonable accommodation, when reasonable accommodation is warranted based upon sufficient evidence, from the various City laws, rules, policies, practices and/or procedures of the City, including land use and zoning regulations; and

WHEREAS, it is the intent of this chapter that, notwithstanding time limits provided to perform specific functions, application review, decision making and appeals proceed expeditiously, especially where the request is time sensitive, so as to reduce impediments to equal access to housing; and

WHEREAS, the Planning Commission held a duly noticed public hearing on proposed Ordinance No. 386 on August 23, 2023, at which time it considered all evidence presented, both written and oral; and

WHEREAS, after the close of the public hearing the Planning Commission adopted Resolution No. PC 23-311 recommending that the City Council adopt the proposed Ordinance No. 386; and

WHEREAS, on September 19, 2023, the City Council held a duly noticed public hearing on proposed Ordinance No. 386 at which time it considered all evidence presented, both written and oral;

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

SECTION 1. FINDINGS.

- A. The City Council finds that adopting the changes set forth in this Ordinance represents good planning practices because it provides individuals with disabilities reasonable accommodation in rules, policies, practices, and procedures to ensure the equal access to housing and facilitate the development of housing for individuals with disabilities
- B. The City Council further finds that this Ordinance is consistent with the City's General Plan.

SECTION 2. Chapter 9.29 of the Bradbury Municipal Code is hereby repealed and a new Chapter 9.29 titled Reasonable Accommodations Policy and Procedures is hereby added to the Bradbury Municipal Code to read as follows:

9.29 REASONABLE ACCOMMODATIONS POLICY AND PROCEDURES

9.29.010 Title, purpose, and applicability.

- A. Title and Intent. The provisions of this Chapter shall be known as the Reasonable Accommodations Policy and Procedures. The intent of the Reasonable Accommodations Policy and Procedures is to provide flexibility in the application of the zoning and building codes for individuals with a disability when flexibility is necessary to eliminate barriers to housing opportunities. This Chapter will facilitate compliance with federal and state fair housing laws and promote housing opportunities for residents of Bradbury.
- B. Purpose. The purpose of this Chapter is to establish a procedure for persons with disabilities seeking fair access to housing to make requests for a reasonable accommodation in the application of Bradbury's zoning and building laws, rules, policies, practices and procedures pursuant to Section 3604(f)(3)(b) of Title 42 of the United States Code (the "Fair Housing Act") and Section 12955 et seq. of the California Government Code (the "California Fair Employment and Housing Act"), which prohibit local government from refusing to make reasonable accommodations in policies and practices when these accommodations are necessary to afford persons with disabilities equal opportunity to use and enjoy a dwelling.
- C. Applicability. A request for a reasonable accommodation may include a modification or exception to the rules, standards and practices for the siting,

-2- Ord. No.386

development and use of housing or housing-related facilities that would eliminate regulatory barriers and provide a person with a disability equal opportunity to housing of their choice.

9.29.020 Definitions.

For the purposes of this Chapter, unless otherwise apparent from the context, certain words and phrases have the meanings stated in this section. The definitions stated herein apply to differing forms of the word or phrase, as required by context.

- A. "City Manager" means the City Manager or his designee.
- B. "Eligible person" means a person with a disability, a representative of such person, or a developer of housing for persons with disabilities.
- C. "Person with a Disability" is any person who has a physical or mental impairment that limits one or more major life activities; anyone who is regarded as having such impairment; or anyone who has a record of such impairment.
- D. "Reasonable accommodation" for purposes of this chapter means providing individuals with disabilities or developers of housing for people with disabilities, flexibility in the application of land use and zoning and building regulations, policies, practices and procedures, or even waiving certain requirements when it is necessary to eliminate barriers to housing opportunities.
- E. "Request for Reasonable Accommodation" means a request to modify land use, zoning and building regulations, policies, practices, or procedures in order to give people with disabilities an equal opportunity to use and enjoy housing opportunities.

9.29.030 Notice to public.

Notice of the City of Bradbury's Reasonable Accommodations Policy and Procedures along with an application form shall be displayed in City Hall and on the City's website.

9.29.040 Reasonable accommodation request.

- A. Any eligible person may request a reasonable accommodation in land use, zoning and building regulations, policies, practices and procedures by filing an application with the City Planner.
- B. Requests for reasonable accommodation shall be in writing and provide the following information:
 - 1. Name and address of the individual(s) requesting reasonable accommodation;

-3- Ord. No.386

- Name and address of the property owner(s);
- 3. Address of the property for which accommodation is requested;
- 4. Description of the requested accommodation and the regulation(s), policy or procedure for which accommodation is sought;
- 5. Reason that the requested accommodation may be necessary for the individual(s) with the disability to use and enjoy the dwelling.
- 6. If necessary to reach a determination on the request for reasonable accommodation, the reviewing authority may request further information from the applicant consistent with fair housing laws, specifying in detail the information that is required. In the event that a request for additional information is made the thirty (30) day period to issue a decision is stayed until the applicant responds to the request
- C. Any information identified by an applicant as confidential shall be retained in a manner so as to respect the privacy rights of the applicant and shall not be made available for public inspection.
- D. If an individual needs assistance in making the request for reasonable accommodation, the City will provide assistance to ensure that the process is accessible.
- E. While a request for reasonable accommodation is pending, all laws and regulations otherwise applicable to the property that is the subject of the request shall remain in full force and effect.

9.29.050 Timing of request.

- A. A request for reasonable accommodation may be filed at any time that the accommodation may be necessary to ensure equal access to housing.
- B. If the project for which the request is being made also requires one or more related discretionary approvals (including, but not limited to, design review, conditional use permit, variance, or subdivision), then to the extent feasible, the applicant shall file the request for reasonable accommodation together with the related application for discretionary approval.

9.29.060 Review procedures.

A. The City Planner shall act on requests for a reasonable accommodation and shall make reasonable accommodations in rules, policies, practices, or services when those accommodations may be necessary to afford persons with disabilities equal opportunities to use and enjoy housing opportunities.

-4- Ord. No.386

- B. The City Planner shall issue a written determination on a request for a reasonable accommodation within a timely manner but no later than thirty (30) days from the date of receipt of a complete application form and may: (1) grant the accommodation request; (2) grant the accommodation request subject to specified nondiscriminatory conditions of approval; or (3) deny the request. All written determinations shall give notice of the right to appeal as specified in Section 9.29.090. The notice of determination shall be sent to the applicant by first class mail or in a format requested by the applicant.
- C. For requests for a reasonable accommodation involving related applications for discretionary approval, the application shall be processed and considered separately from any discretionary elements of the same proposal. If the request for a reasonable accommodation cannot be effectuated until a final decision is rendered on the related discretionary approval(s), a "provisional decision" can be granted within the 30-day time frame and shall become final at the same time as the discretionary approval(s). The applications for the discretionary approval(s) shall be separately considered and shall be subject to the procedures specified in the applicable Zoning Code section. The appropriate decision-making body shall act on all discretionary permits, but not the reasonable accommodation request.

9.29.070 Findings for requests.

- A. In making a determination to grant a requested accommodation, the City Planner shall make all of the following findings for requests:
 - That the housing, which is the subject of the request for reasonable accommodation, will be used by people with disabilities protected under fair housing laws.
 - 2. That the accommodation is necessary to afford people with disabilities an equal opportunity to use and enjoy the dwelling;
 - 3. That the requested accommodation will not require a fundamental alteration to zoning laws, rules, policies, practices and procedures; and
 - 4. That the requested accommodation will not impose an undue financial or administrative burden on the City.
- B. None of the findings of this Section are intended to supersede any other findings which might also be required for a discretionary permit that is reviewed concurrently with the request for accommodation.

9.29.080 Finality of decision.

A. For requests for reasonable accommodations not involving related land use permits, a decision by the City Planner shall become final ten (10) calendar days after the date of initial decision.

- B. For requests for reasonable accommodations involving related land use permits, a decision by the City Planner shall become final (10) calendar days after the date of decision on the related land use permit or the date of denial of the provisional permit, whichever is later.
- C. In the event that the last date of appeal falls on a weekend, holiday or when City offices are closed, the next date such offices are open for business shall be the last date of appeal.

9.29.090 Appeal Procedure

- A. Within ten (10) days of the date of the City Planner's written decision, an applicant may appeal an adverse decision. Appeals from the adverse decision shall be made in writing.
- B. If an individual needs assistance in filing an appeal on an adverse decision, the City will provide assistance to ensure that the appeal process is accessible.
- C. All appeals shall contain a statement of the grounds for the appeal. Any information identified by an applicant as confidential shall be retained in a manner so as to respect the privacy rights of the applicant and shall not be made available for public inspection.
- D. Appeals shall be heard by the City Manager within thirty days of filing an appeal. The City Manager shall issue a written decision within ten days of the hearing and the decision shall be final.
- E. Nothing in this procedure shall preclude an aggrieved individual from seeking any other state or federal remedy available.

SECTION 3. CEQA. This Ordinance is categorically exempt from CEQA pursuant to the common sense exemption set forth in Guidelines section 15061(b)(3) that CEQA only applies to projects which have the potential for causing a significant effect on the environment and where it can be seen with certainty that there is no possibility that the activity will have a significant effect, the activity is not subject to CEQA. This Ordinance enacts a procedure as required by federal and state law and does not change the density, intensity, or allowed uses or would have other effects on the environment. The changes are not for any specific project and therefore will not impact any environmental resource of hazardous or critical concern, will not create cumulative impacts, or impacts to scenic highways, hazardous waste sites, or historical resources. Because this is an ordinance pertaining to citywide development standards there will not be any significant effects on the environment due to unusual circumstances. As such, staff is directed to file a Notice of Exemption pursuant to CEQA Guidelines sections 15061(b)(3).

<u>SECTION 4.</u> Severability. If any provision of this Ordinance is held to be unconstitutional, it is the intent of the City Council that such portion of this Ordinance be severable from the remainder and that the remainder be given full force and effect.

-6- Ord. No.386

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

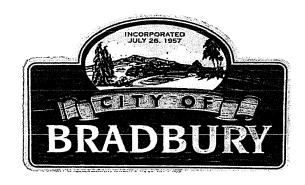
PASSED, APPROVED and ADOPTED this 17th day of October, 2023.

	Richard G. Barakat Mayor	
ATTEST:		
Diane Jensen City Clerk		

-7- Ord. No.386

COUNTY OF LOS ANGELES) §. CITY OF BRADBURY)	
I, Diane Jensen, City Clerk of the Control of the City of Bradbury, signed by the Mayor of at a regular meeting of the City Council held duly posted and that the same was passed as	f said City, and attested by the City Clerk, all on the 17th day of October, 2023, that it was
AYES:	
NAYS:	
ABSENT:	
	Diane Jensen City Clerk City of Bradbury

-8- Ord. No.386



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

City of Bradbury Agenda Report

TO: Honorable Mayor and Members of the City Council

FROM: Kevin Kearney, City Manager

DATE: October 17, 2023

SUBJECT: ORDINANCE NO. 387 – ADOPTION

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, ADOPTING CHAPTER 9.30 OF THE BRADBURY MUNICIPAL CODE RELATING TO DENSITY BONUS LAWS AND FINDING THE ORDINANCE TO BE EXEMPT PURSUANT TO THE COMMON SENSE EXEMPTION OF CEQA GUIDELINES

SECTION 15061(b)(3)

Attachment: Ordinance No. 387

SUMMARY

State law includes provisions known as the Density Bonus Law ("DBL") which provides incentives for developers to provide affordable housing. Local governments are required to adopt an ordinance regarding implementation of this law. As the City had no current DBL provisions and a conceptual plan review application had been received for a density bonus project, staff prepared both Urgency Ordinance No. 385U that was adopted at the September 19, 2023, regular meeting and which took effect immediately, and the regular Ordinance No. 387 that was introduced after the public hearing at the September 19, 2023, regular meeting. It is recommended that the City Council waive the reading in full, authorize the reading by title only, and adopt Ordinance No. 387.

BACKGROUND

Government Code sections 65915 through 65918 provide for density bonuses and other incentives and waivers of development standards when a developer builds a housing project and provides a minimum percentage of affordable housing. The DBL also sets the maximum amount of parking that can be required for a project.

An incentive or waiver is basically a reduction in site development standards, zoning code requirements, or architectural design requirements that are in excess of the minimum building standards and that result in identifiable and actual cost reductions. Incentives and waivers cannot reduce Building Codes and Health and Safety standards. A city is required to grant a requested incentive or waiver unless it makes specified findings based on substantial evidence. There is no limit to the number of waivers a developer may be request. The density and incentives are based upon the amount of affordable housing that is provided.

Since the DBL was first adopted by the State in 1982, it has been amended more than 20 times. These frequent amendments make it difficult for a city to maintain a legally compliant local ordinance. Accordingly, Ordinance No. 387 has been drafted to incorporate the DBL by reference as it may be amended from time to time, so the City can adopt implementing regulations and not reiterate a very lengthy law, and not amend the City code each time the State amends the DBL.

The Planning Commission held a public hearing at their August 23, 2023, regular meeting, and adopted Resolution No. PC 23-312, to recommend that the City Council adopt Ordinance No. 387.

The City Council held a public hearing at the September 19, 2023, regular meeting and introduced Ordinance No. 387.

There will be no financial cost to the City as the Ordinance implements what the City is already required to do by State law.

CEQA

There is a common sense exemption to CEQA where it can be seen with certainty that the project will not have a significant effect on the environment. As the Ordinance gives no greater development rights than what is provided for under State law, it will not create any significant effects on the environment and a notice of exemption should be filed under CEQA Guidelines section 15061(b)(3).

RECOMMENDATION AND CITY COUNCIL ACTION

It is recommended that the City Council waive the reading in full, authorize the reading by title only, and adopt Ordinance No. 387:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, ADOPTING CHAPTER 9.30 OF THE BRADBURY MUNICIPAL CODE RELATING TO DENSITY BONUS LAWS AND FINDING THE ORDINANCE TO BE EXEMPT PURSUANT TO THE COMMON SENSE EXEMPTION OF CEQA GUIDELINES SECTION 15061(b)(3)

Attachment

Ordinance No. 387

ATTACHMENT

ORDINANCE NO. 387

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, ADOPTING CHAPTER 9.30 OF THE BRADBURY MUNICIPAL CODE RELATING TO DENSITY BONUS LAWS AND FINDING THE ORDINANCE TO BE EXEMPT PURSUANT TO THE COMMON SENSE EXEMPTION OF CEQA GUIDELINES SECTION 15061(b)(3)

ORDINANCE NO. 387

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, ADOPTING CHAPTER 9.30 OF THE BRADBURY MUNICIPAL CODE RELATING TO DENSITY BONUS LAWS AND FINDING THE ORDINANCE TO BE EXEMPT PURSUANT TO THE COMMON SENSE EXEMPTION OF CEQA GUIDELINES SECTION 15061(b)(3)

WHEREAS, the City is in the process of adopting its 6th Cycle Housing Element for the 2021-2029 period; and

WHEREAS, although the Housing Element has not yet been adopted, the City has received comments from the Department of Housing and Community Development ("HCD") on the drafts that have been presented; and

WHEREAS, one of HCD's comments on the City's 6th Cycle Housing Element related to the need for the City to adopt an ordinance to implement the State Density Bonus Law ("DBL"); and

WHEREAS, given the complexity of the DBL and the frequency with which it is amended, the City desires to adopt the law by reference with local implementation procedures; and

WHEREAS, on August 23, 2023 the Planning Commission held a duly noticed public hearing on proposed Ordinance No. 387 at which time it considered all evidence presented, both written and oral; and

WHEREAS, after the close of the public hearing the Planning Commission adopted Resolution No. PC 23-312 recommending that the City Council adopt the proposed Ordinance No. 387; and

WHEREAS, on [DATE], the City Council held a duly noticed public hearing on proposed Ordinance No. 387 at which time it considered all evidence presented, both written and oral;

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

SECTION 1. Chapter 30 is hereby added to the Bradbury Development Code (Title IX of the Bradbury Municipal Code) to read as follows:

CHAPTER 30. – DENSITY BONUS

Sec. 9.30.010. - Purpose.

The purpose of this Chapter is to implement the requirements of the Density Bonus Law set forth at Government Code section 65915 *et seq*.

Sec. 9.30.020. – Adoption by reference.

The state Density Bonus Law, set forth at Chapter 4.3 of the Planning and Zoning law of California and found at Government Code sections 65915 through 65918, as the same may be amended from time to time, is hereby adopted by reference as the City of Bradbury's Density Bonus provisions and shall be implemented in accordance with this Chapter.

Sec. 9.30.030. – Applicability.

This Chapter shall apply to any housing development that is entitled to receive a density bonus pursuant to the state Density Bonus Law.

Sec. 9.30.040. – Procedures.

- (a) Application submittal. An application for a density bonus, including an incentive or concession and waiver, shall be filed concurrently with an application for a housing development and shall be processed concurrently.
- (b) Application contents. An application for a density bonus shall include the following information:
 - (1) The number of density bonus units being requested;
- (2) A reduced parking ratio request pursuant to Government Code section 65915(p);
- (3) An incentive(s) or concession(s) request pursuant to Government Code section 65915(d) that results in identifiable and actual cost reductions to provide for the affordable housing;
- (4) A waiver(s) or reductions of development standard(s) request pursuant to Government Code section 65915(e) that would have the effect of physically precluding the construction of the housing development at the densities or with the allowed incentive(s) or concession(s).
- (c) If an application for a density bonus is incomplete, the applicant shall be timely notified of such incompleteness in accordance with the provisions of applicable law.
- (d) If a proposed housing development would be inconsistent with the City's Development Code or the state Density Bonus Law, the applicant shall be provided notice of such inconsistency in accordance with the Housing Accountability Act, Government Code section 65589.5.
- (e) A density bonus application shall be approved or denied in conjunction with the housing development application by the body approving such application within the time frames required for approval of such development.

Sec. 9.30.050. – Requirements.

- (a) The applicant for a density bonus shall enter into a regulatory agreement with the City in a form to be approved by the City Attorney and said agreement shall be recorded against the property. The regulatory agreement shall be approved by the approval authority on the underlying project. If an appeal is taken of the project, then the regulatory agreement shall be approved by the decision maker on appeal.
- (b) The applicant shall be required to pay the City's costs for any third-party consultants required to assist the City in drafting a regulatory agreement, developing guidelines, verifying the eligibility of owners or tenants of the affordable units, or any other matter relating to the density bonus.
- (c) The required affordable dwelling units shall be constructed concurrently with market-rate units unless both the final decision-making authority of the City and the developer agree within the affordable housing agreement to an alternative schedule for development.
- (d) The exterior design and construction of the affordable dwelling units shall be consistent with the exterior design and construction of the total project development and shall be consistent with any affordable residential development standards that may be prepared by the City.
- (1) The affordable units shall be similar in size and number of bedrooms to the market-rate units. If the development project includes a range of unit sizes, then the affordable units shall provide a range of unit sizes in proportion to the market-rate units.
- (2) If the project includes a subdivision, the lots with affordable units shall be of similar size to the lots with market rate units. If the development project includes a range of lot sizes, the lots with affordable units shall be no smaller than the smallest lots with market-rate units.
- (e) The affordable units shall have the same amenities as the market rate units, including the same access to and enjoyment of common open space, parking, storage, and other facilities in the residential development, provided at an affordable rent or at affordable ownership cost specified by Health and Safety Code section 50052.5 and California Code of Regulations Title 25, Section 6910 6924, as the same may be amended from time to time. Developers are strictly prohibited from discriminating against tenants or owners of affordable units in granting access to and full enjoyment of any community amenities available to other tenants or owners outside of their individual units.
- (f) If the development project is for units that will be sold, then the affordable dwelling units shall also be for sale units. The regulatory agreement may make provisions for rental of the units for the same level of affordability that qualified the

-3- Ord. No. 387

applicant for the density bonus if the unit is not sold within a period of time specified in the agreement.

SECTION 2. Effective Date. This Ordinance shall take effect on the thirty-first day after passage.

SECTION 3. CEQA. This Ordinance is categorically exempt from CEQA pursuant to the common sense exemption set forth in Guidelines section 15061(b)(3) that CEQA only applies to projects which have the potential for causing a significant effect on the environment and where it can be seen with certainty that there is no possibility that the activity will have a significant effect, the activity is not subject to CEQA. This Ordinance enacts a procedure as required by state law and does not change the density, intensity, or allowed uses or would have other effects on the environment. The changes are not for any specific project and therefore will not impact any environmental resource of hazardous or critical concern, will not create cumulative impacts, or impacts to scenic highways, hazardous waste sites, or historical resources. This Ordinance simply implements state law. As such, staff is directed to file a Notice of Exemption pursuant to CEQA Guidelines sections 15061(b)(3).

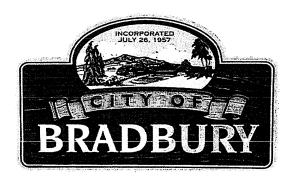
<u>SECTION 4.</u> Severability. If any provision of this Ordinance is held to be unconstitutional, it is the intent of the City Council that such portion of this Ordinance be severable from the remainder and that the remainder be given full force and effect.

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

PASSED, APPROVED and ADOPTED this 17th day of October, 2023.

	Richard G. Barakat Mayor	-
ATTEST:		
Diane Jensen City Clerk		

COUNTY OF LOS ANGELES) §. CITY OF BRADBURY)	
I, Diane Jensen, City Clerk of the City of Bradbury, do he foregoing ordinance, being Ordinance No. 387, was duly passed the City of Bradbury, signed by the Mayor of said City, and attested at a regular meeting of the City Council held on the 17th day of Octoduly posted and that the same was passed and adopted by the following the city Council held on the same was passed and adopted by the following the city Council held on the same was passed and adopted by the following the city Council held on the same was passed and adopted by the following the city Council held on the same was passed and adopted by the following the city Council held on the same was passed and adopted by the following the city Council held on the same was passed and adopted by the following the city Council held on the same was passed and adopted by the following the city Council held on the same was passed and adopted by the following the city Council held on the same was passed and adopted by the following the city Council held on the same was passed and adopted by the following the city Council held on the same was passed and adopted by the following the city Council held on the same was passed and adopted by the following the city Council held on the same was passed and adopted by the same was passed and adopted by the city Council held on the same was passed and adopted by the city Council held on	by the City Council of d by the City Clerk, all ober, 2023, that it was
AYES:	
NAYS:	
ABSENT:	
Diane Jensen City Clerk City of Bradbury	



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

City of Bradbury Agenda Report

TO: Honorable Mayor and Members of the City Council

FROM: Kevin Kearney, City Manager

DATE: September 19, 2023

SUBJECT: ORDINANCE NO. 388 – ADOPTION

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, AMENDING THE BRADBURY MUNICIPAL CODE RELATING TO SECONDARY LIVING QUARTERS AND FINDING THE ORDINANCE TO BE EXEMPT PURSUANT TO THE COMMON SENSE EXEMPTION OF CEQA GUIDELINES SECTION 15061(b)(3), CEQA GUIDELINES SECTION 15282(h), AND GOVERNMENT CODE SECTION 65852.21

Attachment: Ordinance No. 388

SUMMARY

In July 2022 the City Council adopted Ordinance No. 383 relating to secondary living quarters and SB 9 units. Since then, the State legislature has again amended the laws relating to accessory dwelling units (ADUs) and Junior Accessory Dwelling Units (JADUs) and based on information issued by the Department of Housing and Community Development (HCD), there is a need to revise the interplay between SB 9 units and ADUs. Ordinance No. 388 makes these changes. The City Council held a public hearing at the September 19, 2023, regular meeting and introduced Ordinance No. 388. It is recommended that the City Council waive the reading in full, authorize the reading by title only, and adopt Ordinance No. 388.

BACKGROUND

Several State statutes have amended the ADU and JADU, provisions. Ordinance No. 388 amends the City's ADU and JADU provisions to be consistent with the State amendments. Initially for SB 9, two units were allowed on a lot, including ADUs and

JADUs. The Ordinance amends this to allow four units on an original lot or two units on each lot after a lot split in accordance with the clarifications issued by HCD.

The Planning Commission held a public hearing at their August 23, 2023, regular meeting and adopted Resolution No. PC 23-313, to recommend that the City Council adopt Ordinance No. 388.

The City Council held a public hearing at the September 19, 2023, regular meeting and introduced Ordinance No. 388.

There will be no additional financial cost to the City as the amendments implement what the City is already required to do by State law.

CEQA

This Ordinance is exempt from CEQA pursuant to CEQA Guidelines Section 15282(h) which provides a statutory exemption for the adoption of an ordinance regarding accessory dwelling units to implement the provisions of Sections 65852.1 and 65852.2 of the Government Code. As the standards of Government Code Section 65852.22 relating to junior accessory dwelling units are incorporated into Government Code 65852.2, this exemption covers junior accessory dwelling units as well. Regardless of whether the City adopts this Ordinance, accessory dwelling units and junior accessory dwelling units must be allowed in the City in accordance with the standards set forth in State Statute. Additionally, the provisions of SB 9 exempted an ordinance which implemented SB 9 from CEQA. Therefore, this Ordinance is categorically exempt under the provisions of state law as well as the common sense exemption of CEQA Guidelines section 15061(b)(3) which provides that CEQA does not apply where it can be seen with certainty that the project will not cause any impacts.

RECOMMENDATION AND CITY COUNCIL ACTION

It is recommended that the City Council waive the reading in full, authorize the reading by title only, and adopt Ordinance No. 388:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, AMENDING THE BRADBURY MUNICIPAL CODE RELATING TO SECONDARY LIVING QUARTERS AND FINDING THE ORDINANCE TO BE EXEMPT PURSUANT TO THE COMMON SENSE EXEMPTION OF CEQA GUIDELINES SECTION 15061(b)(3), CEQA GUIDELINES SECTION 15282(h), AND GOVERNMENT CODE SECTION 65852.21

<u>Attachment</u>

Ordinance No. 388

ATTACHMENT

ORDINANCE NO. 388

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, AMENDING THE BRADBURY MUNICIPAL CODE RELATING TO SECONDARY LIVING QUARTERS AND FINDING THE ORDINANCE TO BE EXEMPT PURSUANT TO THE COMMON SENSE EXEMPTION OF CEQA GUIDELINES SECTION 15061(b)(3), CEQA GUIDELINES SECTION 15282(h), AND GOVERNMENT CODE SECTION 65852.21

ORDINANCE NO. 388

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, AMENDING THE BRADBURY MUNICIPAL CODE RELATING TO SECONDARY LIVING QUARTERS AND FINDING THE ORDINANCE TO BE EXEMPT PURSUANT TO THE COMMON SENSE EXEMPTION OF CEQA GUIDELINES SECTION 15061(b)(3), CEQA GUIDELINES SECTION 15282(h), AND GOVERNMENT CODE SECTION 65852.21

WHEREAS, in a continued effort to provide affordable housing the State Legislature has continued to make amendments to state law relating to accessory dwelling units and junior accessory dwelling units; and

WHEREAS, since the time that the City adopted Ordinance No. 383 in July 2022 implementing SB 9, clarifications have been made as to the interpretation of the law;

WHEREAS, the City desires to update the Development Code to comply with these laws and clarifications; and

WHEREAS, on August 23, 2023, the Planning Commission of the City of Bradbury, California, held a duly noticed public hearing on this proposed Ordinance and after the close of the public hearing the Planning Commission adopted Resolution No. PC 23-313 recommending that the City Council adopt this Ordinance; and

WHEREAS, on September 19, 2023, the City Council of the City of Bradbury, California held a duly noticed public hearing to consider adoption of this Ordinance, at which time it considered all evidence presented, both written and oral;

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

- **SECTION 1.** Findings. The City Council hereby makes the following findings regarding the prohibition of accessory dwelling units in certain locations within the City of Bradbury:
- A. The majority of the City of Bradbury is located in a very high fire hazard severity zone (VHFHSZ);
- B. Since 1953 there have been four separate wildfires that have burned through Bradbury and the neighboring communities;
- C. The 2019 mid-term Housing Element recognized that opportunities for second unit in-fill development could be impacted by natural hazards such as wildfires that constrain density;
- D. According to the Los Angeles County Fire Code which has been adopted by reference by the City of Bradbury, and as pointed out in the Dudek Memorandum, the

minimum road width needed for fire access is 20-feet unobstructed paved width based on the standard width of fire engines and their ability to pass one another;

- E. The Dudek Memorandum also concludes among other things that the four-foot setback requirements and the inability to require fire sprinklers would likely have negative fire related impacts in Bradbury and recommends that fire sprinklers should be required whenever possible;
- F. There are numerous roads within the City that are less than 20 feet in width which impedes access of fire apparatus;
- G. Residents living on narrow roads within the City of Bradbury have been informed by the Los Angeles County Fire Department that if there is a fire, the Department may not be able to provide service;
- H. Government Code § 51182 and Public Resources Code § 4291 provide that when property is within a very high fire hazard severity zone, there should be 100 feet of defensible space maintained for each side and from the front and rear of the structure, but not beyond the property line;
- I. The majority of the City of Bradbury is zoned R-20,000, A-1, A-2, or A-5 with rear and side yard setbacks of 15 feet in the R-20,000 zone and 25 feet in the three Agricultural ("A") zones, meaning that accessory living quarters and other structures cannot be located closer than 30 feet to each other in these areas;
- J. According to the Southern California Association of Governments' (SCAG) community profile, only 4.5% of the housing stock in Bradbury was built after 2010, when residential sprinkler systems became a requirement;
- K. Since the time that the Governor signed the new ADU/JADU legislation into law in 2019, there have been dozens of wildfires in California which have burned tens of thousands of acres, damaged or destroyed hundreds of homes and other structures, caused the death of many people, and resulted in injuries to many more;
- L. On August 18, 2020, the International City/County Management Association released a document titled "21st Century Fire and Emergency Services" which contained the recommendation to "Embrace the use of fire sprinkler technology in all buildings through the rapid adoption of codes and ordinances at the federal, state, and local government levels to dramatically reduce the incidence of deadly and costly fires";
- M. On August 18, 2020, ABC News reported that there were at least 28 wildfires burning in California alone;
- N. By August 19, 2020, the Governor declared a State of Emergency as more than 350 wildfires burned throughout California, many due to lightning strikes, and a request was made for 375 fire engines from out-of-state;
- O. In 2021 California faced unprecedented fire conditions according to Cal Fire. By the end of 2021, there had been over 8,800 fires which destroyed or damaged

at least 3,600 structures. In 2022, there were more than an additional 7,600 fires with nine deaths and as of July 2023, there have already been over 3,000 wildfires;

- P. In August 2022 the City, the Los Angeles County Fire Department, and the U.S. Forest Service signed off on a Community Wildfire Protection Plan (CWPP) which was incorporated into the City's Hazard Mitigation Plan. The CWPP contains the following information:
- 1. Not counting fires under 10 acres; 93 fires have burned within five miles of the City since the beginning of data recording and two of the fires have been within the northern portion of the City;
- 2. It is estimated there will be a wildland fire within five miles of the City on average of every 1.25 years;
- 3. Challenges with development in wildfire urban interface areas include narrow roads, long driveways, dead-end roads, steep slopes, and dense vegetation, which can hinder emergency response and evacuation from these areas. All of these factors are present in the City;
- 4. Bradbury presents unique challenges for evacuation due to the speed and intensity at which wildfires occur as well as the high variability in transportation systems in the City;
- 5. The majority of the structures in the City were developed before the adoption of building and fire codes that required noncombustible roofing and building materials, adequate fire department access, and which meet water supply standards which puts these structures at greater risk and limits the ability to provide adequate structure protections;
- 6. There are two primary concerns for structure ignition: burning embers and radiant/convective heat. In older communities where structures do not include ignition resistant improvements, radiant heat from burning vegetation and adjacent structures is a primary concern. Areas with buildings closer together are at greater risk of burning due to radiant heat. Proximity of structures also limits the ability to maintain 30 feet of defensible space which inhibits firefighters from being able to safely maneuver around structures to provide protection.
 - Q. State of Emergencies have become a yearly occurrence due to wildfires;
- R. Because the accessory dwelling unit law does not allow the City to require sprinklers in units where the main house was not required to install sprinklers, the City cannot require sprinklers to be installed in most of the accessory dwelling units that could be built in the City. However, state law allows the City to designate areas within the jurisdiction where accessory dwelling units may be permitted based on the impacts on traffic flow and public safety;
- S. As evidenced above, the location of the City in a very high fire hazard severity zone, the inability to require sufficient separation between buildings, the inability

-3- Ord. No. 388

to require sprinklers in a majority of accessory dwelling units that could be built, and the narrow streets which impede fire personnel access and evacuation justify the prohibition of accessory dwelling units to be built as of right in those areas of the City in the very high fire hazard severity zone;

- T. The City Council recognizes the need for additional housing opportunities in the City, even in the very high fire hazard severity zone, and for that reason is providing for the opportunity for certain accessory dwelling units of up to 1,000 square feet as defined herein to be built in this area with reduced procedural requirements, while still imposing setbacks for adequate building separation and requiring fire sprinklers;
- U. The City Council also recognizes that Bradbury has traditionally allowed the development of a variety of accessory living quarters and wishes to continue to allow such development, subject to review by the City's Planning Department, and the City's Planning Commission;
- V. The provisions set forth in this Ordinance are necessary for the public safety.

SECTION 2. Subsections 9.85.020(a) and (b) of the Bradbury Municipal Code are amended to read as follows; all other subsections remain the same:

Sec. 9.85.020. – Permitted locations/numbers.

(a) Main houses, Accessory Dwelling Units (ADUs), Enhanced ADUs (EADUs), Junior Accessory Dwelling Units (JADUs), and SB 9 units shall be allowed in the areas of the City which are not in the Very High Fire Hazard Severity Zone as provided for below:

	Single Lot	SB 9—Legacy Lot	New SB 9 Lot
R-7,500	Main house (1,500 sf	Main house (1,500 sf min)	2 SB 9 units per lot -
	min)	- and -	limited to 800 sf each
	- and -	ADU or SB 9 unit (1,000	
	ADU (1,000 sf) ¹	sf) ¹	
	-and-	- and -	
	SB 9 unit (1,000 sf) ¹	JADU (500 sf)	
	- and -	,	
	JADU (500 sf)		
R-20,000	Main house (1,850 sf	Main house (1,850 sf min)	2 SB 9 units per lot -
	min)	- and -	limited to 800 sf each
	- and -	ADU or SB 9 unit (1,000	
	ADU (1,000 sf) 1 or	sf) 1	
	EADU (1,200 sf)	- or -	
	-and-	EADU (1,200 sf)	
	SB 9 unit (1,000 sf) ¹	- and -	
	- and -	JADU (500 sf)	
	JADU (500 sf)	` ′	

A-1	Main house (2,250 sf min) - and - ADU (1,000 sf) ¹ - and - SB 9 unit (1,000 sf) ¹ -and- JADU (500 sf)	Main house (2,250 sf min) - and - ADU or SB 9 unit (1,000 sf) 1 - and - JADU (500 sf)	2 SB 9 units per lot - limited to 800 sf each
A-2	Main house (2,500 sf min) - and - ADU (1,000 sf) ¹ - and - SB 9 unit (1,000 sf) ¹ -and- JADU (500 sf)	Main house (2,500 sf min) - and - ADU or SB 9 unit (1,000 sf) 1 - and - JADU (500 sf)	2 SB 9 units per lot - limited to 800 sf each
A-5	Main house (2,500 sf min) - and - ADU (1,000 sf) ¹ - and - SB 9 unit (1,000 sf) ¹ -and- JADU (500 sf)	Main house (2,500 sf min) - and - ADU or SB 9 unit (1,000 sf) ¹ - and - JADU (500 sf)	2 SB 9 units per lot - limited to 800 sf each

¹ Where there is a JADU and a detached ADU or SB 9 unit, the ADU or SB 9 unit shall be limited to 800 square feet in size.

(b) Main houses, Fire Zone ADUs (FZADUs), JADUs, and SB 9 units shall be allowed in the Very High Fire Hazard Severity Zone as provided for below:

	Single Lot	SB 9—Legacy Lot	New SB 9 Lot
R-7,500	Main house (1,500 sf min) - and - FZADU (1,000 sf) ¹ - and - SB 9 Unit (1,000 sf) ¹ -and- JADU (500 sf)	Main house (1,500 sf min) - and - FZADU or SB 9 unit (1,000 sf) 1 - and - JADU (500 sf)	2 SB 9 units per lot - limited to 800 sf each
R-20,000	Main house (1,850 sf min) - and - FZADU (1,000 sf) ¹ or EADU (1,200 sf) - and – SB 9 unit (1,000 sf) ¹ -and- JADU (500 sf)	Main house (1,850 sf min) - and - FZADU or SB 9 unit (1,000 sf) ¹ or EADU (1,200 sf) - and - JADU (500 sf)	2 SB 9 units per lot - limited to 800 sf each

A-1	Main house (2,250 sf min) - and - FZADU (1,000 sf) ¹ - and - SB 9 unit (1,000 sf) ¹ -and- JADU (500 sf)	Main house (2,250 sf min) - and - FZADU or SB 9 unit (1,000 sf) ¹ - and - JADU (500 sf)	2 SB 9 units per lot - limited to 800 sf each
A-2	Main house (2,500 sf min) - and - FZADU (1,000 sf) ¹ - and - SB 9 unit (1,000 sf) ¹ -and- JADU (500 sf)	Main house (2,500 sf min) - and - FZADU or SB 9 unit (1,000 sf) ¹ - and - JADU (500 sf)	2 SB 9 units per lot - limited to 800 sf each
A-5	Main house (2,500 sf min) - and - FZADU (1,000 sf) ¹ - and - SB 9 unit (1,000 sf) ¹ -and- JADU (500 sf)	Main house (2,500 sf min) - and - FZADU or SB 9 unit (1,000 sf) ¹ - and - JADU (500 sf)	2 SB 9 units per lot - limited to 800 sf each

¹ Where there is a JADU and a detached FZADU or SB 9 unit, the ADU or SB 9 unit shall be limited to 800 square feet in size.

SECTION 3. Articles II and III of Chapter 85 of the Bradbury Development Code are hereby amended to read as follows:

ARTICLE II. - ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS

Sec. 9.85.100. – Purpose.

The purpose of this article is to implement the requirements for the establishment of accessory dwelling units and junior accessory dwelling units as required by California Government Code §§ 65852.2, 65852.22, and 65852.23.

Sec. 9.85.110. – Applications.

- (a) Applications for accessory dwelling units (ADUs), fire zone accessory dwelling units (FZADUs) and junior accessory dwelling units (JADUs) shall be ministerially approved or denied within 60 days of receipt of a complete application and shall be approved if they meet the requirements of this chapter. Applications for Enhanced accessory dwelling units (EADUs) shall not be subject to this 60-day requirement.
 - (1) If the application is submitted in conjunction with an application for a new primary single-family unit, the application for the ADU, FZADU or JADU shall not be acted upon until the application for the new primary single-family unit is

approved, but thereafter shall be ministerially approved if it meets all requirements within 60 days.

- (2) The city shall grant a delay if requested by the applicant.
- (b) All applications for ADUs, FZADUs, EADUs, and/or JADUs shall be accompanied by the applicable application fee.
- (c) ADUs, FZADUs, EADUs and JADUs shall be subject to applicable inspections and permit fees.
- (d) Applications for EADUs shall be processed in accordance with Article III of this chapter and subject to the rules and regulations set forth therein.
- (e) If an application for a detached ADU or FZADU requires demolition of a detached garage, the application shall be submitted with the demolition application and the two applications shall be reviewed at the same time. If the ADU or FZADU is approved, the permits shall be issued at the same time.

Sec. 9.85.115. - Denial.

- (a) If the City denies an application for an ADU, FZADU, or JADU, the City shall return a full set of comments to the applicant with a list of items that are defective or deficient and a description of how the application can be remedied. The comments must be in writing and returned to the applicant within 60 days of receipt of a complete application.
- (b) No application shall be denied due to the need to correct a nonconforming zoning condition, building code violation, or due to unpermitted structures, unless those conditions present a threat to the public health and safety and are affected by the construction of the ADU, FZADU, or JADU.
- (c) No application shall be denied for an ADU that was constructed prior to January 1, 2018, based on either of the following, unless the City makes a finding that correcting the violation is necessary to protect the health and safety of the public or of the occupants of the structure:
 - (1) The ADU is in violation of building standards pursuant to Article 1 of Chapter 5 of part 1.5 of Division 13 of the Health and Safety Code; or
 - (2) The ADU does not comply with section 65852.2 or any local ordinance regulating ADUs.

This subsection shall not apply to a building that is deemed substandard pursuant to Health and Safety Code section 17920.3.

Sec. 9.85.120. - Allowed zones/density.

(a) An ADU may be constructed in any zone on a lot which contains a legally existing

-7- Ord. No. 388

or proposed primary single-family dwelling unit, provided that no ADUs shall be allowed in the very high fire hazard severity zone. However, a FZADU and EADU may be built in the very high fire hazard severity zone in compliance with Article III of this chapter.

(b) ADUs of any type shall not count in determining density or lot coverage and are considered a residential use consistent with the existing general plan and zoning designation for the lot.

Sec. 9.85.130. – Accessory dwelling units (ADUs) – Development standards/requirements.

For purposes of this section, the term "ADU" shall include a "FZADU".

- (a) Type of building. An attached or detached ADU shall be a permanent structure on a permanent foundation with permanent provisions for living, sleeping, food preparation, sanitation, and bathing. A manufactured home as defined in the California Health and Safety Code § 18007 shall qualify.
- (b) Height. The height of an ADU shall as follows:
 - (1) A height of 18 feet for a detached accessory dwelling unit on a lot with an existing or proposed single family or multifamily dwelling unit;
 - (2) A height of 18 feet for a detached accessory dwelling unit on a lot with an existing or proposed single family or multifamily dwelling unit that is within ½ mile walking distance of a major transit stop or a high-quality transit corridor. An additional 2 feet shall be allowed if required to accommodate a roof pitch on the accessory dwelling unit that is aligned with the roof pitch of the primary dwelling unit.
 - (3) A height of 18 feet for a detached accessory dwelling unit on a lot with an existing or proposed multifamily, multistory dwelling.
 - (4) A height of 25 feet or the height limit of the applicable zone that applies to the primary dwelling, whichever is lower, for an accessory dwelling unit that is attached to a primary dwelling unit or built above an existing garage. In no event shall the accessory dwelling unit exceed 2 stories;
 - (5) An ADU converted from previously existing permitted space which already exists above the permitted ground floor area or garage to the height already existing if greater than the height set forth in subsections (b)(1) (4), above.
- (c) Size.
 - (1) Maximum size the square footage of an ADU shall not exceed that set forth in Section 9.85.020.
 - (2) Minimum size the square footage of an ADU shall not be less than 150 square feet.

-8- Ord. No. 388

- (d) Application of underlying development standards.
 - (1) The objective development standards of the underlying zone shall apply, except as may be specified herein.
 - (2) If application of any development standard of the underlying zone or this chapter prevents the construction of an ADU that meets the height requirements specified in subsection (b), such development standard shall be waived to the extent needed to allow an 800 square foot ADU. The waiver of standards does not apply to the requirement for minimum four-foot side and rear yard setbacks.

(e) Setbacks.

- (1) Attached and detached ADUs shall be located behind the front yard setback line of the primary unit. This requirement shall be waived if necessary to permit an 800 square foot ADU with four-foot side and rear yard setbacks in compliance with all other development standards.
- (2) The maximum side and rear yard setback requirements for an ADU, including an ADU added in an already existing and permitted space above a garage or other floor area shall be four feet. This does not prevent the applicant from providing a larger setback. For hillside lots with an average slope of at least ten percent, the four-foot setbacks shall be measured from the edge of the building pad and the edge of any top or toe of a slope.
- (3) The setback requirements in subsections (5)a. and b. and above shall not apply if the ADU is being converted from a legally existing accessory structure, including a garage, or is being constructed in the same location and to the same dimensions as a legally existing accessory structure, including a garage.
- (4) ADUs shall be required to comply with the requirements of the Building Code as set forth in Title XVII of the Bradbury Municipal Code.

(f) Parking.

- (1) Parking shall be required at the rate of one space for each ADU.
- (2) Parking spaces for an ADU may be provided through tandem parking on a legally existing driveway; provided, that such parking does not encroach into the public right-of-way or a private street.
- (3) Parking spaces for ADUs may be provided in the paved portions of setback areas; provided, that the amount of paving does not exceed the total amount of paving and hardscaped areas that are otherwise allowed by this title at the time the ADU is approved.
- (4) When a garage, carport, or covered parking structure is converted into an ADU, or is demolished to accommodate the construction of an ADU, such parking spaces need not be replaced.

-9- Ord. No. 388

- (5) Tandem parking and parking in setback areas shall not be allowed if the City Manager makes specific findings that such parking is not feasible based upon specific site or regional topographical, or fire and life safety conditions.
- (6) Notwithstanding any other provision of this subsection (f), no additional parking shall be required for the ADU if any of the following conditions apply:
 - a. The ADU is located within one-half mile walking distance of a public transit stop;
 - b. The ADU is located within an architecturally and historically significant historic district;
 - c. The ADU is part of a legally existing primary unit or a legally existing accessory structure;
 - d. When on-street parking permits are required, but not offered to the occupant of the ADU; or
 - e. When there is a car share vehicle located within one block of the ADU; or
 - f. When a permit application for an accessory dwelling unit is submitted with a permit application to create a new single- or multi-family dwelling on the same lot, provided the ADU or parcel satisfies any other criteria listed in this paragraph.
- (g) Design.
 - (1) The ADU shall be the exact same color as the primary unit.
 - (2) The ADU shall have the exact same roof pitch as the primary unit.
 - (3) The ADU shall have a separate entrance from the primary unit.
- (h) Utilities Connections, fees, and capacity charges.
 - (1) For an ADU contained within a legally existing primary unit, or a legally existing accessory structure meeting the requirements of Section 9.85.140(a)(1) below, the City shall not require the installation of a new or separate utility connection between the ADU and the utility or impose a connection fee or capacity charge. Such requirement and charges may be imposed when the ADU is being constructed in conjunction with a proposed new primary unit.
 - (2) For all ADUs other than those described in subsection (h)(1) above, the City shall require a new or separate utility connection between the ADU and the utility and shall charge a connection fee or capacity charge that is proportionate to the burden of the proposed ADU based on the size or number of drainage fixture unit (DFU) values upon the water or sewer system.

- (i) Impact fees.
 - (1) No impact fee shall be imposed on any ADU of up to 750 square feet in size.
 - (2) Notwithstanding any fee resolution to the contrary, for ADUs larger than 750 square feet, impact fees shall be charged proportionately in relation to the square footage of the primary unit.
 - (3) All applicable public service and recreation impact fees shall be paid prior to occupancy in accordance with California Government Code §§ 66000 et seq. and 66012 et seq.
 - (4) For purposes of this section, "impact fee" shall have the meaning set forth in California Government Code § 65852.2(f).

Sec. 9.85.135. - Fire Sprinklers

- (a) Fire sprinklers shall be required in the ADU if they were/are required in the primary unit at the time of construction.
- (b) Fire sprinklers shall be required in a FZADU regardless of whether they were required in the primary unit.
- (c) The construction of an ADU or FZADU shall not trigger a requirement for sprinklers to be installed in the primary unit.

Sec. 9.85.140. – Mandatory approvals.

- (a) Notwithstanding any other provision of this chapter, the City shall ministerially approve an application for any one of the following categories of ADUs and/or JADUs within a residential zone, unless such ADU is in the very high fire hazard severity zone.
 - (1) An ADU and a JADU within the existing or proposed space of the primary unit or accessory structure, subject to the following requirements:
 - a. An ADU or JADU shall have exterior access separate from the legally existing or proposed primary unit.
 - b. An expansion of up to 150 square feet shall be allowed for a legally existing accessory structure that is to be converted to an ADU, solely for the purpose of accommodating separate ingress and egress.
 - c. The side and rear yard setbacks shall be sufficient for fire and safety.
 - d. The JADU shall comply with the requirements of Sections 9.85.150 and 9.85.160 below.

-11- Ord. No. 388

- (2) One detached ADU that will have at least four-foot side and rear yard setbacks on a legally existing lot with a legally existing or proposed primary unit, provided that the ADU shall not be more than 800 square feet and shall not exceed the height requirements set forth in Section 9.85.130(b). The ADU may be combined with a JADU so long as it complies with all the requirements of Sections 9.85.150 and 9.85.160 below.
- (3) On a lot with a legally existing multifamily dwelling structure, up to 25 percent of the total multifamily dwelling units, but no less than one ADU or JADU, shall be allowed within the portions of the legally existing structure that are not used as livable space, including, but not limited to, storage rooms, boiler rooms, passageways, attics, basements, or garages, provided that each dwelling unit complies with State building standards for dwellings.
- (4) On a lot with a legally existing or proposed multifamily dwelling structure, there may be up to two detached ADUs, provided that neither unit exceeds the height requirements set forth in Section 9.85.130(b) and that both ADUs have at least four-foot side and rear yard setbacks. For those ADUs and JADUs that require mandatory approval, the City shall not require the correction of legal, nonconforming zoning conditions.
- (b) Any ADU created under this Section 9.85.140 shall not be rented for a period of less than 30 days.

Sec. 9.85.150. – Junior accessory dwelling units – development standards/requirements.

- (a) One JADU shall be allowed on single-family residentially zoned lots in conjunction with a legally existing or proposed primary single-family unit, including in an attached garage. A JADU may be allowed on the same lot as a detached ADU where the detached ADU is no larger than 800 square feet and does not exceed the height requirements set forth in Section 9.85.130(b).
- (b) The JADU shall be required to contain at least an efficiency kitchen which includes cooking appliances and a food preparation counter and storage cabinets that are of reasonable size in relation to the size of the JADU.
- (c) The JADU shall be required to have a separate entrance from the primary unit.
- (d) The JADU may, but is not required to, include separate sanitation facilities. If separate sanitation facilities are not provided, the JADU shall share sanitation facilities with the primary single-family unit and shall have direct access to the primary unit from the interior of the JADU.
- (e) Parking.
 - (1) No additional parking shall be required for a JADU.
 - (2) If a garage is converted to develop a JADU, replacement parking shall be required.

-12- Ord. No. 388

- (f) A JADU shall be required to comply with applicable Building Code standards.
- (g) The owner of the property on which a JADU is constructed shall record with the County Recorder of Los Angeles County, a deed restriction which shall run with the land and a copy of the recorded deed restriction shall be filed with the City after recordation. The deed restriction shall provide for the following:
 - (1) A prohibition on the sale of the JADU separate from the sale of the primary unit;
 - (2) A prohibition on the JADU being larger than 500 square feet;
 - (3) A prohibition on renting either the primary unit or the junior accessory dwelling unit for less than 30 consecutive, calendar days;
 - (4) A restriction that the owner resides in either the primary unit or the JADU, notwithstanding the following:
 - a. The owner may rent both the primary unit and the JADU to one party with a restriction in the lease that such party may not further sublease any unit or portion thereof; and
 - b. This restriction shall not apply if the owner of the primary single-family unit is a governmental agency, land trust, or housing organization; and
 - c. A statement that the deed restrictions may be enforced against future purchasers.
- (h) For the purposes of applying any fire or life protection ordinance or regulation, or providing service water, sewer, or power, including a connection fee, a JADU shall not be considered a separate or new dwelling unit.
- (i) The City shall not require the correction of legal, nonconforming zoning conditions for approval of a JADU.

Sec. 9.85.160. – Regulations – accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs).

All provisions set forth herein relating to ADUs shall also apply to FZADUs and EADUs.

- (a) Sales. ADUs and JADUs cannot be sold separately from the primary unit, except to the extent the sale meets the requirements of Government Code section 65852.26 with regard to a qualified nonprofit corporation.
- (b) Rental.
 - (1) Short-term rentals of the ADU and JADU are prohibited.
 - (2) The ADU or JADU may be rented separate from the primary unit.

-13- Ord. No. 388

- (c) Owner/occupancy.
 - (1) No ADU approved between January 1, 2020, and January 1, 2025, shall have an owner-occupancy requirement. After January 1, 2025, owner-occupancy shall be required for all new ADUs, such that the owner of the property shall occupy either the ADU or the primary unit.
 - (2) All properties on which a JADU is developed shall have an owner-occupancy requirement in accordance with Section 9.85.150(g).
- (d) This chapter shall in no way validate any existing illegal ADU nor shall it change a legal nonconforming unit to a conforming unit.
- (e) An application to convert an illegal and/or nonconforming ADU and/or JADU to a legal conforming ADU or JADU shall be subject to the same standards and requirements as for a newly proposed unit.
- (f) Subsections (d) and (e) above shall not apply to any unpermitted accessory dwelling unit which is subject to Government Code section 65852.23 unless the city makes a finding that correcting the violation is necessary to protect the health and safety of the public or occupants of the structure.
- (g) Guest houses that were previously approved and which have a valid building permit on file shall not be affected by this chapter. However, an application to convert a guest house to an ADU shall be subject to this chapter.
- (h) Enforcement. Until January 1, 2030, the City shall issue a statement along with a notice to correct a violation of any provision of any Building Code standard relating to an ADU or JADU that provides substantially as follows:

You have been issued an order to correct violations or abate nuisances relating to your accessory dwelling unit or junior accessory dwelling unit. If you believe that this correction or abatement is not necessary to protect the public health and safety you may file an application with the City Manager. If the City determines that enforcement is not required to protect the health and safety, enforcement shall be delayed for a period of five years from the date of the original notice.

This provision shall only apply to ADUs and JADUs built before January 1, 2020.

ARTICLE III. – ALTERNATE TYPES OF ACCESSORY DWELLING UNITS

Sec. 9.85.200. – Fire zone accessory dwelling units.

FZADUs shall be processed in accordance with and subject to the provisions of Sections 9.85.110 through 9.85.130, and 9.85.160 above with the following exceptions:

(a) FZADUs shall be required to have minimum side and rear yard setbacks of 15 feet that shall be maintained in compliance with the Fire Department's fuel modification requirements. For hillside lots with an average slope of at least ten percent, the

-14- Ord. No. 388

15-foot setbacks shall be measured from the edge of the building pad and the edge of any top or toe of a slope; and

(b) FZADUs shall be required to be equipped with fire sprinklers.

Sec. 9.85.210. – Enhanced accessory dwelling units.

- (a) EADUs may be allowed in the R-20,000 zone.
- (b) EADUs may exceed the maximum permitted size allowed under Article II above, subject to the maximum square footages set forth in Section 9.85.020.
- (c) Development standards.
 - (1) EADUs shall be required to comply with all the requirements of the underlying zoning and all building requirements, including fire sprinklers.
 - (2) EADUs shall be required to provide one additional parking space per unit.
 - (3) EADUs shall be required to comply with the procedures set forth in Chapter 34 of the Development Code for Architectural Review, Significant.

SECTION 4. Section 9.85.300(2) of the Bradbury Development Code is amended to read as follows; all other sections remain the same:

(2) Accessory living quarters are permitted only on residential lots which are developed with an existing or proposed primary single-family unit. The accessory living quarters may not be built before the primary single-family unit.

SECTION 5. Section 9.85.410(4) of the Bradbury Development Code is amended to read as follows; all other sections remain the same:

(4) Unless demolition or alteration is prohibited pursuant to subsection (c) above, a housing unit may be demolished.

SECTION 6. Section 9.85.420(11) of the Bradbury Development Code is amended to read as follows; all other sections remain the same:

(11) Height. The height of a new unit shall not exceed 18 feet unless the unit is built in a previously existing permitted space above a permitted ground floor area or garage.

Section 7. CEQA. This Ordinance is exempt from CEQA pursuant to CEQA Guidelines Section 15282(h) which provides a statutory exemption for the adoption of an ordinance regarding accessory dwelling units to implement the provisions of Sections 65852.1 and 65852.2 of the Government Code. As the standards of Government Code Section 65852.22 relating to junior accessory dwelling units are incorporated into Government Code 65852.2, this exemption covers junior accessory dwelling units as well. Regardless of whether the City adopts this Ordinance, accessory dwelling units and junior accessory

-15- Ord. No. 388

dwelling units must be allowed in the City in accordance with the standards set forth in State Statute. Additionally, the provisions of SB 9 exempted an ordinance which implemented SB 9 from CEQA. Therefore, this Ordinance is categorically exempt under the provisions of state law as well as the common sense exemption of CEQA Guidelines section 15061(b)(3) which provides that CEQA does not apply where it can be seen with certainty that the project will not cause any impacts.

SECTION 8. Effective Date. This Ordinance shall take effect on the thirty-first date after passage.

SECTION 9. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or any part thereof is for any reason held to be unconstitutional or otherwise invalid, such decision shall not affect the validity of the remaining portion of this ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause, or phrase be declared invalid.

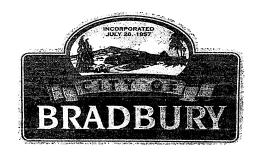
SECTION 10. Certification. The City Clerk shall certify the passage of this ordinance and shall cause the same to be entered in the book of original ordinances of said City; shall make a minute passage and adoption thereof in the records of the meeting at which time the same is passed and adopted.

SECTION 11. Transmission to HCD. The City Clerk shall send a copy of this Ordinance to the Department of Housing and Community Development as required by State law.

PASSED, APPROVED AND ADOPTED this 17th day of October, 2023.

	Richard G. Barakat Mayor	
ATTEST:		
Diane Jensen City Clerk		

COUNTY OF LOS ANGELES) §. CITY OF BRADBURY)
I, Diane Jensen, City Clerk of the City of Bradbury, do hereby certify that the foregoing ordinance, being Ordinance No. 388, was duly passed by the City Council of the City of Bradbury, signed by the Mayor of said City, and attested by the City Clerk, all at a regular meeting of the City Council held on the 17th day of October, 2023, that it was duly posted and that the same was passed and adopted by the following vote, to wit:
AYES:
NAYS:
ABSENT:
Diane Jensen City Clerk
City of Bradbury



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

October 17, 2023

SUBJECT:

PRESENTATION - SOUTHERN CALIFORNIA EDISON'S RECAP

OF WORK ON WOODLYN LANE

ATTACHMENTS: 1) Public Works Permit #3892

2) Approved Traffic Control Map

SUMMARY

F

This item prompts a discussion with Southern California Edison regarding their September 7, 2023 work on Woodlyn Lane.

City Staff had been working with Southern California Edison (SCE) in February 2023 for proposed pole replacements to take place in April 2023. Dialogue between the City and SCE ensued and the permit was eventually finalized in April 2023 for an approximate start date in June 2023. April 2023 was the last time the City heard from SCE on this project.

The project, pursuant to the permit, was for two power pole replacements - one on 3 Woodlyn Lane and one on 13 Woodlyn Lane. Permit conditions stipulated "absolutely no roadway closures" and "notification shall be provided to the HOA at least one week prior to construction". Contact information for HOA leaders was affixed to the permit for easy coordination in the field. The permit also stipulates that the "City of Bradbury Engineering Department shall be notified at least twenty-four (24) hours before start of work".

On the morning of September 7, 2023, the City started fielding complaints from Woodlyn Lane residents regarding SCE's unscheduled work. The initial complaints were about full road closures and lack of advanced noticing. The City almost immediately dispatched the City's Engineering Inspector. The Inspector met with SCE's contractor and advised them of the road closure issue(s) and inspected traffic control measures for compliance

OR CITY COUNCIL AGENDA	AGENDA ITEM #
------------------------	---------------

with the approved traffic control map. That morning, the City also advised SCE's permitting technicians and public affairs liaison of the issues and complaints to assist in resolving the field issues.

After the event, the City later heard complaints from residents regarding SCE's lack of noticing, full road closures, residents needing to help direct contractor truck traffic, and no/limited notification of electrical outage duration.

ATTACHMENT #1



SITE ADDRESS

(,, ان 15 Woodlyn Lane

5	
B	
I	
Y	

TO Name Anna Order, CASHA

9325-000 (mm)	
On Woodlyn Lane in front of #3 and #13	of#3 and #13
2 (ca) Power Pole Replacer	2 (ca) Power Pole Replacements - TD2010925 & TD1985934
APPLICANT Southern Cal. Edison	PH* 909-820-5256
MAILING ADDRESS 1515 Walnut Grove Ave	
city Rosemead	STATE CA ZP 91770
CONTACT PERSON	MOBILE#
Maria McFarlane	909-265-2766
CONTRACTOR	CONTRACTOR LICENSE #
WATE WO ADDRESS	LICENSE CLASS
ACTION VIOLEN	CITY BUSINESS LICENSE #
	STATE
CONTACT PERSON	MOBILE #
STATEATE I-Jun-23	COMMITTEE DATE 2-Jun-23
L (Permittee) Maria McFarlane	
of (Company) SOUTHERN California Edison for permit to construct/excevent/encroach in the Public Highway at the locations described above, subject to the provisions.	hereby make application cannot be provided to the providers
In consideration of the granting of this permit, it is agreed by the applicant that the City of Bradbury, and any of their officers or employees thereof shall be held harmless by the applicant from any inhillity or responsibility for any accident, loss, or damage to persons or property, happening or occurring as the provinces the result of any of the work undertaken under the terms of this application and the permit or permits which may be granted in response thereto, and that all of said liabilities are bereity assumed by the applicant. It is further agreed that if any part of this invalidation interfaces with the future use of the highway by the granted public, it must be removed or relocated, as designated by the City Engineer at the expense of the Permitte or his successor in interest.	in that the City of Bradbury, and may of their officers biblity or responsibility for any aecident, lost, or sent of may of the work, undertaken under the in response thereto, and that all of said liabilities in response thereto, and that all of said liabilities of this interallation interferes with the future use of stignated by the City Engineer at the expense of the

PUBLIC WORKS PERMIT

	THE REAL PROPERTY.		a department of the		A COLUMN TWO IS NOT THE OWNER.	-	Trans.	_		_	-					ā .			L
NOTES NOTES	20.00	VALUATION	369% N.W. M. M. M.	Pormit # Initials, Date	30 US LANDRY GROE			MISC. PLAN CHECK \$0.00	ADDN'L SUSMP/SWPPP P.C. \$1,091.02 \$0.00	ພ		IMPROVEMENT PLANS P.C. 52,182.03 \$0.00	w	DISTURBANCE, \$3,273.05	GRADING PLAN CHECK < 5 ACRE OF \$0.00	FINAL MAP CHECK \$2,182.03 / SHEET \$0.00	2 ENCROACHMENT PLAN CHECK \$181.84 \$363.68	PLAN CRECK	APPLICATION FOR:
	CHBCX		3	TOTAL FEE \$1,638.85	MISC. \$0.00	LONG TERM PLANNING FEE \$10.91	TECHNOLOGY FEE \$66.14	MISC. FEES	ADDN'L SUSMP/SWPPP PERMIT S1,102.26	SUSMP/SWPPP FERMIT S2.204.53	00 MISC. LEGAL DESCRIPTIONS SSAS,51 \$0.00	IMPROVEMENT PLANS PERMIT \$2.204.53	.00 ADDITIONAL GRADING PERMIT \$1,653.40 \$0.00	DISTURBANCE \$3,306,79	.00 GRADING FERMIT < 3 ACRE OF \$0.00	•	2 ENCROACHMENT	SUDGES	X EXCAVATON X ENCROACHAENT

- All work to be done in accordance with the Standard Specification for Public Works Construction, latest edition and addendams, unless otherwise specified. All work shall be performed by a contractor with the appropriate locates.
- Traffic controls throughout construction shall conform to the current State of California Manual of Traffic Controls for

Construction and Maintenance Work Zones, latest edition.

- u a A copy of this permit shall be kept at the site of work at all times and produced upon demand.
- s. All work authorized under this permit MUST BE COMPLETED WITHIN THE TIME SPECIFIED THEREIN, UNLESS SO COMPLETED, THIS PERMIT SEALL BE VOID. An extension of time may be gamind if applied for twenty-four (24) hours
- before permit expires.
 The City of Bradbury Engineering Department SHALL BE NOTHFIED AT LEAST TWENTY-FOUR (24) HOURS BEFORE START THE VOLUME OF WORK by telephoning (909) 594-9702. Should the inspector find work in progress prior to nextification by the Permittee and permit not on site during construction, work may be supposed for a period of not less than the terminder of the day.

 An additional inspection fee not less than double the original fee, will be charged for failure to apply for a permit prior
- ò
- The holder of any permit and any agent, servant or employee working for said permit holder on any excavation and fill, skall inform himself and obtain all necessary information as to the existence and location of all underground pipes, lines, manholes, wrice, signal devices, substructures, and appurtenances of any utility, and the City shall be protocated by the Permitme against any damage by treason of excavation or fill. Any damage caused to such underground installations, appurtenances, or substructures, shall be paid for by Permittee. Such repairs as are required, shall be made or be caused to be made by the City of Bradbury and billed to such Permittee who shall pay the same upon receipt or sustement of the cost of such repair.
- Form inspection will be required prior to placement of concrete and at the completion of work. At least twenty-four (24) hours notice will be required before inspection can be provided.

 Work shall be performed between the hours of 7:00 a.m., and 4:00 p.m.
- F5.99

Maria McFarlane

THIS PHIMIT EXPIRES SIX (6) MONTHS AFTER THE DATE OF ISSUANCE

4/13/2023 DATE

ដ General Lishelity, Amendolity, and Worker's Companyation Insurance Contilicates shall accompany this parasit application per the requirements as outlined in the Standard Specifications for Poblic Works Specific provisions and conditions may be appended to each permit.

Dumpheus must have lighted barrieades at each end and must be removed after seven (7) days.

minutica (Camphook), along with a copy of the appropriate contractor's license.

ATTACHMENT #2

GENERALIZED TRAFFIC CONTROL NOTES

- моволи, (м.) 129. На веде до 200 од 1909/200 безбелот е де Симърский се де Симърский безбелот безбело
- (CSSA) ROWARDENTS AS APPLICABLE.

 RECORDINATION OF THE CALIFORNIA ADDISSIBLE OF THE AMERICAN DISABILITY ACT (JUA) ACCESSIBLENT OUDGIAES & HIM THE CALIFORNIA ADDISSIBLE OF THAT OUDGIAES THE AMERICA CONSTRUM ADDISSIBLE OF THAT OUTGOINED THE AMERICA CONSTRUM AT THE CALIFORNIA ADDISSIBLE OF THAT OUTGOINED THA
- AT THE ADMINISTRATING THE RESERVENCE OF THE CONTROL STREET, THE ST
- Kabioy. Working hours per the excromonhert penat standard conditions as issued by the assicy or as
- SECURED IN PROJECT DIS SECURICATIONS.

 THE CONTRICIONS AULT MOTE THE ARRAIN AT LEIST 8 MODING DATS IN JOVANCE OF EMPLEISHING MAY THE CONTRICION AULT MOTE THE ARRAIN ATTEMPORATION AND ARRAINS SECURIFIED THE ARRAINS SERVICE OF EMPLEIS THE ARRAINS FROM THE SEMENT THE ARRAINS FROM THE ARRAINS AND ARRAINS FROM THE ARRAINS AND ARRAINS AND ARRAINS ARRAINS
- ALL PRIVINE DIVINENTALS & SOE SINEETS SHALL BE (DET OPC) AT ALL TRUSS EXCEPT HEM DOUSETRICTION (SE PLACE DISCENT METHORIT OF THE INFORMATIVES SINEETS, ALL OPCH DECANNINGS ON PUBLIC STREETS (SIG) THE UNIT-WIGHOUGH HOURS SHALL BE KOMENINGS SINEETS, BLANED (ANTI-SKOP PLATES) FOR TRAFFIC TO THE TERVICION OF THE ADDRESS OF BEHABELER, MICH.
- "Infoldadut Canstruction all existing traffic control devices sich as sighaee, stieping & other Jeht lurging that are in corplet with the plans shown histeon shall be consted or rejudied while Volunt traffic control, is in place.
- s. Tranto signals shall relami ni ordanioni at ali tres, confictino tranto signal regardiosi shall evolucios de substanti del most del constanti del confidente del constanti del confidente del constanti del confidente confidente del confidente con ALL TERPONNY PANTY CONTROL DENAIS SHALL BE REMONED FROM THE STREET WHICH HOT IN USE OR LIPCH RELEASE OF THE STREET WHICH HE RESTORED BY THE WINDOW AT THE EIGH OF EACH MUCK DAY.
- IL, N. ACCORDANCE IN RESPECTA (ACCEPTED CONSTRUCTION PRACTICES, HIS CONTRACTOR STALL BE SCALL'S CONTRACTOR STALL BE SCALL'S CONFERENCE AND RECOMMENDED ON THE CONTRACTOR SHALL BE SCALL'S REPORTED VARIES (ACCEPTED CONSTRUCTION OF THE CONTRACTOR SHALL FULLY CONTRACTOR SHALL BE SCALL'S CONTRACTOR SHALL BE SCALL'S
- 12. ALL TIMPTO LIARS SHALL HAVE A MITRANAI OF 5 FETT GEARANCE FROM OPEN EXCANATIONS & A LIBRADIA OF 2' FETT FROM HETTION, COSTRUCTIONS, CONTRACTOR MAST MANTAN A MARKANAI ONE LIARE OF TRAFFO IN EACH DISCUSSON AT ALL TIMES , it is the responsement of the companyon performing the work on a public street to recall any work of a public street to recall as such as such as the second to broke the second to desire the such as such
- I, THE CONTRACTOR SHALL PORT CHI(CH), "HEMEN LAISS" OF WB-1 "DUMP" SSOIS RI ADVANCE OF PAREISHT SURVICE DISAMPTORS OF 1/2" OR GERLITE. PANEISHT DISAMPTIXAS OF 1 1/2" OR GERLIER SHALL HAVE A BEVELDI EDEC OF 4 MORENIUS TO 1 HEITING.
- 14. Pluce additional coxica) "ame closed" sign on tipe 1 barboldes at 200" intervals throughout Ectrosod viow, areas in Each Lave fluit is closed, install cozica) "deen theolof" signs whijende an ofen Ecalvision area desir salaugent for et traveled by "steen flates aread" signs shall be posted in Advance of Ecalvisticas covered by steen flate browns.
- 16. ALL ADVANCED WARRING SIGNS SHALL BE RETRO-REFLECTIVE DURBNO DAY TIME HOURS & WITH WARRING LIGHTS AT THE CONTRACTOR SHALL PROVIDE ELAG PERSONS AS DEDLED NECESSARY BY THE ARBIOY. , meati kork laly rezules winton approval, from tie acciet, at accioes descretan, lane closures, road Tours, road godines a trappe sonal hoddeatron associated with operacif construction aginties hay Cure, rocultion sons se falsco in dunince of constitutions.
- 17. Left turns shall be prohented during construction when left turn asbulty is restricted and when Left turns are alcomplot with construction or opposing trappic. II. ALL SARIS SHLL CONFORM TO THE CHROSOT CA MATCH & HITE UNITED STATES DEPARTMENT OF TRANSPORTATION BOOK OF STANDARD REPAIRAY SHOUL DEVELOS SHOWN DEPARTMENT OF TRANSPORTATION TUBLIAND, TO STANDARD REPAIRAY SHOUL DEVELOS SHOWN DEPARTMENT OF THE CHROSOT SHALL BE 35° MAI HERGHT & COMES SHALL BE 26° MAI HERGHT & SHALL ROLLDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & SHALL BOUNDE A 6° & 4° MAI HERGHT & 5° MAI HERGHT &
- 20. DELINEATORS SHALL BE SPACED AT 10" O.C. WITHEN 300" OF AN INTERSECTION 19, f Villang Golice Seedi (Mat 10 2004) sins bi a construction zone, follow muteo regimendatis, as Well as desting 2004 construction zone seed wath menge the streets, will be reduced to one lake in Either direction. Computation sons shall de confed a uncompred as wedden.



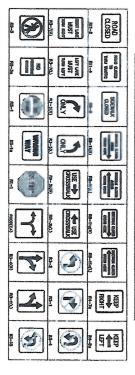
i



MISCELLANEOUS TEMP. TRAFFIC CONTROL SIGNS

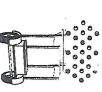


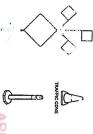
MISCELLANEOUS REGULATORY SIGNS



MISCELLANEOUS DEVICES







EGEND



- PROPOSED WORK AREA
- Û **EXISTING STRIPING**
- MUNICIPALITY BOUNDARY LINES EXISTING CURB & GUTTEN
- DWY CALTRANS BOUNDARY LINES EGSTING DRIVEWAY(S)
- EXISTING FENCE LINE PROPOSED CHANNELIZATION LINE
- PROPOSED PORTABLE ARROW BOARD PROPOSED FLAG PERSON W/ 2-WAY RADIO
- OR COME MOUNTED SIGN PROPOSED PORTABLE MESSAGE SIGN
- PROPOSED TYPE II BARRICADE W/ SIGN(S)
- PROPOSED TYPE III BARRICADE W/ SIGN(S)
- SIGNALIZED INTERSECTION FLASHING BEACON





ADDRESS FROJECT SOUTHERN CALIFORNIA EDISON COMPANY POLE REPLACEMENT 3 WOODLYN LN. 2010925

PRO TRAFFIC SERVICES &

APPROVED BY: HESIONED BY:

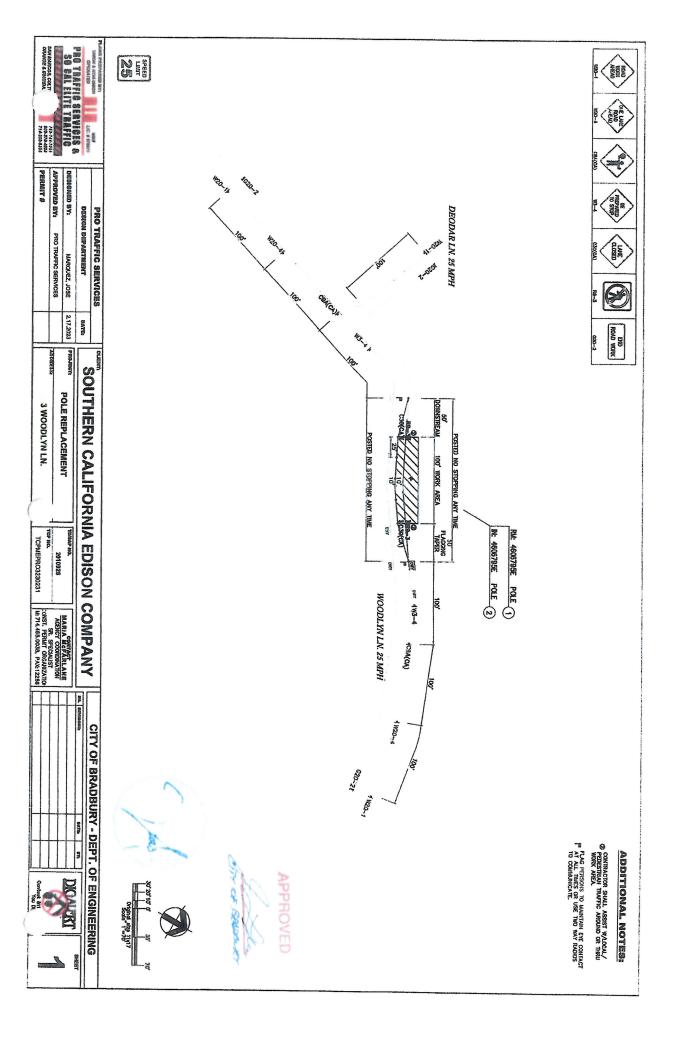
> PRO TRAFFIC SERVICES MARQUEZ, JOSE

> > 217,2023 DATE

DESIGN DEPARTMENT PRO TRAFFIC SERVICES

TOP NO. TCPMEPRO3230231 M: 714.465.0038, PAX:12258

NA HIVE



GENERALIZED TRAFFIC CONTROL NOTES

- (GSH)) REMARKENTS AS APPLICABLE.

 (GSH)) REMARKENTS AS APPLICABLE.

 (GSH)) REMARKENTS AND ASSESSED AS A REMARKENT OF DESIGNAL ACTS (ADA) ACCESSION THE CONTROL OF SENSION ACCESS A SHALL DESIGNATION ACCESS A CONTROL OF SENSION ACCESS AND ACCESS AN
- en the above technicas he right to observe these thather compact fifth in size field by any technicass. In the above technicass, the above technicass that the above technicass the above technicass that the above technicass the
- MORNOY. HOURS PER THE ENCROMENTED PENMIT STANDARD CONDITIONS AS ISSUED BY THE AGENCY OR AS
- ALL PRIVITE DIMENING & 50% STREITS SMALL BE KEPT OPEN AT ALL TRIES EXCEPT WEND CONSTRUCTION ESS PLACE DIRECTLY IN PROVIT OF THE ENVIRNIMY/SIGNE STREITS, ALL OPEN EXCANATIONS OF PUBLIC STREITS AND THE KNA-MODROUG MOUTES SMALL BE ALCK FILLD OR STEEL FLATED (AVIT-500 PLATES) FOR TRAFFIC TO THE STACKTION OF THE ASSOCIATION OR DEPOSITION.
- "IROUBAOUT CONSTRUCTION ALL EXSTRIC TRAFFIC CONTROL DEVICES SUCH AS SERVICE, STREMO & OTHER EXEMPT JAMPION CHAY AGE N COMPLICT WITH THE PLANS SHOWN HEREON SWALL BE CONFIRED OR REJUVED WHILE PORARY TRAFFIC CONTROL IS BY PLACE.
- ALL TELPONAY TRAFFIC CAVITICA, DEVICES SHALL BE RELIVIED FROM THE STREET WHEN HOT IN USE OF LIPCH TELTION OF DALLY CONSTRUCTION A THE PETHAMBUT TRAFFIC COMPRICE DEVICES SHALL BE RESTORED BY THE TRACTOR AT THE DID OF ELICH MOKE DAY.
- . Drafto somals small regarm in opdation at all times, coveration trapes seem absolutions shall be consistent as the construction where small becomes the modern that the coveration with the construction where small seems that the construction where the construction where the construction where the construction codes from construction and codes from construction and construction where the construction where the construction where the construction and a structure codes from the construction and the construction of the cons
- EN ACCOMBANICE WITH GEREVALLY (ACCEPTED COMERRICINE) PRACTICES, HE CONTRACTOR WILL BE SOLELY EN FUNCTION, VERSONGREIC FOR THE CONTROLS OF THE SOUR STILL, MOLINION THE SWEETEY OF ALL SHELL BE SOLELY ALL ANS, FORTHY LUMBIS ERFORMANCE OF WORK, THE CONTRACTOR SHALL FULLY COMPET, WITH ALL STATE & FEDERAL LINE, EXCLALATIONS & CORDESS RELLATION TO SWEETEY TO THE PURILOR AND WORKMEN.
- IT IS THE RESPONSIBILITY OF THE CONTRACTOR PERFORMING THE WORK OH A PUBLIC STREET TO INSTALL & NATIVAL TRAFFIC CONTRICL DESCORE SEGUINI HEREGOM, AS WELL AS MAY SUCKA MONTROMAL DEFINITIONS AS MAY BE WINDED TO ENSURE THE SAFE MONEMENT OF TRAFFIC & FEDISTRIAMS THROUGH OR ANOUND THE WORK AREA.
- IX. THE CONTRACTION SHALL POST CAT(CA), "ONEXEN LAKES" OF WIG-1 "BUBD" SIGNS BI ADVANCE OF PAYEMENT SURFACE DISSUPTIONS OF 1/2" OR CRECITE. PAYEMENT DISSUPTIONS OF 1 1/2" OR GREATER SHALL HAVE A BEVELED EDGE OF 4 HIGGISTATU. TO 1 YERRIGAL. 2. ALL THEFO LINES SHALL HANE A LININGHI OF 5 FEIT GERNANCE FROM OPEN EXCANATIONS & A HINNAH OF 2º Teit from Merical, Obstructions, contructor hust limitar a librani one line of trappic in exch discense at all tiers.
- 14. PLACE ADDITIVALL CRO(CA) "LANE CLOSED" SIGN ON TIPE I BARROLDES AT 200 MIERVALS TRECURROLIT ECHONED WIRK AREAS IN LACIE LIAE "HAT IS CLOSED, INSTILL CZI(CA) "O'REN TREUCH" SIGNS WEIDERER AN O'REN ECHANIQUA MEA LESSEN SALMCRIFT ON THE TRAVELED WIX. "STEEL PLATES MELU" SIGNS SHALL BE POSTED IN ADVANCE OF EXCAMITIONS COMPRED BY STEEL PLATE BROGBING.
- kosit was hay redine watten affonya. From the acdive, at aedices descetion, lane closines, road Quesa Road Closines & traffic signal morroarda nasociated with operabit constituction agrines hay User retruntah saks be placed in advance of construction.
- 18. ALL SSAIS SHALL CORPORAL TO THE CURRENT CA MATTOD & THE WITCH STATES DEPARTMENT OF TRANSPORTATION BOOK OF STANDARD MARKEY SAISK, AULESS SHOWN OF THE PLATS, NO SAIGHSTREAT OF TRANSPORTATION, ALL TUBLANE DEDIRENTORS SHALL SE 35" KIN HEISHT & COMES SHALL BE 25" LIEL, HEICHT & SHALL NOLIDDE A 6" & 4" NEW NITHERSTY RETURNITY SEADORS. 17. LET TURNS SKALL BE PROFERITED DURANG CONSTRUCTION WHEN LETT TURN WEBILITY IS RESTRICTED AND WHEN LETT TURNS ARE IN CONFLICT WITH CONSTRUCTION OR OPPOSING TRAFFIC.

ALL ADVANCED HAVEING SIGHS SHALL DE RETRO-REFLECTIVE DURING DAY TIME HOURS & WITH VANNING LICHTS NICHT. THE CONTRACTOR SHALL PROVIDE FLAG PERSONS AS DEEDED NECESSARY BY THE AGENCY,

- (1), F UILLANN SEULCE SPEED LIMIT TO JASIPM SIGNS IN A CONSTRUCTION ADME, FRALLON MUTTO RECUMENDENTS, AS TRELL AS POSTING ZARRY CONSTRUCTION ZONE SPEED MUTTO MARGE TESTERSTS WILL BE REDUCED TO ONE LIMITS AND THE STREETS WILL BE REDUCED TO ONE LIMITS AND MICHORARY CONFUENCIAS SIGNAL BE CONFIDED & UNCONFRED AS NEEDED.
- DELINEATORS SHALL SE SPACED AT 20" O.C. WITHIN 300" OF AN INTERSECTION.

PRO TRAFFIC SERVICES R

PERMIT # APPROVED BY: ESIGNED BY:

> PRO TRAFFIC SERVICES MARQUEZ, JOSE

> > 2.27.2023 DATE

13 WOODLYN LN. **POLE ACCESS**

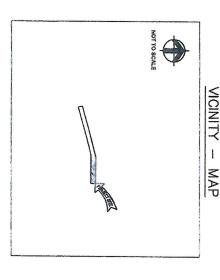
TCPMEPR03230282

SR. SPECIALIST CONST. PERMIT ORGANIZATION M: 714.465.0038, PAX:12258

SOUTHERN CALIFORNIA EDISON COMPANY

NO. STREET

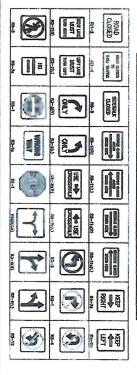
DESIGN DEPARTMENT PRO TRAFFIC SERVICES



MISCELLANEOUS TEMP. TRAFFIC CONTROL SIGNS



MISCELLANEOUS REGULATORY SIGNS



MISCELLANEOUS DEVICES





URROW SIGN TRALER (TYP.) (FAS)







EGEND

BRODE TO WORK AREA TO BRODE

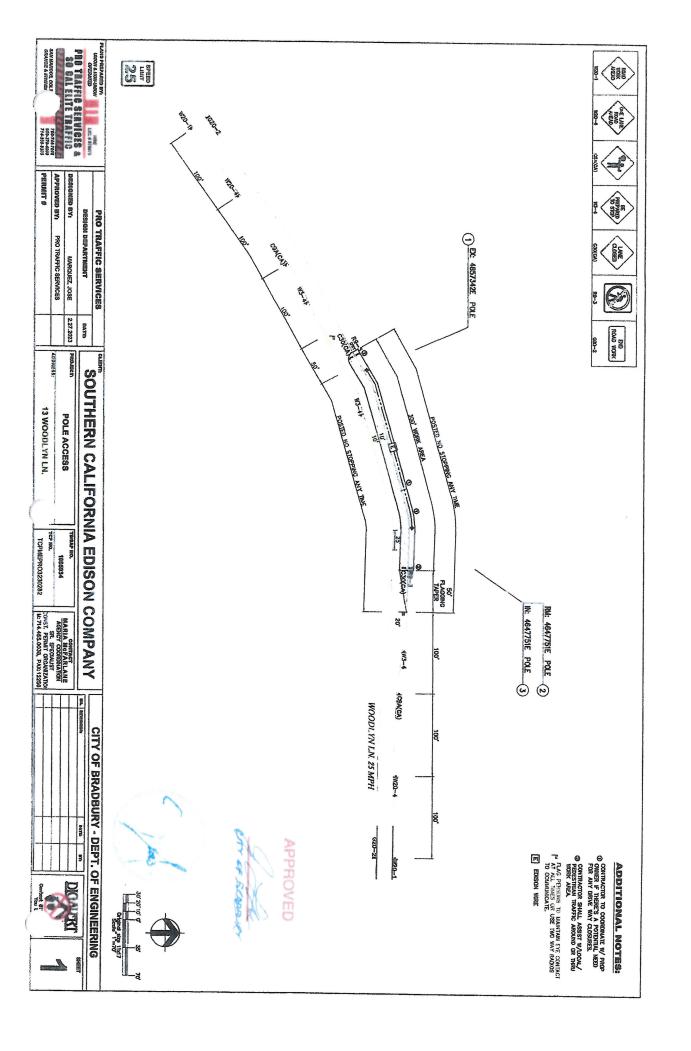
- Û EXISTING STRIPING
- DWY EXISTING DRIVEWAY(S) EUNICIPALITY BOUNDARY LINES EXISTING CURB & GUTTER
- CALTRANS BOUNDARY LINES PROPOSED CHANNELIZATION LINE
- PROPOSED FLAG PERSON W/ 2-WAY RADIO ENSTAND FONCE LINE
- PROPOSED PORTABLE LIESSAGE SIGN PROPOSED FORTABLE ARROW BOARD
- HIGH LEVEL WARNING DEVICE W/ SIGN PROPOSED TYPE II BARRICADE W/ SIGN(S)
- PROPOSED TYPE III BARRICADE W/ SIGN(S) FLASHING BEACON
- SGNALIZED INTERSECTION



3

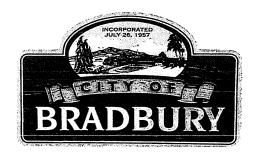






SGVCOG City Council Road Show

The SGVCOG Staff will be providing updates on the SGVCOG programs, accomplishments and goals for the upcoming year.



Richard Barakat, Mayor (District 3)
Richard T. Hale, Mayor Pro Tem (District 1)
Monte Lewis, Council Member (District 2)
Bruce Lathrop, Council Member (District 4)
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: October 17, 2023

SUBJECT: PRESENTATION - AN UPDATE BY CALIFORINA AMERICAN

WATER ON THE LEMON AVENUE RESERVOIR

ATTACHMENTS: 1) August 16, 2022 Minutes

2) February 15 2022 Minutes

3) Bradbury Municipal Code Dealing with Open Space

RECOMMENDATION

California American Water has been working toward the retirement of the Lemon Avenue Reservoir site, and the draft plans are now close to finalization and will be presented during the meeting. It is recommended that the City Council review the presented draft plans and provide any feedback.

SUMMARY

California American Water ('Cal-Am') has been coordinating with City Staff on the demo, filling, and landscaping of the 1.65 acre Lemon Avenue Reservoir site. During the February 2022 City Council meeting, CalAm presented plans that included approximately 26,000 cubic yards of soils import with no solidified plans on its future use. Ultimately, the City Council directed Staff to further work with Cal-Am to refine the project (ATTACHMENT #1). Cal-Am later returned during the August 16, 2022 meeting where they proposed approximately 15,000 cubic yards of soils import. At the time, Cal-Am conducted a study that suggested that the site may be used for additional water storage. The timeline, however, for the construction of such water storage was unknown. Ultimately, the City Council directed Staff and Councilmember Hale to work with Cal-Am to further refine the project (ATTACHMENT #2).

FOR CITY COUNCIL AGENDA	AGENDA ITEM #
-------------------------	---------------

to further refine the project (ATTACHMENT #2).

DRAFT

After working with Cal-Am over the last year, the draft plan is now close to finalization. The current proposal is to demo the existing concrete reservoir, import XXX cubic yards of soils, and sell the space for a future single-family residential development. The current thought is that the parcel would become part of the Estates HOA.

The initial estimates of importing 26,000 cubic yards of soil to fill the Reservoir site will bring impacts to both Bradbury and Monrovia. The import of soil will be transported by an approximate 3,250 haul trucks. It is assumed soils import and grading would take place over 25 days, which translates into about 130 trucks per day (3,250 trucks/25 days = 130 trucks per day). The current haul route from the project site is west on Lemon Avenue, then south on Mountain Avenue to the 210 freeway. The route passes by the Bradoaks Elementary School, in Monrovia, so Cal-Am will be coordinating with the City to secure the appropriate approvals.

ATTACHMENT #1

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF BRADBURY HELD ON TUESDAY, AUGUST 16, 2022 AT THE BRADBURY CIVIC CENTER 600 WINSTON AVENUE, 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.

MEETING CALLED TO ORDER:

The Regular Meeting of the City Council of the City of Bradbury was called to order by Mayor Lathrop at 7:00 p.m. followed by the Pledge of Allegiance.

ROLL CALL:

<u>PRESENT:</u> Mayor Lathrop, Mayor Pro-Tem Barakat, Councilmembers Hale and Bruny

ABSENT: Councilmember Lewis

<u>STAFF:</u> City Manager Kearney, City Attorney Reisman, City Clerk Saldana and Management Analyst Musa

COUNCILMEMBER LEWIS EXCUSED:

Mayor Pro-Tem Barakat made a motion to excuse Councilmember Lewis from the meeting. Councilmember Hale seconded the motion, which carried.

APPROVAL OF AGENDA:

Councilmember Hale made a motion to approve the agenda to proceed with City business. Mayor Pro-Tem Barakat seconded the motion, which carried unanimously.

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

In compliance with the California Political Reform Act, each City Councilmember 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 that he was not aware of any potential conflicts of interest.

PUBLIC COMMENT:

None

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 Councilmember requests 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 are deemed to "waive further reading and adopt."

- A. Minutes: Regular Meeting of July 19, 2022
- B. Resolution No. 22-22: Demands & Warrants for August 2022
- C. Monthly Investment Report for the month of July 2022

MOTION TO APPROVE CONSENT CALENDAR:

Councilmember Hale made a motion to approve the Consent Calendar as presented. Mayor Pro-Tem Barakat seconded the motion, which was carried by the following roll call vote:

APPROVED:

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

NOES: None

ABSENT: Councilmember Lewis

Motion passed 4:0

APPROVAL OF CONSULTANT
AGREEMENT WITH DE NOVO PLANNING
GROUP FOR UPDATE OF THE SAFETY
CHAPTER OF THE HEALTH AND SAFETY
ELEMENT OF THE GENERAL PLAN:

City Manager Kearney stated that Government Code Section 65302(g) regulating General Plans requires the City to update its Safety Element (the Safety Chapter of the Health and Safety Element) with the revision of the Housing Element.

California Government Code Section 65302(g) relating to Safety Elements of the General Plan has been amended to include analysis of additional topics, including those related to wildfires and climate adaptation and resiliency. While the recent hazard mitigation plan addresses many of the wildfire requirements, it does not address climate adaptation and resiliency. Staff does not have the expertise to prepare this update.

The City reached out to two consultants that is has been working before with to obtain a proposal for the update of the Safety Chapter of the Health & Safety Element. Only De Novo Planning Group provided a response. De Novo is a well-respected planning firm that has prepared Safety Element updates for a number of cities (i.e. Gardena and Hawthorne).

De Novo has provided a proposal for \$37,250. The project is billed on the time expended, but it is a "not-to-exceed contract." Staff has checked with other cities updating their Safety Element as to costs and it is in line with those cities.

It is recommended that the City Council approve the Agreement between the City of Bradbury and De Novo Planning Group, Inc. for services to update the City's Safety Element at a not-to-exceed amount of \$37,250.

City Manager Kearney stated that this discussion was continued from the July meeting and staff supplied the City Council with more information, such as:

- City of Los Angeles: Safety Element Background & Summary of Amendments;
- Introducing SB 379: Climate Adaptation and Resiliency Strategies; and
- SCAG: Southern California Climate Adaptation Framework

PROPOSAL:

RECOMMENDATION:

DISCUSSION:

Minutes CC Meeting August 16, 2022 Page 2 of 9 Perry Banner from De Novo Planning Group was online to answer questions about the Safety Element Update.

Councilmember Hale asked how long the process takes. City Manager Kearney stated that the time table is in De Novo's proposal.

City Manager Kearney stated that the City Council approves the Safety Element, not the HCD (Department of Housing and Community Development).

There will be two public hearings: one with the City Council and one with the Planning Commission. Community input can be taken at the regular City Council meeting and regular Planning Commission meeting.

MOTION TO APPROVE AGREEMENT WITH DE NOVO PLANNING GROUP:

Councilmember Hale made a motion to approve the Professional Services Agreement with De Novo Planning Group, Inc. for the Preparation of an Update to the Safety Chapter of the Safety Element of the General Plan at a not-to-exceed amount of \$37,250. Mayor Pro-Tem Barakat seconded the motion, which was carried by the following roll call vote:

APPROVED:

AYES: Mayor Lathrop, Mayor Pro-Tem Barakat,

Councilmembers Hale and Bruny

NOES: None

ABSENT: Councilmember Lewis

Motion passed 4:0

PRESENTATION - AN UPDATE BY CALIFORNIA AMERICAN WATER ON THE LEMON AVENUE RESERVOIR:

City Manager Kearney stated that California American Water (Cal-Am) has been coordinating with City Staff on the demolition, filling, and landscaping of the Lemon Avenue reservoir. At the February 2022 City Council meeting, Cal-Am presented plans that included estimates of 26,000 cubic yards of import soil transported by approximately 3,250 haul trucks to fill the Reservoir. It was assumed soils import and grading would take place over 25 days, which translated to about 130 trucks per day. The City Council commented that the import of soils seemed excessive, especially since Cal-Am did not have immediate plans to develop the site. Since the February meeting, Cal-Am has revised their plans and reduced the volume of import. The initial estimates of 26,000 cubic yards of import soil has now been reduced to approximately 15,000 cubic yards.

HAUL ROUTE:

The current haul route from the project site is west on Lemon Avenue, then south of Mountain Avenue to the 210 Freeway. The route passes by the Wild Rose Elementary School in Monrovia, and an additional assessment would need to be conducted on the health risks.

LONG-TERM PLANS FOR RESERVOIR SITE:

It is unknown at this time what will happen to the Reservoir site in the long term. Cal-Am has conducted a study on systemwide storage, and the results of the study suggested it as a site for additional water storage. However, Staff has been told that the timeline associated with the construction of such water storage is unknown.

CAL-AM REPRESENATIVES:

(Name), Civil Engineer, and Brandan (Name), Landscape Architect, were online to make the presentation and answer questions from the City Council.

DISCUSSION:

ACTION TAKEN:

PRESENTATION BY SOUTHERN

MITIGATION EFFORTS:

CALIFORNIA EDISON ON WILDFIRE

Councilmember Hale stated that he is not comfortable with the project, because he is concerned that Cal-Am will fill the site and then put a new tank on top. Councilmember Hale also was concerned about the traffic and the nearby school. Maybe Cal-Am should to post a bond for the road.

Councilmember Hale stated that he wants to see the plans and asked if our City Engineer, David Gilbertson, could look at them as well.

Councilmember Hale stated that he built a tank for Cal-Am in the past which included landscaping. As soon as the tank was finished, Cal-Am shut off the water and all of the landscaping died. He does not want that to happen again.

The Cal-Am Representatives stated that the current site is getting watered, but right now water conservation is necessary. Other than that, is Cal-Am going in the right direction?

City Manager Kearney stated that he will set up a meeting between Cal-Am, the City Engineer and Councilmember Hale to look at the finalized plans for the Lemon Water Reservoir.

Jeanette Soriano, Government Relations Manager, and Albert Diaz, District Manager of Monrovia, gave a presentation on Wildfire Mitigation Efforts by Southern California Edison.

The topics of the Power Point Presentation included:

- 2021 Wildfire Season
- SCE's Wildfire Mitigation Activities
- Public Safety Power Shutoffs (PSPS)
- Reducing the Need for PSPS
- PSPS Communications
- Customer Programs and Resources

Edison provided Council and Staff with a sample of Insulated Wire.

DISCUSSION:

Mayor Lathrop inquired if the City could use its Rule 20A money to pay for insulated wire in the City of Bradbury. Ms. Soriano stated that this would be a great idea, but that the Rule 20A program is for undergrounding utilities only and that the PUC is retiring the Rule 20A program soon.

DISCUSSION OF THE ANNEXATION OF THE ROYAL OAKS RETIREMENT COMMUNITY:

City Manager Kearney stated that the City of Bradbury redistricted in 2021. As part of the process, the City Council directed Staff to annex a portion of Royal Oaks Drive North, directly below the Retirement Community ("Manor"), which was found to be in Los Angeles County territory. Such an annexation would ensure that Bradbury's District Three meets regulations regarding district contiguity. Staff recently learned of a Duarte Councilmember's desire to annex the Retirement Community, which would affect Bradbury's current District map and annexation efforts of a portion of Royal Oaks Drive North.

ANALYSIS:

OPTIONS:

It is Staff's understanding that since the incorporation of Bradbury in 1957, the Retirement Community has always been an unincorporated parcel of land belonging to Los Angeles County. The Retirement Community has a lot size of approximately 17.71 acres and the County Assessor's map shows the property divided by three legal lot lines (pursuant to the Subdivision Map Act).

The following are current resident estimates of the Retirement Community in comparison to Bradbury:

Population:
City of Bradbury - 925
Retirement Community - 260

Number of registered Voters: City of Bradbury - 650 Retirement Community - 199

City Staff recently met with the Manor's Executive Director to better understand the Community and its desire for annexation.

City Manager Kearney stated that there are a few options the City Council can explore in response to a potential City of Duarte annexation of the Retirement Community:

- 1. The City of Bradbury could annex the entire Retirement Community;
- 2. The City of Duarte could annex the majority of the Retirement Community and Bradbury could annex a side and/or northern most section;
- 3. The City of Duarte could annex the entire Retirement Community;
- The City of Bradbury could continue with its current annexation plan through LAFCO since an application is already pending.

to r

FINANCIAL ANALYSIS:

A Bradbury annexation of the Retirement Community is unlikely to produce significant property tax revenue since the property belongs to a non-profit organization. After credits for the claimed, non-profit exemption, initial estimates assume City property tax revenues to be approximately \$500 a year. There could be additional future revenue sources for planning reviews and building permits.

INFORMAL CONTRACT WITH BEAR DEMOGRAPHICS:

Staff has entered into an informal contract with Bear Demographics and Research, Inc. for a not-to-exceed amount of \$2,500 to provide initial consulting services on an hourly basis to advise Staff on a potential annexation and/or redistricting.

RECOMMENDATION:

This item is a review of the background on the 2021 redistricting, the efforts to annex a portion of Royal Oaks Dive North, and options for the City Council to explore if the City of Duarte were to annex the Retirement Community. It is recommended that the City Council direct Staff on how to proceed.

DISCUSSION:

Mayor Lathrop stated that he is not in favor of annexing the entire Retirement Community.

Mayor Pro-Tem Barakat felt that the City does not need to do anything about the redistricting.

Councilmember Hale also does not want to annex the entire Manor, because the residents would make up an entire district.

Mayor Lathrop inquired if Duarte can annex the Manor. Andrew Westall from Bear Demographics replied that is up to LAFCO.

Councilmember Bruny was also not in favor of annexing the Manor.

PUBLIC COMMENT:

Mr. Andrew Smith, Executive Director of the Royal Manor, stated that they prefer a full annexation by either the City of Bradbury or the City of Duarte. They don't want to be part of Los Angeles County.

MOTION:

Councilmember Hale made a motion for Bradbury to continue with its current annexation plan through LAFCO and to let Duarte annex the Manor. Mayor Pro-Tem Barakat seconded the motion.

COMMENT FROM LAFCO:

Paul Novak of LAFCO stated that under the current law cities must be contiguous. In our scenario the City of Duarte is not contiguous with the Manor. The City Council needs to amend its motion to explore other option, because the Duarte Mesa does not touch Royal Oaks Drive North.

MORE DISCUSSION:

Mayor Pro-Tem Barakat stated that Duarte Councilmember Margaret Finley wants Duarte to annex the Manor. Mayor Pro-Tem Barakat suggested to let Duarte or the County maintain Royal Oaks Trail.

Mayor Lathrop said let Duarte do what they want to do.

AMENDED MOTION:

Councilmember Hale amended his motion for the City of Bradbury to do nothing, to withdraw our application with LAFCO for the annexation of a portion of Royal Oaks Trail and to send a letter to the County to ask them to maintain the trail in front of the Manor. Mayor Pro-Tem Barakat seconded the motion, which was carried by the following roll call vote:

APPROVED:

AYES: Mayor Lathrop, Mayor Pro-Tem Barakat,

Councilmembers Hale and Bruny

NOES: None

ABSENT: Councilmember Lewis

Motion passed 4:0

DISCUSSION ON THE UPCOMING RETIREMENT OF THE CITY CLERK:

City Manager Kearney stated that this is an ongoing discussion about the planned retirement of City Clerk Claudia Saldana in the spring of 2023, and the challenges associated with filling her position. This is an informal discussion with no formal recommended actions. Rather, this item seeks input from the City Council on how they would like to proceed. It is expected that there will be multiple discussions on this item in the next few months.

The City Clerk's position has expanded with the City's needs since she started working for the City in June of 1988. Today Claudia's position has three main functions. These roles and responsibilities are equivalent in other cities to 1) City Clerk, 2) Accounting Technician, and 3) Executive Assistant to the City Manager.

City Manager Kearney stated the City Council discussed this item at the July 2022 meeting and requested additional job descriptions for both the positions of City Clerk and Accounting Technician. The City Council additionally requested the most recent Bradbury job announcement for the Management Analyst.

Mayor Lathrop stated that the City should outsource payroll and some of the light accounting could be done by the Management Analyst. City Manager Kearney stated that the Management Analyst position was not recruited for accounting tasks. City Manager Kearney also stated that he asked the current Management Analyst if she would be willing to take over some of Claudia's responsibilities and she declined.

Councilmember Bruny inquired about what the part-time Finance Director's responsibilities are. City Manager Kearney replied that the Finance Director's responsibilities are different from the tasks that Claudia is doing. The Finance Director prepares the City's financial reports, completes reports required by the State Controller's Office, prepares Journal Entries, manages investments (CDs) for the City, and is the main liaison for City audits. It would not make sense to have the Finance Director take over Claudia's responsibilities as he gets paid \$87/hour, because he is a CPA. On top of that, the Finance Director is at the office only once a week for half a day and may not be available to dedicate more time to Bradbury. This was an informal discussion and the City Council took no formal action. It is expected that there will be more discussions regarding this item over the next few months.

NO ACTION TAKEN:

DISCUSSION ON THE USE OF CAL RECYCLE FUNDS:

Management Analyst Musa stated that the City received \$5,000 from the CalRecycle Beverage Container Recycling/County Payment Program. At the April City Council Meeting, Staff was directed to contact the City of Duarte about partnering and installing a water refill station on the Duarte portion of Royal Oaks Trail. City Staff identified an old water refill station that needs to be replaced but the proposal was complicated due to an existing partnership between Duarte and a third-party organization in regards to a plaque that would be placed on the water refill station stating that it was a donation from the City of Bradbury. Since then, the City of Duarte has designated two more potential locations for a water refill station to be installed.

RECOMMENDATION:

It is recommended that the City Council review both potential locations and approve one of the proposed areas for the installation of a water refill station for the City of Duarte at a not-to-exceed amount of \$7.500.

DISCUSSION:

Mayor Pro-Tem Barakat suggested to place the water refill station near the bridge on Royal Oaks Trail. Mayor Pro-Tem Barakat also stated that there is no water refill station on Mount Olive Drive.

DIRECTION TO STAFF:

The City Council directed Staff to identify possible locations for a water refill station in the City of Bradbury and to report back at the next City Council meeting.

DISCUSSION AND UPDATE ON BRADBURY NIGHT OUT:

Bradbury Night Out (BNO) is an annual event to celebrate the City's anniversary and National Night Out. This year's Bradbury Night Out took place on July 28, 2022. Management Analyst Musa reported that we had over 26 service providers hosting a booth and three food vendors. Residents enjoyed the variety of vendors present, especially the Wildlife Learning Center, which brought several animals, including a porcupine, armadillo, hedgehog, owl and more. One of the highlights of BNO was the attendance of Los Angeles County Supervisor Kathryn Barger.

The City allocated \$10,000 for the event but only spent \$7,000. Based on the feedback received from residents and vendors, the main challenge was long wait times for food and event parking. Staff hopes to improve the parking situation and will consider hiring a different food vendor for next year's event.

MATTERS FROM THE CITY MANAGER:

City Manager Kearney stated that the CSO contract with the City of Monrovia should be ready soon and that we may have to call a Special Meeting before the regular September City Council Meeting to adopt the contract.

MATTERS FROM THE CITY ATTORNEY:

City Attorney Reisman stated that he enjoyed Bradbury Night Out and that he bonded with an owl (Zeus from the Wildlife Learning Center).

MATTERS FROM THE CITY COUNCIL: **MAYOR LATHROP:** Nothing to report **COUNCILMEMBER BARAKAT:** Nothing to report **COUNCILMEMBER HALE:** Nothing to report **COUNCILMEMBER LEWIS:** Not present **COUNCILMEMBER BRUNY:** Nothing to report **ITEMS FOR FUTURE AGENDAS:** None **CLOSED SESSION** PUBLIC COMMENT REGARDING None **CLOSED SESSION ONLY:** RECESS TO CLOSED SESSION: The City Council adjourned to a Closed Session to discuss: A. Appointment of Temporary Public Employee Government Code Section 54957(b)(1) Title: Management Analyst REPORT FROM CLOSED SESSION: City Attorney Reisman reported that the City Council met in Closed Session to discuss the matter regarding the Management Analyst. No formal votes were taken or required. **ADJOURNMENT:** At 9:15 p.m. Mayor Lathrop adjourned the meeting to a regular meeting to be held on Tuesday, September 20, 2022 at 7:00 p.m.

ATTEST:

CITY CLERK - CITY OF BRADBURY

MAYOR - CITY OF BRADBURY

ATTACHMENT #2

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF BRADBURY HELD ON TUESDAY, FEBRUARY 15, 2022

EXECUTIVE ORDER NO. 25-20:

Pursuant to Governor Newsom's Executive Order N-25-20, the City is allowing Council Members, Staff and the public to participate in this City Council meeting by means of a Zoom video or telephone call. Participants will be able to hear the entire proceedings (other than the Closed Session) 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.

MEETING CALLED TO ORDER:

The Regular Meeting of the City Council of the City of Bradbury was called to order by Mayor Bruny at 7:00 p.m. followed by the Pledge of Allegiance.

ROLL CALL:

<u>PRESENT:</u> Mayor Bruny (remote), Mayor Pro-Tem Lathrop, Councilmembers Barakat, Hale and Lewis

ABSENT: None

<u>STAFF:</u> City Manager Kearney, City Attorney Reisman, City Clerk Saldana and Management Analyst Musa

APPROVAL OF AGENDA:

Councilmember Hale made a motion to approve the agenda to proceed with City business. Mayor Pro-Tem Lathrop seconded the motion, which carried unanimously.

DISCLOSURE OF ITEMS REQUIRED BY GOV. CODE SECTION 1090 & 81000 ET SEQ,:

In compliance with the California Political Reform Act, each City Councilmember 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 Manager Kearney stated that staff was not aware of any potential conflicts.

PUBLIC COMMENT:

None

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 Councilmember requests 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 are deemed to "waive further reading and adopt."

- A. Minutes: Regular Meeting of January 18, 2022
- B. Resolution No. 22-05: Demands & Warrants for February 2022
- C. Monthly Investment Report for the month of January 2022
- D. Resolution No. 22-06: Approving the Renewal of the General Services Agreement with the County of Los Angeles, ending June 20, 2027

E. Second Reading and Adoption of Ordinance No. 382: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE-BRADBURY MUNICIPAL CODE TO ENACT CALIFORNIA STATE ORGANIC WASTE DISPOSAL REQUIREMENTS

MOTION TO APPROVE CONSENT CALENDAR:

Councilmember Hale made a motion to approve Consent Calendar as presented. Councilmember Barakat seconded the motion, which was carried by the following roll call vote:

APPROVED:

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

NOES: None ABSENT: None

Motion passed 5:0

PRESENTATION: AN UPDATE BY CALIFORNIA AMERICAN WATER CO. ON THE LEMON AVENUE RESERVOIR:

City Manager Kearney stated that California American Water Company (Cal-Am) has been coordinating with Staff on the demolition, filling, and landscaping of the Lemon Avenue Reservoir site. Current estimates suggest there will be 26,000 cubic yards if import soil transported by approximately 3,250 truck hauls to fill the reservoir. It is assumed soils import and grading would take place over 25 days, which translates to about 130 truckloads per day.

The current haul route from the project site is west on Lemon Avenue, then south on Mountain Avenue to the 210 Freeway. The route passes by Wildrose Avenue Elementary School in Monrovia, and an additional assessment would be conducted on the health risks.

It is unknown at this time what will happen to the Reservoir site in the long term. Cal-Am is currently conducting a study on system-side water storage, and it is possible the results of the study would pinpoint the Reservoir as a site for additional water storage. However, Staff has been told that the study might not be completed for a few months.

CAL-AM REPRESENTATIVES:

Brian Baretto, External Affairs Manager, and Mark Reifer, Engineering Manager, were present online to entertain questions from the City Council.

DISCUSSION:

Councilmember Hale stated that he is opposed to Cal-Am bringing in 26,000 cubic yards of dirt. Councilmember Hale also stated that the site could be used as open space for the community or to split the lot and put in a home.

Councilmember Hale stated that the water tank should be in the ground as low as possible because it looks ugly. Mark Reifer stated that the current water tank is 12 feet above and 20 feet below ground. Cal-Am is considering to remove the reservoir and add a new tank. The current tank used to be part of the old agricultural water system.

Mayor Pro-Tem Lathrop inquired if the plans for the site will go the Planning Commission for review. City Manager Kearney replied yes, eventually. Councilmember Hale stated that he would like to see the plans before they go to the Planning Commission.

Mark Reifer stated that Cal-Am can work with the City's landscape architect.

ACTION:

City Manager Kearney stated that staff will work with Cal-Am on the new plan and bring it back to the City Council for review.

DISCUSSION ON CITY COUNCIL COMMITTEE ASSIGNMENTS:

City Manager Kearney stated that Councilmember Barakat recently became aware that Mayor Bruny is the Representative for Foothill Transit and he the Alternate and asked if that was Council's desire when they made the appointments in June of 2021. Mayor Bruny stated that she had no issue with switching positions.

MOTION TO MAKE APPOINTMENTS TO FOOTHILL TRANSIT:

Councilmember Hale made a motion to appoint Councilmember Barakat as the Representative, and Mayor Bruny as the Alternate to Foothill Transit. Mayor Pro-Tem Lathrop seconded the motion, which carried unanimously.

MATTERS FROM THE CITY MANAGER:

Nothing to report

MATTERS FROM THE CITY ATTORNEY:

Nothing to report

MATTERS FROM THE CITY COUNCIL:

MAYOR BRUNY:

Nothing to report

MAYOR PRO-TEM LATHROP:

Mayor Pro-Tem Lathrop reported a burglary on Fairlee Avenue on Friday, February 11, 2022. Councilmember Barakat inquired about the License Plate Readers the City installed. City Manager Kearney stated that the Sheriff's Department is checking those and neighbors' cameras too.

COUNCILMEMBER BARAKAT:

Nothing to report

COUNCILMEMBER HALE:

Nothing to report

COUNCILMEMBER LEWIS:

Nothing to report

ITEMS FOR FUTURE AGENDAS:

None

ADJOURNMENT:

At 7:25 p.m. Mayor Bruny adjourned the meeting to a Study Session (to discuss Planning Matters related to the Housing Element Update) on Monday, March 7, 2022 at 6:00 p.m.

MAYOR - CITY OF BRADBURY

ΛΤ	т	⊏	C_	г.
$\overline{}$			• 3	

CITY CLERK - CITY OF BRADBURY

ATTACHMENT #3

The Lemon Avenue Reservoir is zoned OS – Open Space. Here is the Bradbury Municipal Code dealing with such zoning:

Sec. 9.76.010. - Purpose of chapter.

Certain areas of the City are so located, configured, or possessed of such geologic features that the residential or other structural use thereof may endanger the health, safety and welfare of the residents of the City, or such areas are necessary for the preservation of natural resources within the community, and for said reasons these areas are classified herein as open space use, known and designated as Zone OS.

Sec. 9.76.020. - Permitted uses.

The following uses shall be permitted uses within the OS zone:

(1) Propagation nurseries and horticultural uses, provided that no dwellings, either temporary or permanent, be permitted in relation thereto, nor any on-premises sales or advertising.

Sec. 9.76.030. - Conditional uses.

The following public and private uses may be permitted within the OS zone only if the location and development are approved by the City as a conditional use pursuant to the provisions of Chapter 49 of this title:

- (1) Flood control channels, spreading grounds, settling basins, freeways, and parkways.
- (2) Parks, playgrounds, wildlife preserves, recreation areas, and such non-occupied buildings and structures as are accessory thereto.
- (3) Water wells, reservoirs, tanks, dams, treatment plants, gauging stations, pumping stations, and any use normal and appurtenant to the obtainment, storage and distribution of water.
- (4) Electric transmission substations, electric distribution stations, communications equipment building, microwave radio and telephone transmission facilities uses in the operation of public utility functions.

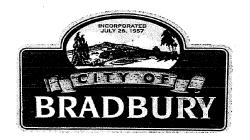
Sec. 9.76.040. - Uses expressly <u>prohibited</u>. The following uses are expressly prohibited within the OS zone:

- (1) Residential uses.
- (2) Commercial uses other than those regulated and under the regulation of the parks and/or City, County or State recreational agency.
- (3) Industrial uses.
- (4) Other uses. Any use not expressly permitted in <u>Section 9.76.020</u> or <u>9.76.030</u>.

Sec. 9.76.050. - Development standards.

All property in the OS zone shall be developed in accordance with the requirements specified in any conditional use permit granted therefor pursuant to <u>Chapter 49</u> of this title and according to the following standards:

- (1) Lot area. No limitation.
- (2) Lot dimension. No requirements.
- (3) Yards. Yards may be established by the Planning Commission pursuant to the conditions of approval that may be imposed as part of the project architectural review.
- (4) Population density. No dwelling units are permitted in this zone.
- (5) Lot coverage. No structures permitted except for accessory buildings or structures related to public, park and recreational facilities. In no case shall building coverage exceed ten percent of the total lot area.
- (6) Building height. No building or structure erected in this zone shall have a height greater than 18 feet.



Richard Barakat, Mayor (District 3) Richard T. Hale, Jr., Mayor Pro Tem (District 1) Monte Lewis, Council Member (District 2)

Bruce Lathrop, Council Member (District 4)

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

Suresh Malkani, Finance Director

DATE:

October 17, 2023

SUBJECT:

FISCAL YEAR 2021-2022 ANNUAL FINANCIAL AUDIT REPORT

ATTACHMENT: 1) FY 2021-22 Audit Report

<u>SUMMARY</u>

As required by local and State law, the City of Bradbury must complete an annual audit of its financial activities. The Pun Group has completed its independent audit of the City's general-purpose financial statements for Fiscal Year 2021-22 and reported several internal control findings. During the presentation of this item, Staff will be responding to these conditions and providing future resolutions.

It is recommended the City Council receive and file the Annual Financial Report as presented.

ANALYSIS

The Pun Group Accountants & Advisors have prepared the annual independent auditor's report and general-purpose financial statement for the fiscal year ending June 30, 2022. The work was completed in accordance with generally accepted auditing standards issued by the Comptroller General of the United States.

It was determined that the statements present fairly in all material respects the financial position of the City of Bradbury. With regard to internal controls over financial reporting, the auditors reported several internal control findings. These findings, and City Staff's responses are presented below:

FOR CITY COUNCIL	. AGENDA	AGENDA ITEM#
		,

Finding 2022-001 Internal Control Over Financial Reports

Condition:

- 1. Audit Adjusting Journal Entries:
 - Since the commencement of the audit, 14 audit journal entries were noted to correct the trial balance provided by the City.
 - > Staff Response: The year end closing procedures have not been done in previous years but will now be established by the Finance Director to reduce the risk of these omissions.
- 2. Accounts Receivable and Revenue:
 - o The City did not properly reconcile grant related revenue and expenditures
 - o This resulted in the prior period adjustment
 - Response: These were the grants received for COVID-19 and were received in FY 20/21 for the first time. Staff feels that that the auditors should have brought this to Staff's attention in the previous year instead of noticing it in FY 21/22. As such, it resulted in the prior period adjustment.
- 3. Accounts Payable:
 - o The City did not properly accrue invoices received after year-end.
 - ➤ Response: There were some invoices that were omitted to be accrued and were recorded in FY 22/23 instead. Staff will ensure that invoices are recorded in the first quarter of the next fiscal year and are reviewed to make sure that the accruals are not missed.
- 4. Capital Assets:
 - Due to not properly accruing invoices received after year-end, the capital assets addition was not accurately accounted for.
 - > Response: Same as #3 above.
- 5. Prior period adjustment noted due to improper recognizing American Resue Plan Act grant revenue.
 - Response: Same as #2 above.
- 6. The delay in timely and properly closing the books resulted in the preparation of the basic financial statements was delayed.
 - Response: Books have been closed every month in the following FY 22/23 and in the current fiscal year.

Cause:

The City did not have standard year-end closing procedures to reduce errors recorded by the City's general ledger.

Recommendation:

We recommend that the City establish effective year end closing procedures that reduce the risk that there are accounting errors and the need for correcting journal entries after the year end closing. These procedures would include timely review and approval by management of account reconciliations, sub-ledger transactions, cutoff review for account balances at the fund and overall government-wide level, and revenue and expenditures/expense review. Revenue and expenditures/expenses should be compared to the prior year or prior year trends and to the budget.

- View of Responsible Officials:

 1. The Finance Director will establish the year end closing procedures to reduce the risk of accounting errors.
 - Response: The revenues and expenses for the first quarter of the next fiscal year will be reviewed to check if there are any pertaining to previous periods so that those are accrued in the proper year. Staff will also make sure they were properly classified as operational or capital expenses.

 - The analysis and comparison to the budget analysis will be done on monthly basis to avoid the adjustment entries recommended by auditors.
 Response: Staff will continue to close the books on a monthly basis and critically review the actual and budgeted costs so that if there are any errors or omissions those are taken care of promptly.

The City Council's approval and acceptance of the Fiscal Year 2020-21 audited financial report is needed to remain in compliance with local, State and Federal law.

STAFF RECOMMENDATION

It is recommended the City Council receive and file the Annual Financial Audit Report as presented.

ATTACHMENT #1

City of Bradbury

Bradbury, California

Independent Auditors' Reports and Basic Financial Statements

For the Year Ended June 30, 2022



City of Bradbury Basic Financial Statements For the Year Ended June 30, 2022

Table of Contents

Independent Auditors' Reports:	<u>Page</u>
Report on the Financial Statements	1
Report on the Financial Statements	1
Report on Internal Control Over Financial Reporting and on Compliance	
and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	5
Basic Financial Statements:	
Government-Wide Financial Statements:	
Statement of Net Position	
Statement of Activities	12
Governmental Fund Financial Statements:	
Balance Sheet	14
Reconciliation of the Governmental Funds Balance Sheet	
to the Government-Wide Statement of Net Position	
Statement of Revenues, Expenditures, and Changes in Fund Balances	18
Reconciliation of the Governmental Funds Statement of Revenues,	
Expenditures, and Changes in Fund Balances to the Government-Wide	
Statement of Activities	20
Notes to the Basic Financial Statements	23
Required Supplementary Information (Unaudited):	
Budgetary Comparison Schedules:	
General Fund	47
Utility Users Tax (UUT) Special Revenue Fund	48
Citizens' Option for Public Safety (COPS) Special Revenue Fund	
Public Transportation Fund (Prop A) Special Revenue Fund	
Budgetary Information	51
Schedule of the City's Proportionate Share of the Net Pension Liability and Related Ratios	
Schedule of the City's Contributions - Pensions	54

City of Bradbury Basic Financial Statements For the Year Ended June 30, 2022

Table of Contents (Continued)

Supplementary Information:

	or Governmental Funds: nbining Balance Sheet	60
	nbining Statement of Revenues, Expenditures, and	
	Changes in Fund Balances	64
Sch	edule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual	0 1
	County Park Grant Special Fund	68
	Measure R Special Revenue Fund	69
	STPL Special Revenue Fund	70
	Recycling Grant Special Revenue Fund	71
	Fire Grant Special Revenue Fund	72
	Measure M Special Revenue Fund	73
	TDA Special Revenue Fund	74
	Gas Tax Special Revenue Fund	75
	Proposition C Special Revenue Fund	76
	SB 1 Gas Tax Special Revenue Fund	77
	Measure W Special Revenue Fund	
	Sewer Special Revenue Fund	



200 E. Sandpointe Avenue, Suite 600 Santa Ana, California 92707







INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and Members of the City Council of the City of Bradbury
Bradbury, California

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Bradbury, California (the "City"), as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City as of June 30, 2022, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.







To the Honorable Mayor and Members of the City Council of the City of Bradbury
Bradbury, California
Page 2

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America and Government Auditing Standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and Government Auditing Standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Budgetary Comparison Schedules, the Schedules of the City's Proportionate Share of the Net Pension Liabilities and Related Ratios, and the Schedule of the City's Contributions - Pensions on pages 47 through 55 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the Required Supplementary Information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

To the Honorable Mayor and Members of the City Council of the City of Bradbury
Bradbury, California
Page 3

Management has omitted the Management's Discussion and Analysis ("MD&A") that accounting principles generally accepted in the United States of America required to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The Combining and Individual Nonmajor Fund Financial Statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. The Combining and Individual Nonmajor Fund Financial Statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Combining and Individual Nonmajor Fund Financial Statements are fairly stated in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

The Red Group, LLP

In accordance with *Government Auditing Standards*, we have also issued our report dated August 21, 2023, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Santa Ana, California August 21, 2023 This page intentionally left blank.



200 E. Sandpointe Avenue, Suite 600 Santa Ana, California 92707







REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Independent Auditors' Report

To the Honorable Mayor and Members of the City Council of the City of Bradbury
Bradbury, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Bradbury, California (the "City"), as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated August 21, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We identified certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs as item 2022-001 that we consider to be a significant deficiency.







To the Honorable Mayor and Members of the City Council of the City of Bradbury Bradbury, California Page 2

Report on Compliance and Other Matters

The Rew Group, LLP

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

City's Reponses to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the City's response to the findings identified in our audit and described in the accompanying schedule of findings and questioned costs. The City's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Santa Ana, California August 21, 2023 BASIC FINANCIAL STATEMENTS

This page intentionally left blank.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

This page intentionally left blank.

City of Bradbury Statement of Net Position June 30, 2022

	Governmental
	Activities
ASSETS	
Current assets:	
Cash and investments	\$ 5,422,324
Accounts receivable	6,966
Taxes receivable	188,013
Prepaid items	179_
Total current assets	5,617,482
Noncurrent assets:	
Net pension asset	32,129
Capital assets: Nondepreciable	
Depreciable, net	198,323
	3,376,734
Total capital assets	3,575,057
Total noncurrent assets	3,607,186
Total assets	9,224,668
DEFENDED OF THE OWN OF THE OWN OF	
DEFERRED OUTFLOWS OF RESOURCES	
Pension related deferred outflows of resources	97,747
Total deferred outflows of resources	97,747
LIABILITIES	
Current liabilities:	
Accounts payable and accrued liabilities Unearned revenue	117,317
	300,572
Total current liabilities	417,889
Total liabilities	417,889
DEFERRED INFLOWS OF RESOURCES	
Pension related deferred inflows of resources	41,007
Total deferred inflows of resources	41,007
NET POSITION	
Investment in capital assets Restricted	3,575,057
Unrestricted	312,467
Total net position	4,975,995
z otas net position	\$ 8,863,519

City of Bradbury Statement of Activities For the Year Ended June 30, 2022

				Progr	am Revenues			Ne	t (Expense)
				Operating Capital Grants and Grants and		Revenue and			
		C	harges for			•		Change in	
Functions/Programs	 Expenses		Services	Co	ntributions	Contri	ibutions		et Position
Governmental activities:									et i osition
General government	\$ 723,526	\$	426,308	\$	3,653	\$	_	\$	(293,565)
Public safety	235,307		_	•	263,106	Ψ	-	J	27,799
Public works	155,189		53,094		162,936		8		60,849
Parks and recreation	 43,311				-		-		(43,311)
Total governmental activities	\$ 1,157,333	\$	479,402	\$	429,695	\$	8		(248,228)
								•	(= 11,==1)
		Gen	eral Revenues	:					
		Pr	operty taxes						539,153
			les taxes						2,832
			anchise taxes						126,129
			otor vehicle in	lieu					146,411
			isines license						26,301
			e of money an	d proper	rty				(27,804)
		Mi	iscellaneous						12,759
			Total genera	al reven	ues				825,781
			Change in n	et posit	ion				577,553
			Net Position	1:					•
			Beginning	of year,	, as restated (N	lote 12)			8,285,966
			End of year	ır				\$	8,863,519

GOVERNMENTAL FUND FINANCIAL STATEMENTS

City of Bradbury Balance Sheet Governmental Funds June 30, 2022

	Major Funds								
					Specia	ıl Revenue Fund	s		
	***************************************	General Fund	Utili	ty Users Tax		COPS	Trai	Public asportation d (Prop A)	
ASSETS									
Cash and investments Accounts receivable Taxes receivable	\$	4,178,342 6,966 187,600	\$	590,323	\$	352,399 -	\$	28,054	
Prepaid items		179		-		-		-	
Due from other funds		5,860		- -		-		-	
Total assets	\$	4,378,947	\$	590,323	\$	352,399	\$	28,054	
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES Liabilities:									
Accounts payable and accrued liabilities Unearned revenues Due to other funds	\$	81,717	\$	-	\$	- 294,909 -	\$	-	
Total liabilities		81,717		_		294,909			
Deferred Inflows of Resources: Unavailable revenue		134,949		-		-			
Total deferred inflows of resources		134,949				_		_	
Fund Balances: Nonspendable Restricted Committed Assigned Unassigned		179 1,032 - 1,000,000		- 590,323 -		57,490 - -		28,054	
Total fund balances	***************************************	3,161,070	-			-		-	
		4,162,281		590,323		57,490		28,054	
Total liabilities, deferred inflows of resources and fund balances	\$	4,378,947	\$	590,323	\$	352,399	\$	28,054	

City of Bradbury Balance Sheet (Continued) Governmental Funds June 30, 2022

		Nonmajor Governmental Funds		Total Governmental Funds	
ASSETS					
Cash and investments	\$	273,206	\$	5,422,324	
Accounts receivable		-		6,966	
Taxes receivable		413		188,013	
Prepaid items		-		179	
Due from other funds	Parties to the second			5,860	
Total assets		273,619	\$	5,623,342	
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES					
Liabilities:					
Accounts payable and accrued liabilities	\$	35,600	\$	117,317	
Unearned revenues		5,663		300,572	
Due to other funds		5,860		5,860	
Total liabilities		47,123		423,749	
Deferred Inflows of Resources:					
Unavailable revenue		-		134,949	
Total deferred inflows of resources		-		134,949	
Fund Balances:					
Nonspendable		-		179	
Restricted		225,891		312,467	
Committed		605		590,928	
Assigned		-		1,000,000	
Unassigned	• • • • • • • • • • • • • • • • • • • •			3,161,070	
Total fund balances		226,496		5,064,644	
Total liabilities, deferred inflows	\$	273,619	\$	5,623,342	
of resources and fund balances					

This page intentionally left blank.

City of Bradbury Reconciliation of the Governmental Funds Balance Sheet to the Government-Wide Statement of Net Position June 30, 2022

Total Fund Balances - Total Governmental Funds	\$	5,064,644
Amounts reported for governmental activities in the government-wide statement of net position were different because:		
Capital assets used in governmental activities were not financial resources and therefore, were not reported in governmental funds.		
Capital assets, nondepreciable \$ 198,323 Capital assets, net of accumulated depreciation \$ 3,376,734		3,575,057
Net pension liabilities and the related deferred outflows of resources and deferred inflows of resources are not due and payable in the current period or not available for current expenditures and are not reported in the governmental fund financial statements:		
Pension related deferred outflows of resources Net pension liability (asset) Pension related deferred inflows of resources		97,747 32,129 (41,007)
Revenue reported as unavailable revenue in the governmental funds when it is not received soon enough after year- end for current expenditures. The availability criteria does not apply to the Government-Wide Financial Statements and, therefore, the revenue is recognized when eligibility requirements are met and earned.	1879-71-11-11	134,949
Net Position of Governmental Activities	\$	8,863,519

City of Bradbury Statement of Revenues, Expenditures, and Changes in Fund Balances Governmental Funds

For the Year Ended June 30, 2022

	•		-	Major	Funds	<u>s</u>		
					Specia	l Revenue Fund	ls	
		General Fund	Util	ity Users Tax		COPS		Public ansportation and (Prop A)
REVENUES:								
Taxes Licenses and permits Use of money and property	\$	818,178 161,372	\$	-	\$	-	\$. -
Intergovernmental Charges for services		(31,219) 141,183 290,891		4,446 - -		2,742 102,117		62 26,566
Other revenue Total revenues		17,926 1,398,331		4,446		104,859	•	26,628
EXPENDITURES:							-	20,020
Current: General government Public safety Public works Parks and recreation Capital outlay		885,087 133,190 - 43,311		- - 16,128 -		- 102,117 - -		- - -
Total expenditures		1,061,588		16,128		102,117	Re U. I	
REVENUES OVER (UNDER) EXPENDITURES		336,743		(11,682)		2,742		26,628
OTHER FINANCING SOURCES (USES): Transfers in Transfers out		667,520		<u>-</u>		-		-
Total other financing sources (uses)		667,520		-		-		
Net change in fund balances		1,004,263		(11,682)		2,742		26,628
FUND BALANCES:								
Beginning of year, as restated (Note 12)		3,158,018		602,005	E-T-V-C-	54,748		1,426
End of year		4,162,281	\$	590,323	\$	57,490	\$	28,054

City of Bradbury Statement of Revenues, Expenditures, and Changes in Fund Balances (Continued) Governmental Funds

For the Year Ended June 30, 2022

REVENUES:	Nonmajor Governmental Funds	Total Governmental Funds
Taxes Licenses and permits Use of money and property Intergovernmental Charges for services Other revenue Total revenues	\$ - 3,881 181,458 20,103 - 205,442	\$ 818,178 161,372 (20,088) 451,324 310,994 17,926 1,739,706
EXPENDITURES:		
Current: General government Public safety Public works Parks and recreation Capital outlay Total expenditures	87,425 - 81,126 168,551	885,087 235,307 103,553 43,311 81,126 1,348,384
REVENUES OVER (UNDER) EXPENDITURES	36,891	391,322
OTHER FINANCING SOURCES (USES): Transfers in Transfers out Total other financing sources (uses) Net change in fund balances	(667,520) (667,520) (630,629)	667,520 (667,520)
FUND BALANCES:		
Beginning of year, as restated (Note 12) End of year	\$ 226,496	\$ 5,064,644

City of Bradbury Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Government-Wide Statement of Activities For the Year Ended June 30, 2022

Net Change in Fund Balances - Total Governmental Funds:	\$	391,322			
Amounts reported for governmental activities in the statement of activities are different because:					
Capital assets used in governmental activities are not financial resources and therefore are not reported in governmental funds:					
Capital outlay \$ 81,126					
Depreciation (72,645)		8,481			
Certain pension expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds, net of contribution made after measurement date in the amount of \$30,103.					
Revenues reported as unavailable revenue in the governmental funds and recognized as revenue in the Statement of Activities.					
Change in Net Position of Governmental Activities	\$	577,553			

NOTES TO THE BASIC FINANCIAL STATEMENTS

This page intentionally left blank.

Note 1 - Reporting Entity

The City of Bradbury, California (the "City"), was incorporated on July 26, 1957. The City provides a broad range of services to its citizens, including general government, public safety, streets, sanitation, and parks and recreation. Many of the municipal governmental functions of the City are provided by special districts. Examples of some of these special districts, which usually encompass areas larger than the City itself, are the Fire Protection District, the Library District, the Sewer Maintenance District and the County Flood Control District. Certain other governmental functions are paid for by the City, but performed by Los Angeles County departments under contract. Some of the contracts now in effect are for police protection, street maintenance, and tax collection services.

The City is a general law city operating under the City Council/City Manager form of government. The financial reporting entity of the City is comprised of various funds. The accompanying financial statements include those of the City and contain only the funds of the City.

In evaluating how to define the City for financial reporting purposes, management has considered all potential component units. The primary criteria for including a potential component unit within the reporting entity are the governing body's financial accountability and a financial benefit or burden relationship and whether it is misleading to exclude. A primary government is financially accountable and shares a financial benefit or burden relationship, if it appoints a voting majority of an organization's governing body and it is able to impose its will on the organization, or if there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the primary government. A primary government may also be financially accountable if an organization is fiscally dependent on the primary government regardless of whether the organization has a separately elected governing board, a governing board appointed by a higher level of government, or a jointly appointed board, and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the primary government.

There are no component units for the City that meet the criteria for blended or discrete presentation.

Note 2 - Summary of Significant Accounting Policies

A. Basis of Presentation

The basic financial statements of the City have been prepared in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP") as applied to governmental agencies. The Governmental Accounting Standards Board ("GASB") is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

B. Measurement Focus, Basis of Accounting, and Financial Statements Presentation

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for in a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. City resources are allocated to account for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

Government-Wide Financial Statements

The City's government-wide financial statements include a statement of net position and a statement of activities. These statements present summaries of governmental activities for the City. The City does not have any business-type activities; therefore, only governmental activities are reported.

Notes to the Basic Financial Statements (Continued) For the Year Ended June 30, 2022

Note 2 - Summary of Significant Accounting Policies (Continued)

B. Measurement Focus, Basis of Accounting, and Financial Statements Presentation (Continued)

Government-Wide Financial Statements (Continued)

The government-wide financial statements are presented on an "economic resources" measurement focus and the accrual basis of accounting. Accordingly, all of the City's assets and liabilities are included in the accompanying statement of net position. The statement of activities presents changes in net position. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned, while expenses are recognized in the period in which the liability is incurred.

Certain types of transactions are reported as program revenues for the City in three categories: (1) charges for services, (2) operating grants and contributions, and (3) capital grants and contributions.

Certain eliminations have been made in regards to interfund activities, payables, and receivables. The transfers in and out, and due to and due from other funds activities have been eliminated.

Governmental Fund Financial Statements

Governmental fund financial statements include a balance sheet and a statement of revenues, expenditures, and changes in fund balances for all major governmental funds and nonmajor funds in aggregate. An accompanying schedule is presented to reconcile and explain the differences in net position as presented in these statements to the net position presented in the government-wide financial statements. The City has presented all major funds that met the qualifications for major fund reporting.

All governmental funds are accounted for on a spending or "current financial resources" measurement focus and the modified accrual basis of accounting. Accordingly, only current assets and current liabilities are included on the balance sheets. The statement of revenues, expenditures, and changes in fund balance presents increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current period.

Revenues are recognized as soon as they are both "measurable" and "available". Revenues are considered to be available when they are collectible within the current period as soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. The primary revenue sources, which have been treated as susceptible to accrual by the City, are property taxes, sales tax, intergovernmental revenues, other taxes, and grant revenues. Expenditures are recorded in the accounting period in which the related fund liability is incurred.

The reconciliations of the Fund Financial Statements to the Government-Wide Financial Statements are presented to explain the differences.

The City reports the following major governmental funds:

General Fund is the general operating fund of the City. All general tax revenues and other receipts not allocated by law or contractual agreement to other funds are accounted for in this fund. Expenditures of this fund include general operating costs not paid through other funds. The General Fund is used to account for all activities of the City not accounted for in some other fund.

Note 2 - Summary of Significant Accounting Policies (Continued)

B. Measurement Focus, Basis of Accounting, and Financial Statements Presentation (Continued)

Governmental Fund Financial Statements (Continued)

Utility Users Tax Special Revenue Fund is used to record the receipt and disbursement of funds received from the utility users tax assessed by the City. When it was approved by voters, it was specified to be separated into its own fund for the purpose of complying with the Clean Water Act. The fund is used to preserve the City's essential municipal services, maintain a safe and quality community and meet the obligations for State and Federal Mandates.

Citizens' Option for Public Safety ("COPS") Special Revenue Fund — is used to account for the receipt and disbursement of funds allocated by the State of California and must be used for front line law enforcement expenditures.

Public Transportation (Prop A) Special Revenue Fund – is used to account for the receipt and disbursement of funds received from the motor vehicle registration fee collected by the State of California and must be used for programs that reduce motor vehicle emissions. The City has used these funds for the purchase of alternative fuel vehicles and for enhancements to the City's website.

C. Cash and Investments

Investments are reported at fair value.

Changes in fair value that occur during a fiscal year are recognized as investment income reported for that fiscal year. Investment income includes interest earnings, changes in fair value, and any gains or losses realized upon the liquidation, maturity, or sale of investments.

The City pools cash investments of all funds. Each fund's share in this pool is displayed in the accompanying financial statements as cash and investments. Investment income earned from pooled investments is allocated to those various funds based on each fund's average cash and investment balance.

Certain disclosure requirements, if applicable, for deposits and investment risks in the following areas:

- > Interest Rate Risk
- Credit Risk
 - o Overall
 - o Custodial Credit Risk
 - o Concentration of Credit Risk
- Foreign Currency Risk

In addition, other disclosures are specified including use of certain methods to present deposits and investments, highly sensitive investments, credit quality at year-end and other disclosures.

Notes to the Basic Financial Statements (Continued) For the Year Ended June 30, 2022

Note 2 – Summary of Significant Accounting Policies (Continued)

D. Fair Value Measurement

U.S. GAAP defines fair value, establishes a framework for measuring fair value and establishes disclosures about fair value measurement. Investments, unless otherwise specified, recorded at fair value in the financial statements, are categorized based upon the level of judgment associated with the inputs used to measure their fair value.

Levels of inputs are as follows:

The three levels of the fair value measurement hierarchy are described below:

- ➤ Level 1 Inputs are unadjusted, quoted prices for identical assets and liabilities in active markets at the measurement date.
- ➤ Level 2 Inputs, other than quoted prices included in Level 1 that are observable for the assets and liabilities through corroboration with market data at the measurement date.
- ➤ Level 3 Unobservable inputs that reflect management's best estimate of what market participants would use in pricing the assets and liabilities at the measurement date.

E. Receivables

Receivables include such items as taxes, intergovernmental revenues, charges for services, miscellaneous accounts receivable, and interest receivable. No allowance for doubtful accounts has been established, as the City believes all amounts are considered to be collectible in the normal course of business.

F. Capital Assets

Capital assets are valued at historical cost or estimated historical cost if actual historical cost was not available. The City's capitalization policy is \$5,000 and above for machinery and equipment; \$10,000 and above for building improvements; \$20,000 and above for buildings; and \$50,000 and above for infrastructure assets. Capital assets are depreciated on a straight-line basis over their estimated useful lives as follows:

Structures and improvements	50 Years
Machinery and Equipment	7-10 Years
Infrastructure:	
Roadways - Pavement	25 Years
Roadways - Signs	10 Years
Sewer - Existing Pipe	75 Years
Fence	50 Years
Curbs and Gutters	100 Years
Bridge	75 Years

G. Interfund Activity

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans).

H. Compensated Absences

The City accrues accumulated unpaid vacation and sick leave and associated employee-related costs when earned (or estimated to be earned) by the employee. All full-time employees accrue vacation leave according to their years of service. Unused sick days are forfeited at termination or resignation; therefore, there is no liability for sick leave at June 30, 2022.

Notes to the Basic Financial Statements (Continued) For the Year Ended June 30, 2022

Note 2 – Summary of Significant Accounting Policies (Continued)

I. Pensions

The City contributes to the California Public Employees' Retirement System ("CalPERS"), a cost-sharing multiple-employer defined benefit pension plan. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the plans and additions to/deductions from the plans' fiduciary net position have been determined on the same basis as they are reported by the plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

The following timeframes are used for pension reporting:

Valuation Date June 30, 2020 Measurement Date June 30, 2021 Measurement Period July 1, 2020 to June 30, 2021

Gains and losses related to changes in total pension liability and fiduciary net position are recognized in pension expense systematically over time. The first amortized amounts are recognized in pension expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to pensions and are to be recognized in future pension expense. The amortization period differs depending on the source of the gain or loss. The difference between projected and actual earnings is amortized straight-line over 5 years. All other amounts are amortized straight-line over the average expected remaining service lives of all members that are provided with benefits (active, inactive, and retired) as of the beginning of the measurement period.

J. Deferred Outflows / Inflows of Resources

The statement of net position and the balance sheet – governmental funds reports separate sections for Deferred Outflows of Resources and Deferred Inflows of Resources, when applicable.

<u>Deferred Outflows of Resources</u> represent outflows of resources (consumption of net position) that apply to future periods and that, therefore, will not be recognized as an expense until that time.

<u>Deferred Inflows of Resources</u> represent inflows of resources (acquisition of net position/fund balances) that apply to future periods and that, therefore, are not recognized as a revenue until that time.

K. Fund Balances

In the governmental fund financial statements, fund balances are classified as follows:

<u>Nonspendable</u> – This amount indicates the portion of fund balance which cannot be spent because they are either not in spendable form, such as prepaid items, inventories or loans receivable, or legally or contractually required to be maintained intact, such as the principal portion of an endowment.

<u>Restricted</u> – This amount indicates the portion of fund balance which has been restricted a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation.

<u>Committed</u> – This amount indicates the portion of fund balance which can only be used for specific purposes pursuant to formal resolution or ordinance of the City Council. The City Council is considered the highest authority for the City. Adoption of a resolution by the City Council is required to commit resources or to rescind the commitment.

Notes to the Basic Financial Statements (Continued) For the Year Ended June 30, 2022

Note 2 – Summary of Significant Accounting Policies (Continued)

K. Fund Balances (Continued)

<u>Assigned</u> – This amount indicates the portion of fund balance which is constrained by the City's intent to be used for specific purposes, but is neither restricted nor committed. The City Manager is authorized by the City Council to determine and define the amount of assigned fund balance.

<u>Unassigned</u> – This amount indicates the portion of fund balance that does not fall into one of the above categories. This category is for any balances that have no restrictions placed upon them. The general fund is the only fund that reports a positive unassigned fund balance amount. In other governmental funds it is not appropriate to report a positive unassigned fund balance amount. However, in governmental funds other than the general fund, if expenditures incurred for specific purposes exceed the amounts that are restricted, committed, or assigned to those purposes, it may be necessary to report a negative unassigned fund balance in that fund.

When expenditures are incurred for purposes where only unrestricted fund balances are available, the City uses the unrestricted resources in the following order: committed, assigned, and unassigned.

L. Net Position

In the government-wide financial statements, net position balances are classified as follows:

<u>Investment in Capital Assets</u> – This component of net position consists of capital assets, net of accumulated depreciation.

<u>Restricted</u> – This component of net position consists of restricted assets reduced by liabilities related to those assets.

<u>Unrestricted</u> – This component of net position is the amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of investment in capital assets or the restricted component of net position.

When expenses are incurred for purposes in which both restricted and unrestricted components of net position are available, the City's policy is to apply the restricted component of net position first.

M. Property Tax Revenues

Property taxes in California are levied in accordance with Article XIIIB of the State Constitution at one percent of county-wide assessed valuations. This one percent is allocated pursuant to state law to the appropriate units of local government. Property tax revenue is recognized in the fiscal year for which taxes have been levied, provided that the revenue is collected in the current period or will be collected within 60 days thereafter.

The following dates relate to property tax levies and collections:

Lien Date January 1 Levy Date July 1

Due Dates November 1 and February 1
Collection Dates December 10 and April 10

Notes to the Basic Financial Statements (Continued) For the Year Ended June 30, 2022

Note 2 - Summary of Significant Accounting Policies (Continued)

N. Use of Estimates

The preparation of the basic financial statements in accordance with U.S. GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

O. Implementation of New GASB Pronouncements

During fiscal year ended June 30, 2022, the City has implemented the following new GASB Pronouncement:

GASB Statement No. 87 – In June 2017, GASB issued Statement No. 87, *Leases* (GASB Statement No. 87), to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It also establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Implementation of this Statement did not have a significant effect on the City's financial statements for the fiscal year ended June 30, 2022.

GASB Statement No. 89 – In June 2018, GASB issued Statement No. 89, Accounting for Interest Cost Incurred before the End of a Construction Period. This Statement establishes accounting requirements for interest cost incurred before the end of a construction period. Such interest cost includes all interest that previously was accounted for in accordance with the requirements of paragraphs 5–22 of Statement No. 62, Codification of Accounting and Financial Reporting Guidance Contained in Pre–November 30, 1989 FASB and AICPA Pronouncements, which are superseded by this Statement. This Statement requires that interest cost incurred before the end of a construction period be recognized as an expense in the period in which the cost is incurred for financial statements prepared using the economic resources measurement focus. As a result, interest cost incurred before the end of a construction period will not be included in the historical cost of a capital asset reported in a business—type activity or enterprise fund. Implementation of this Statement did not have a significant effect on the City's financial statements for the fiscal year ended June 30, 2022.

GASB Statement No. 92 – In January 2020, GASB issued Statement No. 92, *Omnibus 2020*. The primary objectives of this Statement are to enhance comparability in accounting and financial reporting and to improve consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements. Implementation of this Statement did not have a significant effect on the City's financial statements for the fiscal year ended June 30, 2022.

GASB Statement No. 93 – In March 2020, GASB issued Statement No. 93, Replacement of Interbank Offered Rates. Some governments have entered into agreements in which variable payments made or received depend on an interbank offered rate (IBOR)—most notably, the London Interbank Offered Rate (LIBOR). As a result of global reference rate reform, LIBOR is expected to cease to exist in its current form at the end of 2021, prompting governments to amend or replace financial instruments for the purpose of replacing LIBOR with other reference rates, by either changing the reference rate or adding or changing fallback provisions related to the reference rate. The objective of this Statement is to address those and other accounting and financial reporting implications that result from the replacement of an IBOR. Implementation of this Statement did not have a significant effect on the City's financial statements for the fiscal year ended June 30, 2022.

Note 2 - Summary of Significant Accounting Policies (Continued)

O. Implementation of New GASB Pronouncements (Continued)

GASB Statement No. 97 – In June 2020, GASB issued Statement No. 97, Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans – An Amendment of GASB Statements No. 14 and No. 84, and a Supersession of GASB Statement No. 32. The primary objectives of this Statement are to (1) increase consistency and comparability related to the reporting of fiduciary component units in circumstances in which a potential component unit does not have a governing board and the primary government performs the duties that a governing board typically would perform; (2) mitigate costs associated with the reporting of certain defined contribution pension plans, defined contribution other postemployment benefit (OPEB) plans, and employee benefit plans other than pension plans or OPEB plans (other employee benefit plans) as fiduciary component units in fiduciary fund financial statements; and (3) enhance the relevance, consistency, and comparability of the accounting and financial reporting for Internal Revenue Code (IRC) Section 457 deferred compensation plans (Section 457 plans) that meet the definition of a pension plan and for benefits provided through those plans. Implementation of this Statement did not have a significant effect on the City's financial statements for the fiscal year ended June 30, 2022.

Note 3 - Cash and Investments

Cash and investments as of June 30, 2022 consisted of the following:

Petty cash	\$ 300
Demand deposits	1,355,945
Investments with LAIF	3,322,079
Investments in certificates of deposit	744,000
Total	\$ 5,422,324

A. Deposits

The carrying amount of the City's demand deposits was \$1,355,945 at June 30, 2022. The bank balances at that date were \$1,409,950, the total amount of which was collateralized or insured with accounts held by the pledging financial institutions in the City's name as discussed below.

The California Government Code requires California banks and savings and loan associations to secure the City's cash deposits by pledging securities as collateral. This Code states that collateral pledged in this manner shall have the effect of perfecting a security interest in such collateral superior to those of a general creditor. Thus, collateral for cash deposits is considered to be held in the City's name.

The market value of pledged securities must equal at least 110% of the City's cash deposits. California law also allows institutions to secure City's deposits by pledging first trust deed mortgage notes having a value of 150% of the City's total cash deposits. The City may waive collateral requirements for cash deposits, which are fully insured up to \$250,000 by the Federal Deposit Insurance Corporation ("FDIC"). The City, however, has not waived the collateralization requirements.

The City follows the practice of pooling cash and investments of all funds, except for funds required to be held by fiscal agents under the provisions of bond indentures, if applicable. Interest income earned on pooled cash and investments is allocated on an accounting period basis to the various funds based on the period-end cash and investment balances.

Note 3 – Cash and Investments (Continued)

B. Investments

Under the provisions of the City's investment policy and in accordance with Section 53601 of the California Government Code, the City may invest in the type of investments listed in the table below. The table also identifies certain provisions intended to limit the City's exposure to interest rate risk, credit risk, and concentration of credit risk.

Authorized Investment Type	Maximum Maturity	Maximum Percentage of Portfolio	I	Maximum nvestment One Issuer
Local Agency Investment Fund	N/A	No Limit	\$	40,000,000
U.S. Government Obligations	5 Years	No Limit		No Limit
Certificates of Deposit	360 Days	No Limit		No Limit

C. Fair Value Measurement

At June 30, 2022, investments are reported at fair value. The following table presents the fair value measurement of investments on recurring basis and the levels within the fair value hierarchy in which the fair value measurements fall at June 30, 2022:

		Measur	ement	Input	
Investment Type		Level 2)	Un	_	
Local Agency Investment Fund	\$	-	\$	3,322,079	(2)
Negotiable certificates of deposit	-	744,000	1)	_	
Total	\$	744,000	\$	3,322,079	-
	-		-		==

⁽¹⁾ Price based on market prices from Intercontinental Exchange.

D. Risk Disclosures

<u>Interest Rate Risk</u> - As a means of limiting its exposure to fair value losses arising from rising interest rates, the City's investment policy limits investments to a maximum maturity of five years.

At June 30, 2022, the City had the following investment maturities:

	investment Maturities (in Y						
Investment Type	Amount	L	ess than 1	1 t	o 2		2 to 3
Local Agency Investment Fund Negotiable certificates of deposit	\$ 3,322,079 744,000	\$	3,322,079 247,000	\$	-	\$	497,000
Total	\$ 4,066,079	\$	3,569,079	\$	-	\$	497,000

⁽²⁾ Cash and cash equivalent valued at amortized cost.

Note 3 – Cash and Investments (Continued)

D. Risk Disclosures (Continued)

<u>Credit Risk</u> – State law limits investments in commercial paper and corporate bonds to the top two ratings issued by nationally recognized statistical rating organizations. It is the City's policy to limit its investments in these investment types to the top rating issued by Standard & Poor's and Moody's Investor Service. At June 30, 2022, the City's credit risks, expressed on a percentage basis, were as follows:

Credit Quality Distribution for Securities
with Credit Exposure as a Percentage of Total Investments

	Moody's	Moody's S&P's	
	Credit	Credit	with Interest
Investment Type	Rating	Rating	Rate Risk
Local Agency Investment Fund	Not Rated	Not Rated	81.70%
Negotiable certificates of deposit	Not Rated	Not Rated	18.30%
Total			100.00%

<u>Custodial Risk</u> – For deposits, custodial credit risk is the risk that, in the event of the failure of a depository financial institution, the City will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer), the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

<u>Concentration of credit risk</u> – The City's investment policy does not allow for investments in any one institution that is in excess of 5% of the City's total portfolio, except for LAIF and certificate of deposit, where there is no limit. The City's certificate of deposit in the amount of \$744,000 represented 18.3% of total City investments.

E. Investment in Local Agency Investment Fund ("LAIF")

The City is a participant in LAIF, which is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The City's investments with LAIF at June 30, 2022 included a portion of the pool funds invested in Structured Notes and Asset-Backed Securities, which included the following:

<u>Structured Notes</u>: debt securities (other than asset-backed securities) whose cash flow characteristics (coupon rate, redemption amount, or stated maturity) depend upon one or more indices and/or that have embedded forwards or options.

<u>Asset-Backed Securities</u>: generally, mortgage-backed securities that entitle their purchasers to receive a share of the cash flows from a pool of assets such as principal and interest repayments from a pool of mortgages (for example, Collateralized Mortgage Obligations) or credit card receivables.

As of June 30, 2022, the City had \$3,332,079 invested in LAIF, which had invested 1.88% of the pool investment funds in Structured Notes and Asset-Backed Securities. The investment in LAIF is reported at amortized cost.

Note 4 - Interfund Transactions

Due To and Due From

At June 30, 2022 the City had the following due to and from other funds:

	Due From Other Funds		
Due To Other Funds	Gen	eral Fund	
Nonmajor Governmental Fund	\$	5,860	

The due to and due from is short-term borrowing to cover a cash deficit.

Transfers In and Out

During the year ended June 30, 2022 the City had the following transfers in and out from other funds:

	Tra	ansfer Out			
Transfer In	Sewer Speical Revenue Fund				
General Fund	\$	667,520			
Total	\$	667,520			

The purpose of the transfers was to transfer funds to cover budgeted projects.

Note 5 - Capital Assets

The following schedule shows changes in capital assets for the year ended June 30, 2022:

	Balance July 1, 2021	Additions	Deletions	Reclassification	Balance July 1, 2022
Nondepreciable Assets:					
Land	\$ 117,197	\$ -	\$ -	\$ -	\$ 117,197
Construction in progress	719,477	81,126	-	(719,477)	81,126
Total Nondepreciable Assets	836,674	81,126	-	(719,477)	198,323
Depreciable Assets:					
Structures and improvements	859,900	-	-	-	859,900
Machinery and equipment	101,709	-	-	-	101,709
Infrastructure	2,981,552	_	_	719,477	3,701,029
Total Depreciable Assets	3,943,161		_	719,477	4,662,638
Less Accumulated Depreciation:					
Structures and improvements	(182,684)	(17,198)	-	-	(199,882)
Machinery and equipment	(79,161)	(3,811)	-	-	(82,972)
Infrastructure	(951,414)	(51,636)	-	-	(1,003,050)
Total Accumulated Depreciation	(1,213,259)	(72,645)		-	(1,285,904)
Total Depreciable Assets, Net	2,729,902	(72,645)	-	719,477	3,376,734
Total Capital Assets, Net	\$ 3,566,576	\$ 8,481	\$ -	\$ -	\$ 3,575,057

Depreciation expense was charged in the following functions in the statement of activities:

General government	\$ 21,009
Public works	51,636
Total	\$ 72,645

Note 6 - Self-Insurance with Joint Powers Authority

A. Description of Self-Insurance Pool Pursuant to Joint Powers Agreement

The City is a member of the California Joint Powers Insurance Authority (the "Authority"). The Authority is composed of 124 California public entities and is organized under a joint powers agreement pursuant to California Government Code §6500 et seq. The purpose of the Authority is to arrange and administer programs for the pooling of self-insured losses, to purchase excess insurance or reinsurance, and to arrange for group purchased insurance for property and other lines of coverage. The California JPIA began covering claims of its members in 1978. Each member government has an elected official as its representative on the Board of Directors. The Board operates through a nine-member Executive Committee.

B. Primary Self-Insurance Programs of the Authority

Each member pays an annual contribution at the beginning of the coverage period. A retrospective adjustment is then conducted annually thereafter, for coverage years 2012-13 and prior. Coverage years 2013-14 and forward are not subject to routine annual retrospective adjustment. The total funding requirement for primary self-insurance programs is based on an actuarial analysis. Costs are allocated to individual agencies based on payroll and claims history, relative to other members of the risk-sharing pool.

Note 6 – Self-Insurance with Joint Powers Authority (Continued)

B. Primary Self-Insurance Programs of the Authority (Continued)

Primary Liability Program

Claims are pooled separately between police and general government exposures. (1) The payroll of each member is evaluated relative to the payroll of other members. A variable credibility factor is determined for each member, which establishes the weight applied to payroll and the weight applied to losses within the formula. (2) The first layer of losses includes incurred costs up to \$100,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the first layer. (3) The second layer of losses includes incurred costs from \$100,000 to \$500,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the second layer. (4) Incurred costs from \$500,000 to \$50 million, are distributed based on the outcome of cost allocation within the first and second loss layers.

The overall coverage limit for each member, including all layers of coverage, is \$50 million per occurrence. Subsidence losses also have a \$50 million per occurrence limit. The coverage structure is composed of a combination of pooled self-insurance, reinsurance, and excess insurance. Additional information concerning the coverage structure is available on the Authority's website: https://cjpia.org/coverage/risk-sharing-pools/.

Primary Workers' Compensation Program

Claims are pooled separately between public safety (police and fire) and general government exposures. (1) The payroll of each member is evaluated relative to the payroll of other members. A variable credibility factor is determined for each member, which establishes the weight applied to payroll and the weight applied to losses within the formula. (2) The first layer of losses includes incurred costs up to \$75,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the first layer. (3) The second layer of losses includes incurred costs from \$75,000 to \$200,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the second layer. (4) Incurred costs from \$200,000 to statutory limits are distributed based on the outcome of cost allocation within the first and second loss layers.

For 2021-22 the Authority's pooled retention is \$1 million per occurrence, with reinsurance to statutory limits under California Workers' Compensation Law. Employer's Liability losses are pooled among members to \$1 million. Coverage from \$1 million to \$5 million is purchased through reinsurance policies, and Employer's Liability losses from \$5 million to \$10 million are pooled among members.

C. Purchased Insurance

Pollution Legal Liability Insurance

The City participates in the pollution legal liability insurance program which is available through the Authority. The policy covers sudden and gradual pollution of scheduled property, streets, and storm drains owned by the City. Coverage is on a claims-made basis. There is a \$250,000 deductible. The Authority has an aggregate limit of \$20 million.

Property Insurance

The City participates in the all-risk property protection program of the Authority. This insurance protection is underwritten by several insurance companies. The City property is currently insured according to a schedule of covered property submitted by the City to the Authority. The City property currently has all-risk property insurance protection in the amount of \$97,937,818. There is a \$10,000 deductible per occurrence except for non-emergency vehicle insurance which has a \$2,500 deductible.

Notes to the Basic Financial Statements (Continued) For the Year Ended June 30, 2022

Note 6 – Self-Insurance with Joint Powers Authority (Continued)

C. Purchased Insurance (Continued)

Crime Insurance

The City of Bradbury purchases crime insurance coverage in the amount of \$3,000,000 with a \$2,500 deductible. The fidelity coverage is provided through the Authority.

D. Adequacy of Protection

During the past three fiscal years, none of the above programs of protection experienced settlements or judgments that exceeded pooled or insured coverage. There were also no significant reductions in pooled or insured liability coverage in 2021-2022.

Note 7 – Deferred Compensation Plan

The City had made available to its employees a deferred compensation plan, whereby employees authorize the City to withhold funds from salaries to be invested in individual investment accounts. Funds may be withdrawn by participants upon termination of employment or retirement. The City makes no contributions under the Plan. The amount held by trustees for the employees at June 30, 2022 was \$37,114. The Trustee invests compensation deferred by employees in various investment options selected by the employee and retains title to all accumulated funds until they are paid to the employee or other beneficiary. Plan assets were established in the trust arrangement specified by Internal Revenue Code Section 457(g). The plan assets are not reflected on the City's financial statements.

Note 8 - Defined Benefit Pension Plans

General Information about the Pension Plan

Plan Description

The City contributes to the California Public Employees' Retirement System ("CalPERS"), a cost-sharing multiple-employer defined benefit pension plan. CalPERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. CalPERS acts as a common investment and administrative agent for participating public entities within the State of California. Benefit provisions and all other requirements are established by State statute and City ordinance. Copies of the CalPERS annual financial report may be obtained from their website at www.calpers.ca.gov under Forms and Publications.

Employees Covered by Benefit Terms

At June 30, 2020, the valuation date, the following employees were covered by the benefit terms:

	Miscellaneous			
	Classic	PEPRA		
Active employees	2	1		
Transferred and terminated employees	6	-		
Retired Employees and Beneficiaries	1	_		
Total	9	1		

Notes to the Basic Financial Statements (Continued) For the Year Ended June 30, 2022

Note 8 – Defined Benefit Pension Plans (Continued)

General Information about the Pension Plan (Continued)

Benefit Provided

CalPERS provide retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. A classic CalPERS member becomes eligible for Service Retirement upon attainment of age 60 with at least 5 years of credited service. PEPRA miscellaneous members become eligible for service retirement upon attainment of age 62 with at least 5 years of service. The service retirement benefit is a monthly allowance equal to the product of the benefit factor, years of service, and final compensation. The final compensation is the monthly average of the member's highest 36 full-time equivalent monthly pay. Retirement benefits for miscellaneous employees are calculated as 2.0% of the average final 60-month compensation.

Participant is eligible for non-industrial disability retirement if becomes disabled and has at least 5 years of credited service. There is no special age requirement. The standard non-industrial disability retirement benefit is a monthly allowance equal to 1.8 percent of final compensation, multiplied by service. Industrial disability benefits are not offered to miscellaneous employees.

An employee's beneficiary may receive the basic death benefit if the employee dies while actively employed. The employee must be actively employed with the City to be eligible for this benefit. An employee's survivor who is eligible for any other pre-retirement death benefit may choose to receive that death benefit instead of this basic death benefit. The basic death benefit is a lump sum in the amount of the employee's accumulated contributions, where interest is currently credited at 7.5 percent per year, plus a lump sum in the amount of one month's salary for each completed year of current service, up to a maximum of six months' salary. For purposes of this benefit, one month's salary is defined as the member's average monthly full-time rate of compensation during the 12 months preceding death.

Upon the death of a retiree, a one-time lump sum payment of \$500 will be made to the retiree's designated survivor(s), or to the retiree's estate.

Benefit terms provide for annual cost-of-living adjustments to each employee's retirement allowance. Beginning the second calendar year after the year of retirement, retirement and survivor allowances will be annually adjusted on a compound basis by 2 percent.

Contributions

Section 20814(c) of the California Public Employees' Retirement Law ("PERL") requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through CalPERS' annual actuarial valuation process. The Public agency cost-sharing plans covered by either the Safety risk pools, the Plan's actuarially determined rate is based on the estimated amount necessary to pay the Plan's allocated share of the risk pool's costs of benefits earned by employees during the year, and any unfunded accrued liability. The employer is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. For the measurement period ended June 30, 2021, the active employee and employer's contribution rates for classic miscellaneous plan were 7.000% and 8.794%, respectively; and for PEPRA miscellaneous plan were 6.75% and 7.732% of annual payroll, respectively.

Notes to the Basic Financial Statements (Continued) For the Year Ended June 30, 2022

Note 8 – Defined Benefit Pension Plans (Continued)

Pension Liabilities (Assets), Pension Expenses, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension

Actuarial Methods and Assumptions Used to Determine Total Pension Liability

The June 30, 2020 were rolled forward to determine the June 30, 2021 total pension liabilities, based on the following actuarial methods and assumptions:

Actuarial Cost Method

Entry Age Normal

Actuarial Assumptions:

Discount Rate 7.15% Inflation 2.50%

Salary Increases Varies by Entry Age and Service

Mortality Rate Table Derived using CalPERS' Membership Data for all Funds.

Post Retirement Benefit Increase The lesser of contract COLA or 2.50% until Purchasing Power Protection Allowance

floor on purchasing power applies, 2.50% thereafter.

¹The mortality table used was developed based on CalPERS-specific data. The probabilities of mortality are based on the 2017 CalPERS Experience Study for the period from 1997 to 2015. Pre- retirement and Post-retirement mortality rates include 15 years of projected mortality improvement using 90% of Scale MP-2016 published by the Society of Actuaries. For more details on this table, please refer to the CalPERS Experience Study and Review of Actuarial Assumptions report from December 2017 that can be found on the CalPERS website.

Long-Term Expected Rate of Return

The long-term expected rate of return on pension plan investments was determined using a building -block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all of the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses. The expected real rates of return by asset class are as follows:

The expected real rates of return by asset class are as followed:

Asset Class ¹	Assumed Asset Allocation	Real Return Years 1-10 ²	Real Return Years 11+3
Global Equity	50.00%	4.80%	5.98%
Fixed Income	28.00%	1.00%	2.62%
Inflation Assets	0.00%	0.77%	1.81%
Private Equity	8.00%	6.30%	7.23%
Real Assets	13.00%	3.75%	4.93%
Liquidity	1.00%	0.00%	-0.92%
	100.00%		

⁽¹⁾ In the System's Comprehensive Annual Financial Report, Fixed Income is included in Global Debt Securities; Liquidity is included in Short-term Investments; Inflation Assets are included in both Global Equity Securities and Global Debt Securities.

⁽²⁾ An expected inflation of 2.00% used for this period.

⁽³⁾ An expected inflation of 2.92% used for this period.

Notes to the Basic Financial Statements (Continued) For the Year Ended June 30, 2022

Note 8 – Defined Benefit Pension Plans (Continued)

Pension Liabilities (Asset), Pension Expenses, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension (Continued)

Discount Rate

The discount rate used to measure the total pension liability was 7.15%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the City's Proportionate Share of the Net Pension Liability (Asset) to Changes in the Discount Rate

The following presents the City's proportionate share of the net pension liabilities of the Plan as of the measurement date at June 30, 2021, calculated using the discount rate of 7.15%, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (6.15%) or 1 percentage-point higher (8.15%) than the current rate:

	 Plan's Net Pension Liability/(Asset)								
	 count Rate % (6.15%)		ent Discount e (7.15%)	Discount Rate + 1% (8.15%)					
Miscellaneous	\$ (76,731)	\$	(32,129)	\$	4,743				

Pension Plan Fiduciary Net Position

Detail information about the plan's fiduciary net position is available in the separately issued CalPERS financial report and can be obtained from CalPERS' website under Forms and Publications.

Proportionate Share of Net Pension Liability (Asset) and Pension Expense

The following table shows the plan's proportionate share of the risk pool collective net pension liability over the measurement period:

	Increase (Decrease)						
	Plan Total Pension Liability			Fiduciary Net Position		Net Pension ility/(Asset)	
Miscellaneous							
Balance at: 6/30/20 (Valuation date)	\$	1,173,067	\$	1,054,159	\$	118,908	
Balance at: 6/30/21 (Measurement date)		1,257,769		1,289,898		(32,129)	
Net Changes during 2020-21	\$	84,702	\$	235,739	\$	(151,037)	

Notes to the Basic Financial Statements (Continued) For the Year Ended June 30, 2022

Note 8 – Defined Benefit Pension Plans (Continued)

Pension Liabilities, Pension Expenses, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension (Continued)

Proportionate Share of Net Pension Liability and Pension Expense (Continued)

The following is the approach established by the plan actuary to allocate the net pension liability and pension expense to the individual employers within the risk pool.

- (1) In determining a cost-sharing plan's proportionate share, total amounts of liabilities and assets are first calculated for the risk pool as a whole on the valuation date (June 30, 2020). The risk pool's fiduciary net position ("FNP") subtracted from its total pension liability ("TPL") determines the net pension liability ("NPL") at the valuation date.
- (2) Using standard actuarial roll forward methods, the risk pool TPL is then computed at the measurement date (June 30, 2021). Risk pool FNP at the measurement date is then subtracted from this number to compute the NPL for the risk pool at the measurement date. For purposes of FNP in this step and any later reference thereto, the risk pool's FNP at the measurement date denotes the aggregate risk pool's FNP at June 30, 2021 less the sum of all additional side fund (or unfunded liability) contributions made by all employers during the measurement period (2020-2021).
- (3) The individual plan's TPL, FNP and NPL are also calculated at the valuation date. TPL is allocated based on the rate plan's share of the actuarial accrued liability. FNP is allocated based on the rate plan's share of the market value assets.
- (4) Two ratios are created by dividing the plan's individual TPL and FNP as of the valuation date from (3) by the amounts in step (1), the risk pool's total TPL and FNP, respectively.
- (5) The plan's TPL as of the Measurement Date is equal to the risk pool TPL generated in (2) multiplied by the TPL ratio generated in (4). The plan's FNP as of the Measurement Date is equal to the FNP generated in (2) multiplied by the FNP ratio generated in (4) plus any additional side fund (or unfunded liability) contributions made by the employer on behalf of the plan during the measurement period.
- (6) The plan's NPL at the Measurement Date is the difference between the TPL and FNP calculated in (5).

Deferred outflows of resources, deferred inflows of resources, and pension expenses are allocated based on the City's share of contributions during the measurement period.

The City's proportionate share of the net pension liability was as follows:

	Miscellaneous Plan
	rian
June 30, 2020	0.00109%
June 30, 2021	-0.00059%
Change - Increase (Decrease)	-0.00169%

Notes to the Basic Financial Statements (Continued) For the Year Ended June 30, 2022

Note 8 – Defined Benefit Pension Plans (Continued)

Pension Liabilities, Pension Expenses, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension (Continued)

Proportionate Share of Net Pension Liability and Pension Expense (Continued)

For the year ended June 30, 2022, the City recognized pension credit of \$149,755 for the miscellaneous plan.

The amortization period differs depending on the source of the gain or loss. The difference between projected and actual earnings is amortized over 5-years straight line. All other amounts are amortized straight-line over the average expected remaining service lives of all members that are provided with benefits (active, inactive and retired) as of the beginning of the measurement period.

The expected average remaining service lifetime ("EARSL") is calculated by dividing the total future service years by the total number of plan participants (active, inactive, and retired) in the risk pool. The EARSL for risk pool for the 2020-2021 measurement period is 3.7 years, which was obtained by dividing the total service years of 561,622 (the sum of remaining service lifetimes of the active employees) by 150,648 (the total number of participants: active, inactive, and retired).

At June 30, 2022, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Miscellaneous	Plan		
		red outflows Resources	 rred inflows Resources
Pension contribution made after measurement date	\$	30,103	\$ -
Changes of Assumptions		-	-
Difference between Expected and Actual Experience		-	(3,604)
Actual earnings in excess of expected earning			
on pension investments		28,044	-
Adjustment due to differences in proportions		39,600	_
Difference between employer's actual contributions			
and employer's proportionate share of contributions		-	 (37,403)
Total	\$	97,747	\$ (41,007)

For the year ended June 30, 2022, deferred outflows of resources related to pensions was \$30,103, resulting from City's contributions subsequent to the measurement date, will be recognized as a reduction of the collective net pension liability in the year ending June 30, 2023.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ending June 30,	Miscellaneous Plan	
2023	\$	4,109
2024		6,418
2025		8,358
2026		7,752
2027		-
Thereafter		-
Total	\$	26,637

City of Bradbury Notes to the Basic Financial Statements (Continued) For the Year Ended June 30, 2022

Note 9 - Classification of Fund Balances

At June 30, 2022, fund balances are classified in the governmental funds as follows:

Restricted: Covid 19 1,032 - - 1,032 COPS - 57,490 - - 57,490 Gas Tax - - 784 784 Proposition C - - - 784 784 Proposition C - - - 17,709 11,709 12,709 23,33 12,33 12,33 11,333 11,333 11,033 11,033 11,053 11,053 11,053 11,053 11,053 11,053 11,053 11,053 11,053 11,053 11,053				ls									
Prepaid items \$ 179 \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$					UUT	COPS		nsportation	Governmental			Total	
Restricted: Type Covid 19 1,032 - - - 1,032 COPS 57,490 - - 57,490 Gas Tax - - 784 784 Proposition C - - 17,709 17,709 Country Park Grant - - 9,233 9,233 Proposition A - - 28,054 - 28,054 Measure R - - 83,105 83,105 STPL - - 83,105 83,105 Recycling - - - 83,105 83,105 Recycling - - - 83,105 83,105 Recycling - - - 6,300 6,300 6,300 Recycling - - - 60,808 60,808 60,808 Recycling - - - - 60,808 60,808 60,808 Broad Tax<	~	a	4-0										
Covid 19 1,032 - - 1,032 COPS - 57,490 - 7,490 Gas Tax - - 7,490 - 784 784 Proposition C - - - 17,709 18,205 17,205 17,205 17,205 17,205 18,215 17,205 18,215 17,205 18,205 18,205 18,205 18,205 18,205 18	•		179		_	 _	\$	_	\$	_	_\$	179	
COPS 57,490 - 57,490 Gas Tax - 57,490 Gas Tax - 7,490 - 7,844 784 Proposition C - 7,709 17,709 Country Park Grant - 7,709 17,709 Country Park Grant - 7,800 - 7,800 17,709 Country Park Grant - 7,800 - 7,800 17,709 Proposition A - 7,800 - 7,800 17,709 Measure R - 8,105 83,105 STPL - 7,800 - 7,800 1,053 Recycling - 7,800 1,000													
COPS 57,490 - - 57,490 Gas Tax - - 784 784 Proposition C - - - 17,709 17,709 Country Park Grant - - - 9,233 9,233 Proposition A - - 28,054 - 28,054 Measure R - - - 83,105 83,105 STPL - - - 83,105 83,105 SEV Cling - - - 1,053 1,053 Recy cling - - - 25,746 25,746 Fire Grant - - - 6,300 6,300 Measure M - - - 6,808 60,808 TDA - - - 739 739 SB 1 Gas Tax - - - - 10,864 10,864 Total Restricted 1,032 - 57,490			1,032		-	-		-		-		1,032	
Gas Tax 784 784 Proposition C - 17,709 17,709 Country Park Grant - 9,233 9,233 Proposition A - 28,054 - 28,054 Measure R - - 83,105 83,105 STPL - - - 1,053 1,053 Recycling - - - 25,746 25,746 Fire Grant - - - 6,300 6,300 Measure M - - - 60,808 60,808 TDA - - - 739 739 SB 1 Gas Tax - - - 9,550 9,550 Measure W - - - 10,864 10,864 Total Restricted 1,032 - 57,490 28,054 225,891 312,467 Clean water - 590,323 - - 605 590,323 Total Committ			-		-	57,490		-		_			
Country Park Grant 17,769 17,769 Proposition A 9,233 9,233 Measure R 28,054 83,105 83,105 STPL 1,053 1,053 1,053 Recycling 1,053 1,053 1,053 Recycling 1,053 1,053 1,053 Fire Grant 1,052 1,053 1,053 Measure M 1,052 1,053 1,030 6,300 Measure M 1,052 1,053 1,053 1,053 Measure W 1,052 1,052 1,053 1,053 1,064 1,0864 Total Restricted 1,032 1,053 1,053 1,052 1,052 1,053 1,052 1,053 1,052 1,052 1,052 1,052 1,053 1,052			-		-	-		-		784			
Country Park Grant - - 9,233 9,233 Proposition A - 28,054 - 28,054 Measure R - - - 83,105 83,105 STPL - - - 1,053 1,053 Recy cling - - - 25,746 25,746 Fire Grant - - - 6,300 6,300 Measure M - - - 60,808 60,808 TDA - - - 60,808 60,808 TDA - - - 739 739 SB 1 Gas Tax - - - 9,550 9,550 Measure W - - - - 9,550 9,550 Measure W 1,032 - 57,490 28,054 225,891 312,467 Committed: Sewer improvements and operations - - -	-		-		-	-		-		17,709		17,709	
Proposition A Measure R STPL STPL STPL STPL STPL STPL STPL STPL			-		-	-		-		9,233		•	
Measure R - - 83,105 83,105 STPL - - 1,053 1,053 Recycling - - - 25,746 25,746 Fire Grant - - - 6,300 6,300 Measure M - - - 60,808 60,808 TDA - - - 739 739 SB 1 Gas Tax - - - 9,550 9,550 Measure W - - - 10,864 10,864 Total Restricted 1,032 - 57,490 28,054 225,891 312,467 Committed: Sewer improvements and operations - - - 605 605 Clean water - 590,323 - - 605 590,323 Total Committed - 590,323 - - 605 590,928 Assigned:	-		-		-	-		28,054		-		•	
Recycling Recycl			-		-	-		-		83,105			
Fire Grant			-		-	-		-		1,053	•		
Fire Grant Measure M TDA TDA SB 1 Gas Tax Measure W Total Restricted Total Restricted Total Operations Clean water Total Committed Total Committed Sewor improvements Total Committed Total C			-		-	-		-		25,746		25,746	
Measure M			-		-	-		-		6,300			
SB 1 Gas Tax			-		-	-		-		60,808			
Measure W - - - 9,550 9,550 Total Restricted 1,032 - 57,490 28,054 225,891 312,467 Committed: Sewer improvements and operations - - - - 605 605 Clean water - 590,323 - - - 590,323 Total Committed - 590,323 - - 605 590,928 Assigned: Economic uncertainties 1,000,000 - - - - 1,000,000 Unassigned 3,161,070 - - - - 3,161,070			-		-	-		-		739			
Measure W - - - - 10,864 10,864 Total Restricted 1,032 - 57,490 28,054 225,891 312,467 Committed: Sewer improvements - - - - 605 605 Clean water - 590,323 - - - 590,323 Total Committed - 590,323 - - 605 590,928 Assigned: Economic uncertainties 1,000,000 - - - - 1,000,000 Unassigned 3,161,070 - - - - 3,161,070			-		-	-		-		9,550		9,550	
Committed: Sewer improvements and operations - - - 605 605 Clean water - 590,323 - - - 590,323 Total Committed - 590,323 - - - 605 590,323 Assigned: Economic uncertainties 1,000,000 - - - - - 1,000,000 Unassigned 3,161,070 - - - - 3,161,070			-		-	 -		-		10,864		•	
Committed: Sewer improvements and operations - - - 605 605 Clean water - 590,323 - - - 605 590,323 Total Committed - 590,323 - - 605 590,928 Assigned: Economic uncertainties 1,000,000 - - - - - 1,000,000 Unassigned 3,161,070 - - - - 3,161,070	Total Restricted		1,032		-	 57,490		28,054	-	225,891		312,467	
Clean water - 590,323 - - 603 603 Total Committed - 590,323 - - 605 590,928 Assigned: Economic uncertainties 1,000,000 - - - - - 1,000,000 Unassigned 3,161,070 - - - - 3,161,070	Sewer improvements												
Total Committed - 590,323 605 590,928 Assigned: Economic uncertainties 1,000,000 1,000,000 Unassigned 3,161,070 3,161,070	-		-		-	-		_		605		605	
Total Committed - 590,323 - - 605 590,928 Assigned: Economic uncertainties Economic uncertainties 1,000,000 - - - - - - 1,000,000 Unassigned 3,161,070 - - - - - 3,161,070	Clean water		_		590,323	 -		_		-		590,323	
Assigned: Economic uncertainties 1,000,000 - - - - - 1,000,000 Unassigned 3,161,070 - - - - - 3,161,070	Total Committed				590,323	-		-		605			
Unassigned 3,161,070 3,161,070	Assigned:												
Unassigned 3,161,070 3,161,070	Economic uncertainties		1,000,000		_	_		-		_		1,000,000	
	Unassigned		3,161,070		_	 -		_	***************************************	_			
Total Fund Balances \$ 4,162,281 \$ 590,323 \$ 57,490 \$ 28,054 \$ 226,496 \$ 5,064,644	Total Fund Balances	\$	4,162,281	\$	590,323	\$ 57,490	\$	28,054	\$	226,496	\$		

In order to prudently protect its fiscal solvency, the City maintains a minimum assigned fund balance of \$1,000,000 as reserves for economic uncertainties. The reserve is important in order to:

- Ensure that the City is able to respond to the challenges of a changing environment.
- Reduce the budgetary impacts of bad economic times.
- Insulate the City from actions of the State that may result in reduction of revenues.
- Mitigate exposure to natural disasters or other catastrophic events.
- Demonstrate continued creditworthiness to bond rating agencies and the financial community.

Notes to the Basic Financial Statements (Continued) For the Year Ended June 30, 2022

Note 9 – Classification of Fund Balances (Continued)

The nature and purpose of each reserve is described below:

- A. Infrastructure funds set aside for one-time infrastructure expenditures relating to City owned infrastructure repairs such as streets, sewers or other City facilities.
- B. Economic changes, natural disaster or other catastrophic events funds set aside for local disasters, emergencies, and / or unexpected economic changes that adversely impact the City's financial position.

This reserve was not formally adopted by the City Council.

Note 10 - Other Required Disclosures

Excess of Expenditures over Appropriations

•]	Excess
					Expen	ditures over
	Appropriation	ns	Ехр	enditures	App	ropriations
Nonmajor Governmental Funds:						
TDA Special Revenue Fund						
Public works	\$	-	\$	5,519	\$	(5,519)

The excess was due to higher than anticipated expenditures that exceeded the approved appropriations. The Council was informed of the excesses through monthly reports, and that the expenditures were higher than yearly budgeted amounts due to unforeseen expenses. However, the Council did not formally increase the budgetary appropriations since the revenues were higher than expected and they exceeded the total expenditures.

Note 11 - Commitments and Contingencies

A. Grants

The City participates in Federal and State grant programs. These programs are subject to further examination by the grantors. Expenditures which may be disallowed by the granting agencies, if any, cannot be determined at this time. The City expects such amounts, if any, to be immaterial.

B. Litigation

The City has not been named in any lawsuit that has a potentially material effect on its financial position. There is one matter involving a threat of litigation, which has been accrued in the City's financial position. While the outcome of this matter if litigation is commenced is not presently determinable, in the opinion of management of the City, based in part on the advice of counsel, the resolution of this matter is not expected to have a material adverse effect on the financial position or results of operations of the City.

City of Bradbury Notes to the Basic Financial Statements (Continued) For the Year Ended June 30, 2022

Note 12 - Prior Period Adjustments

The General Fund beginning fund balance was restated from \$3,286,001 to \$3,158,018 and the Governmental Activity beginning net position was also restated from \$8,413,949 to \$8,285,966 due to correction of American Rescue Plan Act revenue recognition.

REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED)

This page intentionally left blank.

City of Bradbury Required Supplementary Information (Unaudited) Budgetary Comparison Schedule For the Year Ended June 30, 2022

General Fund

						vai	iance with
	Original		Final		Actual	Fir	al Budget
REVENUES:							
Taxes \$	816,764	\$	816,764	\$	818,178	\$	1,414
Licenses and permits	161,000		161,000	•	161,372	Ψ	372
Use of money and property	50,650		50,650		(31,219)		(81,869)
Intergovernmental	112,200		112,200		141,183		28,983
Charges for services	314,835		314,835		290,891		(23,944)
Other revenue	7,720		7,720		17,926		10,206
Total revenues	1,463,169		1,463,169		1,398,331		(64,838)
EXPENDITURES:							
Current:							
General government	983,395		983,395		885,087		98,308
Public safety	141,940		141,940		133,190		8,750
Parks and recreation	51,000		51,000		43,311		7,689
Total expenditures	1,176,335		1,176,335		1,061,588		114,747
REVENUES OVER (UNDER) EXPENDITURES	286,834	***************************************	286,834		336,743		49,909
OTHER FINANCING SOURCES:							
Transfers in	665,476		665,476		667,520		2,044
Total other financing sources	665,476		665,476		667,520		2,044
Net change in fund balance	952,310	\$	952,310		1,004,263	\$	51,953
FUND BALANCE:							
Beginning of year, as restated (Note 12)					3,158,018		
End of year				\$	4,162,281		

City of Bradbury Required Supplementary Information (Unaudited) Budgetary Comparison Schedule (Continued) For the Year Ended June 30, 2022

Utility Users Tax (UUT) Special Revenue Fund

		Buc	lget				Vari	ance with
		Original		Final		Actual	Fina	al Budget
REVENUES:								
Use of money and property	\$	5,000	\$	5,000	\$	4,446	\$	(554)
Total revenues	-	5,000		5,000		4,446		(554)
EXPENDITURES:								
Current:								
Public works		90,000		90,000		16,128		73,872
Total expenditures		90,000		90,000	-	16,128		73,872
Net change in fund balance	\$	(85,000)	\$	(85,000)		(11,682)	\$	73,318
FUND BALANCE:								
Beginning of year						602,005		
End of year					\$	590,323		

City of Bradbury Required Supplementary Information (Unaudited) Budgetary Comparison Schedule (Continued) For the Year Ended June 30, 2022

Citizens' Option for Public Safety (COPS) Special Revenue Fund

		Buc	dget				Variance with		
		Original		Final		Actual	Final Budget		
REVENUES:									
Use of money and property	\$	2,500	\$	2,500	\$	2,742	\$	242	
Intergovernmental		100,000		100,000		102,117		2,117	
Total revenues		102,500		102,500		104,859		2,359	
EXPENDITURES:									
Current:									
Public safety		106,500		106,500	***************************************	102,117		4,383	
Total expenditures	W	106,500		106,500		102,117		4,383	
Net change in fund balance	\$	(4,000)	\$	(4,000)		2,742	\$	6,742	
FUND BALANCE:									
Beginning of year						54,748			
End of year					\$	57,490			

City of Bradbury Required Supplementary Information (Unaudited) Budgetary Comparison Schedule (Continued) For the Year Ended June 30, 2022

Public Transportation Fund (Prop A) Special Revenue Fund

		Bu	dget		Varia	nce with		
		Original		Final	Actual	Final Budget		
REVENUES:								
Use of money and property	\$	200	\$	200	\$ 62	\$	(138)	
Intergovernmental		25,000		25,000	26,566		1,566	
Total revenues		25,200		25,200	 26,628		1,428	
Net change in fund balance	\$	25,200	\$	25,200	26,628	\$	1,428	
FUND BALANCE:								
Beginning of year					1,426			
End of year					\$ 28,054			

Required Supplementary Information (Unaudited) Budgetary Information For the Year Ended June 30, 2022

Budget and Budgetary Accounting

The City adopts an annual budget prepared on the modified accrual basis of accounting for the governmental funds. The City Manager or his designee is authorized to transfer budgeted amounts between the accounts of any department. Revisions that alter the total appropriations of any department or fund must be approved by City Council. Expenditures may not legally exceed appropriations at the program level.

Required Supplementary Information (Unaudited) Schedule of the City's Proportionate Share of the Net Pension Liability and Related Ratios For the Year Ended June 30, 2022

Last Ten Fiscal Years

California Public Employees' Retirement System ("CalPERS") Miscellaneous Plan

Measurement Date	6/30/20151		June 30, 2016		June 30, 2017		June 30, 2018		Jur	e 30, 2019
City's Proportion of the Net Pension Liability		0.00256%		0.00077%		0.00077%		0.00070%		0.00089%
	\$	175,694	\$	66,246	\$	76,419	\$	67,418	\$	91,291
City's Covered Payroll		167,611		203,105		185,286		200,481		213,242
City's Proportionate Share of the Net Pension Liability as a Percentage of Its Covered Payroll		104.82%		32.62%		41.24%		33.63%		42.81%
Plan's Proportionate Share of the Fiduciary Net Position as a Percentage of the Total Pension Liability		78.51%		92.47%	<u> </u>	92.41%		93.76%		91.53%

¹ Historical information is presented only for periods after GASB 68 implementation in 2013-14. Additional years of information will be displayed as it becomes available.

Required Supplementary Information (Unaudited)

Schedule of the City's Proportionate Share of the Net Pension Liability and Related Ratios (Continued)
For the Year Ended June 30, 2022

Last Ten Fiscal Years

California Public Employees' Retirement System ("CalPERS") Miscellaneous Plan

Measurement Date	Jur	ne 30, 2020	Jun	e 30, 2021
City's Proportion of the Net Pension Liability		0.00109%		-0.00059%
City's Proportionate Share of				
the Net Pension Liability (assets)	\$	118,908	\$	(32,129)
City's Covered Payroll		220,732		236,424
City's Proportionate Share of the Net Pension Liability				
as a Percentage of Its Covered Payroll		53.87%		-13.59%
Plan's Proportionate Share of the Fiduciary Net Position				
as a Percentage of the Total Pension Liability		89.86%		102.55%

Required Supplementary Information (Unaudited) Schedule of the City's Contributions - Pensions For the Year Ended June 30, 2022

Last Ten Fiscal Years

California Public Employees' Retirement System ("CalPERS") Miscellaneous Plan

Fiscal Year	2014-15 ¹		2015-16		2016-17		2017-18		2018-19	
Actuarially Determined Contribution	\$	29,107	\$	13,626	\$	11,319	\$	14,550	\$	17,974
Contribution in Relation to the										
Actuarially Determined Contribution ²		(29,107)		(163,293)		(11,319)		(14,550)		(17,974)
Contribution Deficiency (Excess)	\$	-	_\$_	(149,667)	\$	-	\$	_	\$	-
Covered Payroll ²	\$	167,611	\$	203,105	\$	185,286	\$	200,481	\$	213,242
Contributions as a Percentage of Covered Payroll		17.37%		6.71%		6.11%		7.26%		8.43%

¹ Historical information is presented only for periods after GASB 68 implementation in 2013-14. Additional years of information will be displayed as it becomes available.

Notes to Schedule

Change in Benefit Terms: There were no changes to benefit terms.

Changes of Assumptions: In 2021, 2020 and 2019, there were no changes in assumptions. In 2018, demographic assumptions and inflation rate were changed in accordance to the CalPERS Experience Study and Review of Actuarial Assumptions December 2017. There were no changes in the discount rate. In 2017, the accounting discount rate reduced from 7.65 percent to 7.15 percent. In 2016, there were no changes. In 2015, amounts reported reflect an adjustment of the discount rate from 7.5 percent (net of administrative expense) to 7.65 percent (without a reduction for pension plan administrative expense.) In 2014, amounts reported were based on the 7.5 percent discount rate.

²Payroll from prior year \$236,424 was assumed to increase by 2.75 percent payroll growth assumption from 2020-21 to 2021-22.

Required Supplementary Information (Unaudited) Schedule of the City's Contributions - Pensions (Continued) For the Year Ended June 30, 2022

Last Ten Fiscal Years

California Public Employees' Retirement System ("CalPERS") Miscellaneous Plan

Fiscal Year	2019-20		2020-21		2	2021-22
Actuarially Determined Contribution	\$	18,537	\$	24,748	\$	30,103
Contribution in Relation to the						ŕ
Actuarially Determined Contribution ²		(18,537)		(24,748)		(30,103)
Contribution Deficiency (Excess)	\$	_	\$	_	\$	_
Covered Payroll	\$	220,732		236,424	\$	242,926
Contributions as a Percentage of Covered Payroll		8.40%		10.91%		12.39%

This page intentionally left blank.

SUPPLEMENTARY INFORMATION

This page intentionally left blank.

NONMAJOR GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS:

County Park Grant Special Revenue Fund - To account for the park grants provided by state and county agencies to build the recreational park located behind City Hall.

Measure R Special Revenue Fund - To account for the receipt and disbursement of funds form Los Angeles County which were created by a voter approved sales tax in 2008. These funds are allocated by Metropolitan Transportation Authority (MTA) to fund street projects.

Surface Transportation Program Local (STPL) Special Revenue Fund - To account for the receipt and disbursement of funds received from the State of California through the MTA and must be used for street improvements on certain major streets within the City.

Recycling Grant Special Revenue Fund - To account for the receipt and disbursement of funds received from the State of California for programs that promote the recycling of waste materials.

Fire Grant Special Revenue Fund - To account for the receipt and disbursement of grant funds received from the U.S. Department of Forestry for brush clearance.

Measure M Special Revenue Fund - To account for the receipt and disbursement of funds form Los Angeles County which were created by a voter approved sales tax in 2016. These funds are allocated by MTA to fund street projects.

TDA Special Revenue Fund - To account for the receipt and distribution of funds allocated by MTA originating from the Transportation Development Act, Article 3 for the planning and construction of pedestrian and bicycle facilities.

Gas Tax Special Revenue Fund - To account for the receipt and disbursement of gas tax subventions from the State of California. Cities are allocated a share of the revenues derived by the State from taxes on gasoline, which must be spent on construction, improvement and maintenance of public streets and street engineering services.

Proposition C Special Revenue Fund - To account for the receipt and disbursement of a portion of the ½ cent sales tax approved by the voters in 1982 and 1990. Approximately 20% of the monies generated by the tax are returned to local agencies to be used for public transportation purposes and maintenance of streets "heavily used by public transit".

SB1 Gas Tax Special Revenue Fund - To account for the receipt and disbursement of funds received from the Road Repair and Accountability Act of 2017. These funds must be spent for local streets and roads.

Measure W Special Revenue Fund - To account for the receipt and disbursement of funds form Los Angeles County which were created by a voter approved sales tax in 2016. This is funded by a parcel tax of 2.5 cents per square foot of impermeable areas.

Sewer Special Revenue Fund - To account for assessments collected and projects funded with the assessments.

City of Bradbury Combining Balance Sheet Nonmajor Governmental Funds June 30, 2022

	Special Revenue Funds											
	County Park M Grant Fund			easure R Fund		STPL Fund		ecycling Grant Fund				
ASSETS												
Cash and investments	\$	9,233	\$	83,105	\$	1,053	\$	31,409				
Taxes receivable		-				-		_				
Total assets	\$	9,233	\$	83,105	\$	1,053	\$	31,409				
LIABILITIES AND FUND BALANCES			***************************************									
Liabilities:												
Accounts payable and accrued liabilities	\$	-	\$	-	\$	-	\$	-				
Unearned revenues		-		-		-		5,663				
Due to other funds		-						-				
Total liabilities						-		5,663				
Fund Balances:												
Restricted		9,233		83,105		1,053		25,746				
Committed	<u></u>	-		-		_		-				
Total fund balances		9,233		83,105		1,053		25,746				
Total liabilities and fund balances	\$	9,233	\$	83,105	\$	1,053	\$	31,409				

City of Bradbury Combining Balance Sheet (Continued) Nonmajor Governmental Funds June 30, 2022

	Special Revenue Funds											
	F:	ire Grant Fund	M	easure M Fund		TDA Fund		as Tax Fund				
ASSETS												
Cash and investments	\$	12,479	\$	60,808	\$	7	\$	2,350				
Taxes receivable				-		413		-				
Total assets	\$	12,479	\$	60,808	\$	420	\$	2,350				
LIABILITIES AND FUND BALANCES												
Liabilities:												
Accounts payable and accrued liabilities	\$	-	\$	-	\$	-	\$	1,566				
Unearned revenues		-		-		-		-				
Due to other funds	***************************************	6,179		-		(319)		-				
Total liabilities		6,179		-		(319)		1,566				
Fund Balances:												
Restricted		6,300		60,808		739		784				
Committed		-		-								
Total fund balances	-	6,300		60,808	NAME OF THE OWNER OWNER OF THE OWNER	739		784				
Total liabilities and fund balances	\$	12,479	\$	60,808	\$	420	\$	2,350				

City of Bradbury Combining Balance Sheet (Continued) Nonmajor Governmental Funds June 30, 2022

	Manadadadada			Special Rev	venue Fu	inds		
	Proposition C Fund		SB 1 Gas Tax Fund		Measure W Fund		S	ewer
ASSETS								
Cash and investments	\$	18,414	\$	42,879	\$	10,864	\$	605
Taxes receivable	***************************************	-		_		_		
Total assets	\$	18,414	\$	42,879	\$	10,864	\$	605
LIABILITIES AND FUND BALANCES	-							
Liabilities:								
Accounts payable and accrued liabilities	\$	705	\$	33,329	\$	-	\$	-
Unearned revenues		-		-		-		-
Due to other funds		-		-				-
Total liabilities	dedenminuminuminuminuminumi	705		33,329		-	****	-
Fund Balances:								
Restricted		17,709		9,550		10,864		-
Committed				***************************************				605
Total fund balances		17,709		9,550		10,864		605
Total liabilities and fund balances	\$	18,414	\$	42,879	\$	10,864	\$	605

City of Bradbury Combining Balance Sheet (Continued) Nonmajor Governmental Funds June 30, 2022

		Total fonmajor vernmental Funds
ASSETS		
Cash and investments	\$	273,206
Taxes receivable		413
Total assets	\$	273,619
LIABILITIES AND FUND BALANCES		
Liabilities:		
Accounts payable and accrued liabilities	\$	35,600
Unearned revenues		5,663
Due to other funds		5,860
Total liabilities		47,123
Fund Balances:		
Restricted		225,891
Committed	***************************************	605
Total fund balances		226,496
Total liabilities and fund balances	\$	273,619

(Concluded)

City of Bradbury Combining Statement of Revenues, Expenditures, and Changes in Fund Balances Nonmajor Governmental Funds For the Year Ended June 30, 2022

			7	Special Re	venue Fun	d	 ***************************************
REVENUES:		County Park Grant Fund		Measure R Fund		TPL und	cling Grant Fund
Use of money and property Intergovernmental Charges for services	\$	68 - -	\$	547 16,524	\$	7 -	\$ 47 5,000 20,103
Total revenues	**************************************	68	***************************************	17,071		7	 25,150
EXPENDITURES:							
Current: Public works Capital outlay	-	-			***************************************	-	 ·-
Total expenditures		-		-		-	 ***
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES		68		17,071		7	25,150
OTHER FINANCING USES							
Transfers out				-			 -
Net change in fund balances		68		17,071		7	25,150
FUND BALANCES:							
Beginning of year		9,165		66,034		1,046	596
End of year	\$	9,233	\$	83,105	\$	1,053	\$ 25,746

City of Bradbury Combining Statement of Revenues, Expenditures, and Changes in Fund Balances (Continued) Nonmajor Governmental Funds For the Year Ended June 30, 2022

	***************************************			Special Re	venue Fur	nd	
	Fire Grant Fund		Measure M Fund		TDA Fund		as Tax Fund
REVENUES: Use of money and property Intergovernmental	\$	- 16,034	\$	370 18,699	\$	17 5,000	\$ 80 27,833
Charges for current services Total revenues	***************************************	16,034		19,069		5,017	 27,913
EXPENDITURES:							
Current: Public works Capital outlay		3,555		-		5,519	27,318 14,168
Total expenditures	***************************************	3,555		•		5,519	 41,486
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES		12,479		19,069		(502)	(13,573)
OTHER FINANCING USES							
Transfers out				-			 -
Net change in fund balances		12,479		19,069		(502)	(13,573)
FUND BALANCES:							
Beginning of year		(6,179)		41,739		1,241	 14,357
End of year	\$	6,300	\$	60,808	\$	739	\$ 784

City of Bradbury Combining Statement of Revenues, Expenditures, and Changes in Fund Balances (Continued) Nonmajor Governmental Funds For the Year Ended June 30, 2022

	With the second section of the second			Special Re	venue Fi	ınd		
	-	Proposition C Fund		SB 1 Gas Tax Fund		Measure W Fund		Sewer Fund
REVENUES:								
Use of money and property Intergovernmental Charges for current services	\$	140 22,036	\$	340 17,238	\$	53,094	\$	2,265 -
Total revenues		22,176		17,578		53,094		2,265
EXPENDITURES:								
Current:								
Public works		8,803		-		42,230		-
Capital outlay		15,347		51,611				_
Total expenditures	***************************************	24,150		51,611		42,230		
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES		(1,974)		(34,033)		10,864		2,265
OTHER FINANCING USES								
Transfers out		-	····	-		-		(667,520)
Net change in fund balances		(1,974)		(34,033)		10,864		(665,255)
FUND BALANCES:								
Beginning of year		19,683		43,583		-		665,860
End of year	\$	17,709	\$	9,550	\$	10,864	\$	605

Combining Statement of Revenues, Expenditures, and Changes in Fund Balances (Continued) Nonmajor Governmental Funds For the Year Ended June 30, 2022

	Total Nonmajor Governmental Funds
REVENUES:	
Use of money and property Intergovernmental	\$ 3,881
Charges for services	181,458 20,103
Total revenues	205,442
EXPENDITURES:	
Current:	
Public works	87,425
Capital outlay	81,126
Total expenditures	168,551
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	36,891
OTHER FINANCING USES	
Transfers out	(667,520)
Net change in fund balances	(630,629)
FUND BALANCES:	
Beginning of year	857,125
End of year	\$ 226,496
	(Concluded)

City of Bradbury Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual County Park Grant Special Revenue Fund For the Year Ended June 30, 2022

	P*************************************	·	dget				nce with	
	<u>O</u> 1	riginal		Final	Actual		Final Budget	
REVENUES:								
Use of money and property	\$	500	\$	500	\$	68	\$	(432)
Total revenues	-	500		500		68		(432)
EXPENDITURES:								
Current:								
Public works		1,000		1,000		_		1,000
Total expenditures		1,000		1,000		-		1,000
Net change in fund balance	\$	(500)	\$	(500)		68	\$	568
FUND BALANCE:								
Beginning of year						9,165		
End of year					\$	9,233		

City of Bradbury Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual Measure R Special Revenue Fund For the Year Ended June 30, 2022

		Bue	dget			Vari	ance with	
		Original	Final		Actual		Final Budget	
REVENUES:								
Use of money and property	\$	300	\$	300	\$	547	\$	247
Intergovernmental	****	18,000		18,000		16,524		(1,476)
Total revenues	-	18,300		18,300		17,071		(1,229)
EXPENDITURES:								
Capital outlay		88,739		88,739				88,739
Total expenditures		88,739		88,739		-		88,739
Net change in fund balance	\$	(70,439)	\$	(70,439)		17,071	\$	87,510
FUND BALANCE:								
Beginning of year						66,034		
End of year					\$	83,105		

City of Bradbury Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual STPL Special Revenue Fund

For the	Year	Ended	June	30.	2022

		Buc	dget			Varia	ance with	
		Original		Final	Actual		Final Budget	
REVENUES:		-						
Use of money and property		10	\$	10	\$	7	\$	(3)
Total revenues		10		10		7		(3)
EXPENDITURES:								
Capital outlay		1,055		1,055		_		1,055
Total expenditures		1,055		1,055		-		1,055
Net change in fund balance	\$	(1,045)	\$	(1,045)		7	\$	1,052
FUND BALANCE:								
Beginning of year						1,046		
End of year					\$	1,053		

City of Bradbury Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual Recycling Grant Special Revenue Fund For the Year Ended June 30, 2022

		Bu	dget				Vari	ance with
	O ₁	riginal		Final	Actual		Final Budget	
REVENUES:								
Use of money and property	\$	100	\$	100	\$	47	\$	(53)
Intergovernmental		5,000		5,000		5,000		-
Charge for current services				-		20,103		20,103
Total revenues		5,100		5,100		25,150	***************************************	20,050
EXPENDITURES:								
Current:				`				
Public works		5,000		5,000		_		5,000
Total expenditures	·····	5,000		5,000		_		5,000
Net change in fund balance	\$	100	\$	100		25,150	\$	25,050
FUND BALANCE:								
Beginning of year					-	596		
End of year					\$	25,746		

City of Bradbury Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual Fire Grant Special Revenue Fund For the Year Ended June 30, 2022

		Buc	dget			Variance with		
	Original			Final	Actual		Final Budget	
REVENUES:								
Use of money and property	\$	75	\$	75	\$	-	\$	(75)
Intergovernmental	***************************************	24,994		24,994		16,034		(8,960)
Total revenues		25,069		25,069		16,034		(9,035)
EXPENDITURES:								
Current:								
Public works		30,934		30,934		3,555		27,379
Total expenditures	***************************************	30,934		30,934	***************************************	3,555		27,379
Net change in fund balance	\$	(5,865)	\$	(5,865)		12,479	\$	18,344
FUND BALANCE:								
Beginning of year						(6,179)		
End of year					\$	6,300		

City of Bradbury Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual Measure M Special Revenue Fund For the Year Ended June 30, 2022

	Budget Original Final			Actual		Variance with Final Budget		
REVENUES:								
Use of money and property	\$	400	\$	400	\$	370	\$	(30)
Intergovernmental		16,500		16,500		18,699	***************************************	2,199
Total revenues		16,900		16,900		19,069		2,169
EXPENDITURES:								
Capital outlay		58,470		58,470		*		58,470
Total expenditures		58,470	·	58,470			*	58,470
Net change in fund balance	\$	(41,570)	\$	(41,570)		19,069	\$	2,169
FUND BALANCE:								
Beginning of year						41,739		
End of year					\$	60,808		

City of Bradbury Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual TDA Special Revenue Fund For the Year Ended June 30, 2022

		Bu				Variance with		
	Original		Final		Actual		Final Budget	
REVENUES:								
Use of money and property	\$	-	\$	_	\$	17	\$	17
Intergovernmental	*******************************	5,000		5,000		5,000		-
Total revenues		5,000		5,000		5,017		17
EXPENDITURES:								
Current:								
Public works		-		-		5,519		(5,519)
Capital outlay		5,000		5,000	W-W-1	-		5,000
Total expenditures		5,000		5,000		5,519		(519)
Net change in fund balance	\$	_	\$	-		(502)	\$	(502)
FUND BALANCE:								
Beginning of year						1,241		
End of year					\$	739		

City of Bradbury Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual Gas Tax Special Revenue Fund For the Year Ended June 30, 2022

REVENUES:	Budget Original Final			Actual		Variance with Final Budget		
Use of money and property Intergovernmental Total revenues EXPENDITURES:	\$	200 35,000 35,200	\$ 	200 35,000 35,200	\$	80 27,833 27,913	\$	(120) (7,167) (7,287)
Current: Public works Capital outlay Total expenditures		36,929 14,168 51,097		36,929 14,168 51,097		27,318 14,168 41,486		9,611
Net change in fund balance	\$	(15,897)	\$	(15,897)		(13,573)	\$	2,324
FUND BALANCE:								
Beginning of year						14,357		
End of year					\$	784		

City of Bradbury Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual Proposition C Special Revenue Fund

	Budget						Varia	ance with
	Original		Final		Actual		Final Budget	
REVENUES:								
Use of money and property	\$	450	\$	450	\$	140	\$	(310)
Intergovernmental		23,000	V	23,000		22,036		(964)
Total revenues	*************	23,450		23,450		22,176		(1,274)
EXPENDITURES:								
Current:								
Public works		9,000		9,000		8,803		197
Capital outlay	******	36,570		36,570		15,347		21,223
Total expenditures		45,570	***************************************	45,570	***************************************	24,150		21,420
Net change in fund balance	\$	(22,120)	\$	(22,120)		(1,974)	\$	20,146
FUND BALANCE:								
Beginning of year						19,683		
End of year					\$	17,709		

City of Bradbury Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual SB 1 Gas Tax Special Revenue Fund For the Year Ended June 30, 2022

	Budget						Vari	ance with	
	Original			Final		Actual		Final Budget	
REVENUES:									
Use of money and property	\$	300	\$	300	\$	340	\$	40	
Intergovernmental		30,000		30,000		17,238		(12,762)	
Total revenues	#	30,300		30,300		17,578		(12,722)	
EXPENDITURES:									
Current:									
Public works		-		_		-		-	
Capital outlay		81,615		81,615		51,611		30,004	
Total expenditures	***************************************	81,615		81,615		51,611		30,004	
Net change in fund balance	\$	(51,315)	\$	(51,315)		(34,033)	\$	17,282	
FUND BALANCE:									
Beginning of year						43,583			
End of year					\$	9,550			

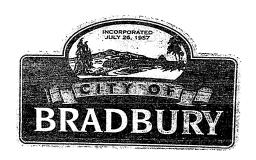
City of Bradbury Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual Measure W Special Revenue Fund For the Year Ended June 30, 2022

	#*************************************	Bu	dget			Vari	ance with
	0	riginal		Final	Actual	Fin	al Budget
REVENUES:							
Intergovernmental		50,500	\$	50,500	\$ 53,094	\$	2,594
Total revenues		50,500		50,500	 53,094		2,594
EXPENDITURES:							
Current:							
Public works		50,500		50,500	42,230		8,270
Total expenditures		50,500		50,500	42,230		8,270
Net change in fund balance		-	\$	_	10,864	\$	10,864
FUND BALANCE:							
Beginning of year					_		
End of year					\$ 10,864		

City of Bradbury Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual Sewer Special Revenue Fund For the Year Ended June 30, 2022

	Sewer S	pecial Revenue	Fund					
		Bud	dget				Varia	ince with
	The San Control of the San Contr	Original		Final		Actual	Fina	l Budget
REVENUES:								
Use of money and property	\$		\$	-	\$	2,265	\$	2,265
Total revenues	***********	-		-		2,265		2,265
OTHER FINANCING USES:								
Transfers out	******	(665,476)		(665,476)	***	(667,520)		(2,044)
Total other financing uses	•••	(665,476)	***************************************	(665,476)		(667,520)		(2,044)
Net change in fund balance	\$	(665,476)		(665,476)	•	(665,255)	\$	221
FUND BALANCE:								
Beginning of year						665,860		
End of year					\$	605		

This page intentionally left blank.



Richard Barakat, Mayor (District 3) Richard Hale, Mayor Pro-Tem (District 1) Monte Lewis, Councilmember (District 2) Bruce Lathrop, Councilmember (District 4) Elizabeth Bruny, Councilmember (District 5)

City of Bradbury Agenda Memo

TO:

16

Honorable Mayor and Members of the City Council

FROM:

Mario Flores, Management Analyst

DATE:

October 17, 2023

SUBJECT:

Approval of Atlas Planning Solutions Proposal for the Update

of a Local Hazard Mitigation Plan

ATTACHMENTS:

1. Atlas Proposal for the Update of a Local Hazard Mitigation Plan

SUMMARY

After a bidding process for the update of a Local Hazard Mitigation Plan (LHMP), it is recommended the City Council authorize the City Manager to enter into a contract for consultant services with Atlas Planning Solutions (Atlas) for the update of a LHMP in the not-to-exceed amount of \$42,980.

BACKGROUND

(

Local Hazard Mitigation planning is the process of assessing vulnerabilities, measuring risk, identifying strategies for risk reduction, and assigning responsible parties to carry out appropriate action. This initiative involves a comprehensive study of multiple hazards that could impact a given municipality including natural, human-caused, and technological hazards. The planning process requires a number of stakeholders, including members of the public, coming together in a collaborative effort to attain a common objective of managing disaster-related risk.

A Local Hazard Mitigation Plan (LHMP) is the output of this planning process and serves as a local municipality's long-term road map for community resiliency. Local municipalities are responsible to prepare, adopt, maintain, and update, a LHMP, once it has been reviewed by the Governor's Office of Emergency Services (Cal OES) and approved by FEMA. Additionally, the Federal Disaster Mitigation Act of 2000 requires a community to have an approved LHMP in order to be eligible to apply for and receive FEMA hazard

mitigation funds. Once a LHMP is adopted, FEMA requires that the LHMP be updated every five years. The City of Bradbury's (City) LHMP is now due for an update.

A comprehensive update of the City's LHMP will not only ensure that the City is eligible to receive FEMA hazard mitigation funds, but also will guide the City towards building a safer, more sustainable community. A comprehensive update of the City's LHMP supports the City Council priorities of Disaster Preparedness and Fiscal Responsibility.

On August 9, 2023, the City circulated a Request for Proposal (RFP) for the Update of Local Hazard Mitigation Plan. The submission deadline was originally August 31, 2023 at 5:00 p.m. As this submission deadline approached, the City received only one (1) bid; therefore, the deadline date was extended to September 21, 2023. In response to the RFP circulated at the conclusion of the extended deadline date, the City received a total of seven (7) bid submissions. Below is an outline of the submitted responses.

Company	Fee Estimate
Atlas Planning Solutions	\$42,980
Dynamic Planning + Science	\$50,000
Emergency Planning Consultants (EPC)	\$52,500
Interwest Consulting Group (Interwest)	\$55,000
IEM	\$71,280
Jacob Green & Associates	\$84,600
Outrider Insight LLC	\$78,500

Based on the vendor's proposal (Attachment 1), references, and cost, City Staff is recommending Atlas Planning Solutions (Atlas) as the best partner to develop the City's updated LHMP.

<u>ANALYSIS</u>

(

Atlas is a vendor that is made up of a staff with over 20 years of experience in assisting planners and decision-makers with comprehensive vulnerability assessments and hazard mitigation planning projects that have positive effects on local communities. Furthermore, Atlas has assisted a great number of local communities develop FEMA-approved Hazard Mitigation Plans. Communities that Atlas has assisted with developing LHMP's include the Cities of Anaheim, Duarte, Fullerton, Irvine, Laguna Beach, and Rancho Cucamonga.

Atlas utilizes a four-phase process to develop a LHMP update: (1) Planning and Development Process; (2) Mapping and Risk Assessment; (3) Conducting a Hazard Mitigation Strategy; and (4) Implementation and Maintenance Refinement. Atlas will collaborate with City Staff and the City's Public Safety Committee throughout the plan development process to create an effective plan tailored specifically for the City. Atlas will also conduct community outreach and engagement to alert residents and property owners about the planning process and importance of the LHMP, as required by FEMA. The entire planning process is expected to take approximately ten (10) months to complete.

ŧ

Once completed, Atlas will present the final draft of the plan to City Council. The overall cost of the plan will not exceed \$42,980.

FINANCIAL ANALYSIS

1

The LHMP update will be funded from the City's general fund and will not exceed the amount of \$42,980.

STAFF RECOMMENDATION

After a bidding process for the update of a Local Hazard Mitigation Plan (LHMP), it is recommended the City Council authorize the City Manager to enter into a contract for consultant services with Atlas Planning Solutions (Atlas) for the update of a LHMP in the not-to-exceed amount of \$42,980.

ATTACHNENT #1



Proposal for:

Local Hazard Mitigation Plan Update

City of Bradbury 600 Winston Avenue Bradbury, CA 91008

Atlas Planning Solutions
6578 BARRANCA DR | RIVERSIDE, CA 92506

)
)
)

Table of Contents

Table of Contents	i
Cover Letter	
I. Project Team Overview	
A. Atlas Planning Solutions	
Atlas Planning Solutions Business Information	
Navigating Preparedness Associates (NPA) Firm Description	
II. Proposed Work Program	
Project Understanding	
Atlas Planning Team Differentiators	
Project Approach	
Scope of Work	
HMPC Meetings	
Outreach and Engagement	
III. Project Team Qualifications	
B. Qualifications and Experience of Proposed Project Staff	
C. Team Organizational Chart	
Project Experience	
Atlas Planning Solutions' Hazard Mitigation Planning Experience	12
Navigating Preparedness Associates (NPA) Hazard Mitigation Planning Experience	
IV. Proposed Project Schedule and Timeline	
V. Client References	
VII. Project Cost	
VIII. Previous Failures or Refusals to Complete a Contract	
IX. Similar Local Hazard Mitigation Plans	
Attachment A – Staff Resumes	Λ_1

Cover Letter

September 21, 2023 (Updated October 4, 2023)

Mario Flores Management Analyst City of Bradbury 600 Winston Avenue Bradbury, CA 91008

Dear Mr. Flores,

As a unique foothill community in the San Gabriel Valley, Bradbury faces numerous challenges associated with natural and human-caused hazards. Hazards like wildfire, landslides, and flooding, can have a significant impact on the daily lives of residents and city operations. Through the hazard mitigation planning process, the city can better understand how to manage the risks associated with the primary hazards that can impact the City. The City's desire to update its local hazard mitigation plan can become the catalyst to address many of the natural hazard issues and fix many of the problems created from past decisions. Knowing the challenges that cities face with limited budgets, reduced staffing, and limited resources, this opportunity can help ensure the community doesn't fall further behind.

This update can also provide opportunities for the City to better integrate the recently updated Safety Element and CWPP into their overall mitigation strategy. These documents can expand City capabilities and improve mitigation activities undertaken by City departments. In addition, this update process will require adherence to the latest revisions in FEMA guidance that went into effect on April 19, 2023. Atlas Planning is currently working with Cal OES and FEMA staff on one of the first plans to be approved under this new guidance, which can benefit Bradbury's update process.

For the Atlas Planning Solutions Team, Aaron Pfannenstiel will serve as the project manager and the City's primary point of contact. Mr. Pfannenstiel is committed to ensuring the highest quality product and process for the City and ensures that all personnel proposed will work on this project.

As a firm principal, Aaron has read and will comply with all terms and conditions contained in this RFP and is authorized to negotiate and execute contracts on behalf of the firm. The cost proposal included remains valid for 180 days from the date of submittal. If you have questions or would like to schedule an interview with our team, please contact us at your convenience.

Primary Point of Contact

Aaron Pfannenstiel Principal

Phone: 951-444-9379

Email: aaron@atlasplanning.org

Respectfully submitted,

Aaron Pfannenstiel

I. Project Team Overview

A. Atlas Planning Solutions



Atlas Planning Solutions (APS) focuses on making the world a better place. Founded in 2018 in Riverside, California, our mission is to leverage our skills and experience in comprehensive planning, climate adaptation, and hazard mitigation, offering clients a wide range of consulting services to help them navigate their complex problems and issues. Our focus is on successful client outcomes that build agency capacity, create resilient places to live and work, and create communities that thrive in this ever-changing landscape.

As a small, woman-owned, and servicedisabled veteran-owned business in the State of

California, APS understands that successful outcomes rely on client satisfaction, optimal project management, and a clear understanding of clients' needs. We strive to exceed our client's expectations, which has translated into repeat business and numerous referrals for our services.

APS specializes in the integration of planning tools like Local Hazard Mitigation Plans and Climate Adaptation Vulnerability Assessments into the General Plan. Since 2006, the State of California has incentivized the integration of these two documents, which has become a significant opportunity for communities throughout California.

Atlas Planning Solutions Business Information

Legal Name: Atlas Planning Solutions |S-Corporation, Incorporated in 2018 in the State of

California.

Address: 6578 Barranca Drive, Riverside, CA 92506

Phone: 951-444-9376

Email: aaron@atlasplanning.org; suzanne@atlasplanning.org

Firm Principals/ Officers:

Suzanne Murray – Principal/ CEO

Aaron Pfannenstiel – Principal/ CFO/Project Manager

Staff Members:

• Dennis Larson - Senior Planner/GIS Analyst

Crystal Stueve – Senior Planner

Robert Jackson – Associate Planner

Number of Years in Business: 4+ years

Number of Years Performing Requested Services: 22+ Years

To support this effort, Atlas Planning Solutions has partnered with Navigating Preparedness Associates. Our two firms frequently partner on projects to provide better client service and increased capabilities. The following are details regarding the firm and personnel:

Navigating Preparedness Associates (NPA) Firm Description

Navigating Preparedness Associates (NPA), Limited Liability Corporation (LLC) is a Disabled Veteran-Owned Small Business Enterprise (SDVBE), California #1770371, with a single office located in Lafayette, California. Founded in 2014, NPA provides emergency management solutions for local, state, and federal government and private industry. Our associates are experts in delivering solutions across a broad spectrum of mitigation, preparedness, response, and recovery functions.

Navigating Preparedness Associates (NPA) has decades of experience in the following areas:

- Disaster Mitigation Act (DMA) 2000 Compliant Hazard Mitigation Plans
- Water District Emergency Preparedness
- Public Health Emergency Preparedness and Response
- City, County, and Special District Emergency Operations Plans
- Maritime Threat Analysis and Response
- Catastrophic Incident Planning
- Homeland Security Exercise and Evaluation Program (HSEEP) Compliant Exercises

Proposed Work Program П.

Project Understanding

The City's desire to update the Local Hazard Mitigation Plan (LHMP) is a significant step towards improving the quality of life for current and future residents and property owners. Based on the RFP, the Atlas Planning Solutions (APS) team understands that this updated plan must:

- Meet Disaster Mitigation Act of 2000 (DMA 2000) requirements and the latest guidance prepared by FEMA, which went into effect on April 19, 2023.
- Meet the current and future needs of Bradbury staff and City Departments.
- Meet the current and future needs of residents and property owners.
- Identify updated mitigation strategies and actions that make the community safer and more disaster resistant.
- Create an easy and staff focused process to streamline the LHMP update.
- Remain consistent with the City's General Plan, Emergency Operations Plan, and California State Hazard Mitigation Plan.
- Provide opportunities for community members and stakeholders to participate in the planning process.

Atlas Planning Team Differentiators

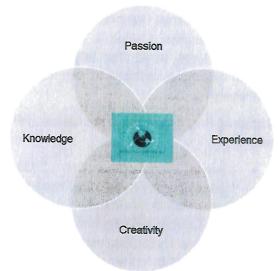
Based on this understanding, the APS Team offers the following differentiators:

Passion – Members of our team are passionate about helping clients tackle the issues surrounding climate change, sustainability, hazards, and resilience. Helping clients address these issues is something we care about personally and

professionally.

Experience – Members of our team have worked in urban planning, hazard mitigation, and emergency management for decades. This experience has helped save time and money and avoid many pitfalls that have befallen other jurisdictions in the past.

Creativity – Hazard mitigation planning can be a creative endeavor for our clients. Facilitating this process has allowed many agencies to challenge some of the long-held beliefs, establish new policies, and create projects and opportunities that leverage this process.



Knowledge - Our team understands how hazard

mitigation plans fit into the bigger picture for a City like Bradbury. Leveraging the process allows for better integration into city systems and processes. Our goal is to ensure this plan and process helps the City better understand how to leverage new funding sources and accomplish more in the end.

Project Approach

The APS Team approach to updating Bradbury's Local Hazard Mitigation Plan requires adherence to the following:

Federal Laws

Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), as amended.

Federal Regulations

- 44 CFR Part 201 Mitigation Planning.
- 44 CFR, Part 60, Subpart A, including § 60.3 Flood plain management criteria for flood-prone areas.
- 44 CFR Part 77 Flood Mitigation Grants.
- 44 CFR Part 206 Subpart N. Hazard Mitigation Grant Program.

Federal Guidance

FEMA Local Mitigation Planning Policy Guide (FP 206-21-0002), effective April 19, 2023

State Requirements

- California Government Code §8685.9 and §65302.6 (commonly referred to as Assembly Bill 2140) incentivizing integration of the LHMP into the General Plan Safety Element
- California Government Code §65302 (G)(4) requiring hazards exacerbated by climate change be discussed
 in the General Plan Safety Element

To complete this, the APS Team proposes the following project approach:



Scope of Work

The following scope of work is based on the APS Team's understanding of the desired tasks and level of effort necessary to complete a DMA 2000–compliant LHMP update. The scope developed is consistent with the City's RFP, including tasks that ensure an efficient and effective planning process. If any proposed tasks need refinement or further discussion, the APS Team will be happy to work with staff to address their needs.

Phase 1 - LHMP Planning/Development Process

APS will conduct a Kick-Off meeting (in person or virtual) with key staff to form the Hazard Mitigation Planning Committee (HMPC), including key City Departments, identified stakeholders, and other relevant organizations/agencies that support City functions. As part of this meeting, the APS Team will conduct initial research and discuss key project outcomes, prior planning efforts, and current issues facing the City.

HMPC Meetings

Since this is an update to the plan, the APS Team anticipates the need for two internal HMPC meetings (in person or virtually) to facilitate the hazard mitigation planning process. A summary of the anticipated topics for these meetings include:

HMPC Meeting 1 – Review the planning process, update to key hazards of concern, data gathering and research, review of base map and hazards mapping, and confirmation of critical facilities list.

HMPC Meeting 2 – Review of hazards and risk assessment and discussion of mitigation actions and strategies.

Documentation of these meetings will become a foundation of the planning process described in the plan.

Outreach and Engagement

In preparation for outreach and engagement activities, the APS Team will prepare a memorandum to the City describing the community engagement strategy in terms of groups to be contacted, the structure of meetings and workshops, and methods of advertising the events. As part of this task, the APS Team will coordinate with City staff to ensure the list of contacts is comprehensive and properly targeted.

Upon completion of the engagement memorandum, the APS Team will develop materials to advertise planned workshops and suggest additional methods of alerting residents and property owners about the planning process and the importance of the LHMP. Content for the Bradbury News, Connect CTY (text messages), and print advertisements will be prepared for the community engagement opportunities identified in the memo.

As requested, the APS Team assumes two public meetings will be conducted, to provide input during plan development. The following meetings are anticipated:

Bradbury Public Safety Committee Meeting

The APS Team recommends conducting this meeting early in the planning process to allow the Committee and residents an opportunity to learn about the planning process and provide feedback regarding the previous plan and new issues or trends of concern that the updated plan can address. This meeting will include a formal presentation to the committee.

Bradbury City Council Meeting

Upon completion of the Cal OES/FEMA review process, the APS Team will support City staff with final adoption of the LHMP. This step in the process concludes the project and ensures compliance with state and Federal requirements. Upon adoption, the City becomes eligible for FEMA hazard mitigation grants for another 5-year period. This meeting will include a formal presentation to City Council.

City Staff Requirements

The APS Team anticipates City staff will support this task by reviewing the engagement strategy memo and outreach content; posting outreach content to the City website and newsletter; assisting with arranging meeting locations, timing, and pertinent information; and attending meetings to provide feedback during the planning process.

Phase 2 - Hazards Assessment Update

The APS Team, in partnership with the HMPC, will discuss the current hazards profiled in the 2019 plan. During HMPC Meeting #1 these hazard profiles will be confirmed and additional hazards/requirements will be discussed. The following list identifies the current hazards profiled and potential changes due to updated FEMA guidance:

Current Hazard Profiles

Earthquake Hazards (includes Liquefaction)
Wildfire Hazards
Flood Hazards
Landslide Hazards
Windstorm Hazards
Drought Hazards
Climate Change (new requirement)

As part of the hazard profile updates additional GIS mapping and analysis will be conducted if deemed necessary. Through this process, the City will have a deeper understanding of local conditions and how your critical facilities may be affected (see Figure 1 for an example).

As a standard practice, the APS Team addresses climate change within each hazard profile to ensure compliance with SB 379 requirements as well as FEMA guidance. This approach has been used by APS and has been found to make it easier to focus on updating the content within the plan, improving readability and continuity. The data

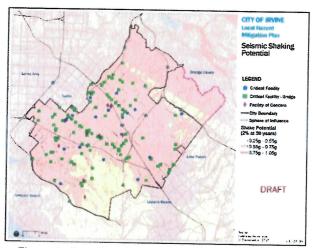


Figure 1 - Example of LHMP Seismic Hazards Mapping

and information gathered during this task will be shared with the HMPC during Meeting #1. During this task, we typically provide a public outreach opportunity that conveys the overall project information and initial information gathered on the hazards of concern identified by the HMPC for public input and feedback.

City Staff Requirements

The APS Team anticipates City staff will provide feedback on relevant hazards, data, and historical information on the hazards of concern and guidance on new issues or concerns to be incorporated into the plan.

Asset Inventory and Vulnerability Analysis

Upon confirming the City's critical facilities inventory and initial GIS mapping, the APS Team will conduct a vulnerability assessment that relies on this information. This vulnerability assessment will include potential loss estimates, an analysis of the City's development trends and potential changes to demographics, and a social vulnerability analysis, relying on available GIS datasets provided by the City or other local, state, and/or federal agencies (FEMA National Risk Index). All maps prepared will be provided in both ArcGIS and PDF formats for City use. The data and information gathered during this task will be shared with the HMPC during Meeting #1. A key input will include using FEMA's National Risk Index to estimate potential losses (Figure 2). This is in place of HazUS, as FEMA is now relying on this index to ensure greater consistency between local planning efforts and datasets developed by State and Federal agencies.

Composite Expected Annua	al Loss		\$1,472,058.33
Composite Expected Annua	l Loss Rate National Percentile		94.9
Building EAL	\$1,407,227.20	Population EAL	0.01 fatalities
Building EAL Rate	\$1 per \$305.23 of building value	Population EAL Rate	1 per 225.63K people
Agriculture EAL	\$0.09	Population Equivalence EAL	\$64,831.04
Agriculture EAL Rate	\$1 per \$4.68K of agriculture value		

Figure 2 - FEMA National Risk Index - Composite Annual Loss for Bradbury

In addition to the mapping and analysis, the APS Team will also update the Capabilities Assessment to meet new FEMA requirements. This task includes a review of the existing planning regulations and programs that can support current mitigation capabilities. A key element of this review is identifying ways to expand this capability to ensure future efforts are easier and better integrated into the City mitigation planning framework.

City Staff Requirements

The APS Team anticipates City staff will provide feedback on the Critical Facilities Inventory, the vulnerability assessment and capabilities assessment results, and any relevant data/information that may assist with the analysis as part of this task.

Phase 3 – Hazard Mitigation Strategy

To initiate the development of mitigation strategies and actions, the APS Team will review the recently updated General Plan Safety Element, Community Wildfire Protection Plan, Capital Improvement Plans, LHMPs from surrounding cities, and the State of California HMP. Based on this review, recommendations for the plan's hazard mitigation goals will be provided to the HMPC for discussion and feedback.

Upon completion of the Capabilities Assessment and Mitigation Goals, the APS Team will prepare City mitigation strategies and actions for future implementation. Using our mitigation action worksheets, we will identify the department lead for the specific mitigation action, funding and staffing resources, time frame for completion, and implementation steps for each prioritized mitigation action. The data and information gathered during this task will be shared with the HMPC during Meeting #2. As part of the mitigation actions development, the APS Team will create a Monitoring and Implementation Workbook that is incorporated into the Appendix of the LHMP. This workbook is intended to help City staff understand how mitigation actions should be monitored and implemented and opportunities to incorporate the plan and mitigation strategies and actions into other City functions and plans.

City Staff Requirements

The APS Team anticipates that City staff will provide feedback on potential strategies and capital improvement projects that may become actions. During HMPC Meeting #2, it is expected that participants will help identify additional actions to incorporate into the plan, priorities for these actions, and other relevant information to finalize them.

Phase 4 - Hazard Mitigation Plan Maintenance Process

Upon completing Phases 1 through 3, the APS Team will prepare the Administrative Draft LHMP for City staff review. Using the process identified above, members of the HMPC will be assisting with plan development as the research, mapping, and analysis are conducted. In doing so, HMPC members will recognize much of the plan content based on their feedback and review in HMPC meetings 1 and 2. Upon completion, the plan will be provided to City staff for review and comment. Completion of the Administrative Draft LHMP will include a Chapter within the plan that identifies the following key information required by FEMA:

- LHMP Monitoring, Evaluation, Implementation, and Updates
- Incorporation of the LHMP in existing planning mechanisms
- Schedule for LHMP Implementation
- Continued Public Involvement during the 5-year implementation period.

Once the APS Team has received a consolidated set of comments on the Administrative Draft Plan, the Public Review Draft LHMP will be prepared alongside the FEMA Plan Review Tool, which accompanies the plan when submitted to Cal OES/FEMA for approval.

City Staff Requirements

The APS Team anticipates City staff will provide feedback on the Administrative Draft LHMP document. If HMPC members identify additional information during this review, this information can be shared and incorporated into the Public Review Draft LHMP.

Public Draft Review and Revision

Upon completion of revisions and approval from the City, the Public Review Draft LHMP will be distributed for public review. Using the City's website, monthly newsletter, and distribution lists, the APS Team will work with staff to identify where the document can be accessed, either electronically or in hard copy. We typically recommend a review period of 30 days, but this can be modified based on staff desires and schedule constraints. We also anticipate City staff will share this as an informational item at the Bradbury Public Safety Committee meeting that occurs during the public review process, allowing for questions, comments, and feedback from the public and elected/appointed officials. A compilation of public review comments will be incorporated into the plan, where appropriate, before transmittal to Cal OES/FEMA.

City Staff Requirements

The APS Team anticipates City staff will assist with outreach and engagement efforts during the public review period. Relying on content prepared by the APS Team, we will work with City staff during the public review period so they have the information needed to effectively share with residents and property owners.

Cal OES/FEMA Draft Review

Upon completing the public review period, the APS Team will review the comments received and prepare the LHMP for transmittal to Cal OES/FEMA. Completing this task also includes finalizing the FEMA Plan Review Tool (Crosswalk), which accompanies the document when transmitted. Upon receiving comments from Cal OES and FEMA (if warranted), the APS Team will prepare revisions and coordinate with agency staff until deemed satisfactory, allowing for City adoption.

City Staff Requirements

The APS Team anticipates City staff will review requested revisions by Cal OES/FEMA, if necessary.

Local Hazard Mitigation Plan Adoption

Upon receiving an Approvable Pending Adoption (APA) letter from FEMA, the APS Team will prepare a final version of the LHMP for presentation and adoption at City Council. The APS Team will assist staff with staff report content and an adoption resolution as part of this task.

City Staff Requirements

The APS Team anticipates City staff will provide preferred document templates/formats for adoption materials and provide comments and feedback on presentation materials prepared by the APS Team. This task also assumes City staff will coordinate the dates and times for adoption hearings and any notice required to support those hearings.

III. Project Team Qualifications

B. Qualifications and Experience of Proposed Project Staff

The APS team is comprised of key staff with diverse skill sets and experience. We operate under a working principal model, whereby principal owners of the firm are actively involved and engaged with day-to-day client management, deliverable preparation, and project oversight based on client needs. The team members proposed for this effort are summarized below, and resumes are provided in **Attachment A**.

Aaron Pfannenstiel will serve as the Project Manager for the APS Team and brings over 20 years of community planning experience, focusing on emergency management, hazard mitigation, and community resiliency. With a background in geology, environmental studies, and urban planning, he helps clients understand hazards, assess vulnerabilities, and develop policies, programs, and mitigation strategies that make communities safer.

Suzanne Murray will serve as a Quality Assurance/Quality Control specialist. With over 16 years of technical writing and editing experience and an emphasis on documents and reports prepared for the federal government, including standard operating procedures, information reports, information and white papers, and presentations. Her primary role with Atlas Planning is preparing and reviewing hazard mitigation and emergency management documents.

Dennis Larson will serve as a senior planner and brings over 22 years of experience leading public agency management programs, policy research efforts, and technical analyses. Dennis will provide vital support to plan integration and vulnerability analysis portions of the plan. Mr. Larson's specialties include advanced planning project development, climate resiliency policy, Geographic Information Services, and economic impact analyses.

Crystal Stueve will serve as a primary researcher and author. With a strong background in writing and research and reliance on over 18 years of experience working for local and federal agencies, she understands the importance of clear communication, documentation of processes and outcomes, and developing plans that are easy to read, understand, and implement.

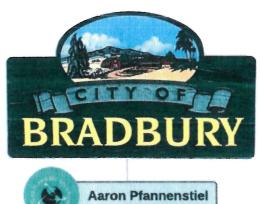
Robert Jackson will serve as a primary researcher and author. Mr. Jackson has supported Atlas Planning for the past three years, updating LHMPs and Safety Elements, and will bring that knowledge and experience to this effort for the City.

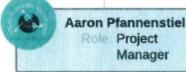
Lee Rosenberg is a Certified Emergency Manager (CEM) with over 35 years of experience leading real-world contingency operations and addressing complex emergency and disaster issues. Mr. Rosenberg is a retired US Navy Captain who also served as a Federal Emergency Management Agency (FEMA) Region IX (RIX) Federal Coordinating Officer. Mr. Rosenberg will serve as a senior planner and subject matter expert for this project, lending his experience and leadership to this project.

C. Team Organizational Chart

To effectively manage the APS Team, the following organization chart was developed to highlight how team members will interact with the City. The primary point of contact for the APS Team, **Aaron Pfannenstiel**, will be the primary point of contact with the City's Project Manager and the go-between for the rest of the APS Team. This structure is similar to many of the other successful projects completed by our team in jurisdictions throughout California.

All staff proposed on this organizational chart will perform the duties prescribed in this proposal. If, for any reason, a staffing change is required, Aaron Pfannenstiel will notify the City's Project Manager of the proposed change and receive written approval for the proposed change prior to new staff working on the project.





Crystal Stueve Role: Assistant Project Manager

Robert Jackson
Role Document
Preparation and
Analysis

Dennis Larson
Role GIS Analysis

Suzanne Murray
Role: Quality Assurance/
Quality Control

Lee Rosenberg (NPA)
Role: LHMP Review
Support

Project Experience

Atlas Planning Solutions' Hazard Mitigation Planning Experience

Atlas Planning Solutions staff have completed or are currently working on several Local Hazard Mitigation Plans and General Plan Safety Elements throughout the State. With extensive experience assisting communities as they address the changing legislative requirements and frameworks governing hazards and resiliency within California, Atlas Planning Solutions has a breadth of experience to support the City.

Over the past 10 years, Atlas Planning Solutions staff have assisted the following jurisdictions throughout Southern California (Jurisdictions in common with Bradbury are in **bold**):

Atias Plannii	ng Solutions P	rior Experien	ce	
Jurisdiction	LHMP Assistance	Safety Element Assistance	Climate Adaptation Assistance	Evacuation Assistance
City of Anaheim (2022)	•	(\$)	•	•
City of Aliso Viejo (2023)	•		•	
City of Canyon Lake (2022)		9	•	\$
City of Capitola (2013)	9	FLORES ON	•	
City of Colton (2019)	9	•	•	
City of Costa Mesa (2021)	•	•	9	40 % de 20 % 20 % 20 % 20 % 20 % 20 % 20 % 20
City of Culver City/Culver City School District (2017)	•		9	
City of Duarte (2013)	9	A STATE OF THE STATE OF	•	
City of Encinitas (2023)	Market Ville	•	9	
City of Fullerton (2019)*	5	0	9	•
City of Hollister (2022)	9			
City of Huntington Beach*	BENEFIT BULLIANS OF		•	
(2012, 2017, 2022)	•	•	•	
City of Irvine (2020)*	9		•	
City of La Palma (2020)	9		9	
City of Laguna Beach (2018, 2021, 2023)*	9	\$	9	•
City of Laguna Woods (2017)		•	•	
City of Lancaster (2021)	FERRIS GOVERNORS IN	9	9	
City of Loma Linda (2022)	9	9	9	5
City of Maricopa (2015)	9	9	9	\$
City of Palm Desert (2017)		0	0	
City of Perris (2021)	APPENDED TO THE	0	•	
City of Rancho Cucamonga (2021)	•	0	\$	\$
City of Redondo Beach (2020)	9	0	5	\$
City of Santa Rosa (2016, 2022)	\$	\$	\$	•

City of Saratoga (2012, 2023)	BUT THE SAME OF	•	A MINE DE LA COLOR	(\$)
City of Seal Beach (2019)	9	9	\$	-
City of South Gate (2018)	•	5	0	
City of Stanton (2022)	9	THE RESERVE TO SERVE	6	(\$)
City of Torrance (2017)	9		6	
City of Vernon (2022)	9			
City of Westminster (2017)	9		5	9
Town of Hillsborough (2023)		(5)		•
Town of Portola Valley (2023)		6	\$	9
Town of Windsor (2017)	•	(3)	\$	(\$)
County of Butte (2023)	•	•	\$	
County of Inyo/City of Bishop (2017)	•	0		
County of Mendocino (2021)	5		5	
County of San Diego (2021)	•	S	•	•
County of Santa Clara (2023)		(\$)		•
Tamy of Janua Olara (2023)		•	\$	5

The following representative projects highlight Atlas Planning Solutions' relevant experience. Several of these provide reference information as identified by the RFP.

2023 Costa Mesa LHMP Update | City of Costa Mesa, CA

Atlas Planning Solutions is currently preparing the City of Costa Mesa's first Local Hazard Mitigation Plan. This plan focuses on key issues within the community, such as aircraft incidents, space weather, climate change, dam failure, seismic and geologic hazards, flooding, hazardous materials, and terrorism/mass-casualty incidents. As part of this effort, our team is also updating the City's Emergency Operations Plan and providing guidance on future updates to the General Plan Safety Element and Evacuation Assessment. The plan was recently reviewed by Cal OES and, after minor revisions, has been transmitted to FEMA for final review and approval. This project is currently within budget and the original schedule, even with delays suffered by the COVID-19 pandemic and changeover in City staff. Completion will occur on budget and within the original grant window identified by FEMA/Cal OES.

Duration: March 2021 – March 2023

Cost: \$150.000

Type of Contract: LHMP Preparation and Emergency Operations Plan Update

Key Staff: Aaron Pfannenstiel, Suzanne Murray, Crystal Stueve, Robert Jackson, Dennis Larson

Reference Information	Control Contro
Company Name	City of Costa Mesa
Contact Name and Title	Brenda Emrick
Company Address	77 Fair Drive, Costa Mesa, CA 92626
Contact Telephone Number	714-327-7406
Contact Email	brenda.emrick@costamesaca.gov
Timeframe	March 2021– March 2023

2022 Anaheim LHMP Update | City of Anaheim, CA

Atlas Planning Solutions recently updated the 2017 City of Anaheim LHMP. This update focused on re-prioritizing plan goals and mitigation actions. As part of the update, the City and APS collaborated on revisions to mitigation actions and priorities to ensure future actions were implementable, which was a big concern for the City. As part of this effort, Atlas Planning Solutions updated the City's General Plan Safety Element (adopted on 1/10/2023), addressing climate adaptation and evacuation concerns. This plan was approved in May 2022 and received zero comments from FEMA during their review. This project was completed on time and within the original budget.

Duration: June 2021 – May 2022 (LHMP Update Timeframe)

Cost: \$110,000

Type of Contract: LHMP Update and General Plan Safety Element Update

Key Staff: Aaron Pfannenstiel, Suzanne Murray, Crystal Stueve, Robert Jackson, Dennis Larson

Reference Information	
Company Name	City of Anaheim
Contact Name and Title	Dr. Jannine Wilmoth
Company Address	201 S. Anaheim Blvd, Suite 300, Anaheim, CA 92805
Contact Telephone Number	714-765-4095
Contact Email	jwilmoth@anaheim.net
Timeframe	June 2021 – January 2023

2022 / 2017 / 2012 Huntington Beach Local Hazard Mitigation Plan Updates | City of Huntington Beach, CA

Atlas Planning Solutions updated the City's 2022 LHMP. This is the third opportunity for Atlas Planning Solutions staff to support the City with their LHMP. Prior updates occurred in 2012 and 2017. These updates included reviews of city plans and policies, identification of facilities necessary for city operation, prioritization of hazards, preparation of hazard profiles that could impact the city, preparation of a risk assessment, and updated mitigation actions to reduce potential vulnerabilities in the future. The process included facilitating meetings with City department personnel and various stakeholders and close coordination with City staff to ensure that the appropriate focus and direction were used to complete the document. In addition, an online public opinion survey was distributed to over 3,000 residents, stakeholders, and interested parties via a press release, direct correspondence, and the City's website. The final review of both the 2012 and 2017 plans by Cal OES and FEMA Region IX resulted in minimal comments and revisions. The 2022 LHMP Update received zero comments from FEMA during their review and was adopted by the City in December 2022. This project was completed on time and within budget. All prior updates have also been completed in the same manner.

Contract Year: July 2021 - December 2022

Cost: \$30,000

Type of Contract: LHMP Update

Key Staff: Aaron Pfannenstiel, Suzanne Murray, Crystal Stueve, Robert Jackson, Dennis Larson

Reference Information	
Company Name	City of Huntington Beach
Contact Name and Title	Brevyn Mettler, Emergency Services Coordinator
Company Address	2000 Main St, Huntington Beach, CA 92648
Contact Telephone Number	714-374-1565
Contact Email	brevyn.mettler@surfcity-hb.com
Timeframe	July 2021 – December 2022

2021 Rancho Cucamonga LHMP Update | City of Rancho Cucamonga, CA

Atlas Planning Solutions has assisted the City of Rancho Cucamonga since December 2019 with various hazard-related efforts. During this time, the APS Team assisted with an update to the General Plan Safety Element (as part of the Plan RC project), updated the City's 2021 Local Hazard Mitigation Plan, supported the preparation of an Evacuation Assessment that met both SB99 and AB 747 requirements, and is currently updating the City's Emergency Operations Plan. Key concerns throughout these projects focus on the prevalence of high wildfire risks that could trigger the need for emergency response and evacuations. Key outcomes of this effort include better integration of the EOP, LHMP, and Evacuation Assessment with the General Plan Safety Element and the ability of the City to better align goals, policies, and implementation actions across these different planning frameworks. The LHMP Update was completed in approximately 15 months (suffering minor delays during the start of the COVID-19 pandemic). Review and approval by Cal OES and FEMA involved minor revisions that significantly streamlined the review and approval process. This project was completed on time and within budget.

Duration: February 2020 - May 2021 (LHMP Update Timeframe)

Cost: \$179,240

Type of Contract: LHMP Update, General Plan Safety Element Update, Evacuation Assessment,

and EOP Update

Key Staff: Aaron Pfannenstiel, Suzanne Murray, Crystal Stueve, Robert Jackson

Reference Information	
Company Name	City of Rancho Cucamonga (Fire Protection District)
Contact Name and Title	Joseph Ramos, Emergency Management Coordinator
Company Address	10500 Civic Center Dr, Rancho Cucamonga, CA 91730
Contact Telephone Number	909-774-3009
Contact Email	Joseph.Ramos@cityofrc.us
Timeframe	December 2019 – December 2022

2021 County of Mendocino Safety Element Update, LHMP Update, and Climate Adaptation Vulnerability Assessment | County of Mendocino, CA

Atlas Planning Solutions led a multi-disciplinary team that updated the Mendocino County Multi-Jurisdictional Hazard Mitigation Plan and General Plan Safety Element and prepared a Climate Adaptation Vulnerability Assessment. This update focused on recent wildfire incidents that have occurred within the region in the past three years, as well as the changing regulatory requirements necessary to ensure compliance with state law. Both the MJHMP and Climate Adaptation Vulnerability Assessment provide the foundation for goals and policies that the County and Cities will implement in the future, as well as mitigation strategies to further reduce potential hazards in the near term.

Duration: March 2020 - June 2021

Cost: \$289,828

Type of Contract: Safety Element Update, LHMP Update, Climate Adaptation Vulnerability

Assessment

Key Staff: Aaron Pfannenstiel, Suzanne Murray, Crystal Stueve, Robert Jackson

Reference Information	propagation and the contraction of the contraction
Company Name	County of Mendocino
Contact Name and Title	Nash Gonzalez, Planning Director
Company Address	501 Low Gap Road, Ukiah, CA 95482
Contact Telephone Number	707-234-6693
Contact Email	gonzalezn@mendocinocounty.org
Timeframe	March 2020 – June 2021

2020 Irvine LHMP Update | City of Irvine, CA

Atlas Planning Solutions prepared the 2020 update of the City of Irvine LHMP. This update focused on refreshing the last updated plan in 2005 and ensuring the current version met all of the new FEMA requirements introduced in 2011. As part of the update, the APS Team had to navigate the changing conditions associated with COVID-19 restrictions and demands on staff time and capacity. The plan's update received minimal comments from Cal OES and obtained FEMA approval without comment.

Contract Year: August 2019 – August 2020

Cost: \$75,101

Type of contract: LHMP Update

Key Staff: Aaron Pfannenstiel, Suzanne Murray, Crystal Stueve, Robert Jackson, Dennis Larson

Reference Information	
Company Name	City of Irvine
Contact Name and Title	Robert Simmons, Emergency Management Administrator
Company Address	1 Civic Center Plaza, Irvine, CA 92606
Contact Telephone Number	949-724-7235
Contact Email	rsimmons@cityofirvine.org
Timeframe	August 2019 – August 2020

2021 Laguna Beach Safety Element Update and 2018 Laguna Beach Local Hazard Mitigation Plan | City of Laguna Beach, CA

Atlas Planning Solutions staff have supported several projects for the City of Laguna Beach. In 2021 APS supported the City's update of the General Plan Safety Element. This update focused on streamlining the Safety Element, which was previously adopted in 1995. As part of this process, APS updated the element to ensure compliance with Government Code, updated (SB 1241, SB 379, AB 2140) and supported the City during the Cal Fire/ Board of Forestry review and approval process, and facilitated discussions with Emergency and Disaster Preparedness Committee members that collaborated on the element update process. During the update, Aaron worked with Marc Weiner, James Brown, and Brenden Manning.

Prior to joining Atlas Planning Solutions, Aaron Pfannenstiel managed the preparation of the City's first LHMP. Key issues identified in this LHMP included wildfire (numerous incidents have

impacted the community over the years), flooding, and landslides. During the hazard mitigation planning process, significant community outreach included social media outreach (via Facebook, Twitter, and Nextdoor), interactive and informative community workshops, and an online survey that gathered information from over 100 respondents. During the update, Aaron worked with Jordan Villwock (previous Emergency Services Coordinator for Laguna Beach).

Contract Year: June 2000 - August 2001 | July 2017 - June 2019

Cost: \$115,000

Type of Contract: Safety Element Update | LHMP (New)

Key Staff: Aaron Pfannenstiel, Suzanne Murray, Robert Jackson, Crystal Stueve

Company Name	City of Laguna Beach
Contact Name and Title	Marc Wiener, Community Development Director
Company Address	505 Forest Avenue, Laguna Beach, CA 92651
Contact Telephone Number	949-497-0361
Contact Email	mwiener@lagunabeachcity.net
Timeframe	June 2020-August 2021

Company Name	City of Ontario (for a project at City of Laguna Beach)					
Contact Name and Title	Jordan Villwock, Fire Administration Director					
Company Address	415 E. B Street, Ontario, CA 91764					
Contact Telephone Number	909-395-2543					
Contact Email	jvillwock@ontarioca.gov					
Timeframe	July 2017June 2019					

Navigating Preparedness Associates (NPA) Hazard Mitigation Planning Experience

NPA has completed the development of, or updates to, dozens of LHMPs. Key relevant past projects completed by NPA are identified below:

- Valley County Water District: LHMP update (2020)
- City of Lynwood LHMP (2020)
- City of Artesia LHMP (2020)
- City of Hawthorne LHMP (2020)
- County of Tulare Multi-jurisdiction LHMP (2018)
- Gila County, AZ Multi-jurisdiction LHMP (2018)
- City of Hermosa Beach LHMP (2017)
- City of Covina Water Agency ERP (2017)
- City of Pittsburg, CA (2016)
- Water Emergency Transportation Authority: Develop LHMP and other projects (2016)

Proposed Project Schedule and Timeline

The schedule provided assumes an efficient planning process and discrete timeframes for internal and external outreach and coordination. Based on the proposed schedule, the APS Team anticipates a 9 to 10 month schedule to complete this project. Understanding that the City's plan expires in February 2024, our goal is to complete the plan and submit it to Cal OES as soon as possible to reduce the amount of time the City is ineligible for grants.

1111407-1		2023		2024						
LHMP Tasks	October	November	December	January	February	March	April	May	June	July
Phase 1: LHMP Planning / Development Process Notice to Proceed	ALC: UNKNOWN				Ed Links			Section St.	description of the	PARTY.
Project Kick-Off Meeting and Research		++++	-HH							
HMPC identification, Stakeholder Identification)										
HMPC Meetings (2)				+++		++++	+		\square	++
Community Engagement Strategy/Content				+++	++++	++++	+		++++	\dashv
Public Workshops (2)						++++	++++		-	++
Project Management/Coordination	FAM THE SET AT	100 Hz 500 Hz	10 10 10		DE ASI (00 (00)	33 55 50 50				
Phase 2: Hazards Assessment Update	1100	THE REAL PROPERTY.	A STATE OF THE PARTY OF THE PAR			TOTAL CONTRACT OF THE	OFF DESIGNATION OF THE PARTY NAMED IN			
Hazard Profiles Update		-							ALTERNATION CO.	
Hazard Mapping	100	100 to 100 to	+++	+++	- - - 		++++		-	+
Hazard Vulnerability Assessment			+++	++++	++++	++++	-	+++	HHH	+
Capability Assessment		N 10 10 10	++++	++++	++++	++++	++++	-	HHH	+
Phase 3: Hazard Mitigation Strategy	THE RESERVE				SALES SALES					
Develop Hazard Mitigation Goals			NAME AND POST OF				THE REAL PROPERTY.	THE PERSON NAMED IN	A STATE OF THE PERSON NAMED IN	THE REAL PROPERTY.
Develop, Update, Evaluate, and Prioritize Mitigation Actions				++++	-+++	++++	++++	+	++++	\dashv
Aitigation Actions Implementation Plan				++++	- - - 	++++	++++	++++	++++	++
hase 4: Hazard Mitigation Plan Maintenance Process	Witness Value	WHO SHAPES	ALC: UNKNOWN	MANUAL PROPERTY.	THE RESERVE OF THE PERSON					
Administrative Draft LHMP							Name and Address of the Owner, where	THE RESIDENCE OF STREET	STATE OF THE PARTY	Selection and
ublic Draft Review and Revision					NAME AND RES	++++	++++	+	-	+
al OES/FEMA Draft Review			+++							+
inal Plan Approval and Adoption			- - - 	- 						

^{*} Denotes a Meeting (virtual or in person)

Atlas Planning Team Tasks Review Periods (Staff, Public, Agency)

V. Client References

The following client references are provided to the City of Bradbury for their review:

Client Name	City of Huntington Beach	ADCL				
Contact Name and Title	Brevyn Mettler, Emergency Services Coordinator	APS has supported the City on updates to both the				
Company Address	2000 Main St, Huntington Beach, CA 92648	Emergency Operations Plar and Local Hazard Mitigation				
Contact Telephone Number	714-374-1565	Plan. LHMP Updates have occurred in 2012, 2017, and				
Contact Email	brevyn.mettler@surfcity-hb.com	2022.				
Timeframe	July 2012 -Current	CONTROL DESCRIPTION				
Client Name	City of Irvine	100				
Contact Name and Title	Robert Simmons, Emergency Management Administrator	APS supported the City's LHMP Update, which included a focused EOP update to integrate the LHMP content into the document.				
Company Address	1 Civic Center Plaza, Irvine, CA 92606					
Contact Telephone Number	949-724-7235					
Contact Email	rsimmons@cityofirvine.org	document.				
Timeframe	August 2019 – August 2020					
Client Name	City of Anaheim	ADO				
Contact Name and Title	Dr. Jannine Wilmoth	APS supported the City of				
Company Address	201 S. Anaheim Blvd, Suite 300, Anaheim, CA 92805	Anaheim with updates to their General Plan Safety Element and Local Hazard Mitigation Plan, which included the preparation of a Climate Adaptation Vulnerability Assessment.				
Contact Telephone Number	714-765-4095					
Contact Email	jwilmoth@anaheim.net					
Timeframe	June 2021 – January 2023					

VII. Project Cost

Atlas Planning Solutions has provided the following cost proposal based on the following assumptions:

- Plan preparation will rely on readily available information from relevant existing plans and information from County and State plans.
- No issues are anticipated with the City's typical payment procedures and timeframes and agrees to the 10% retention requirement until FEMA approval has occurred.
- No additional fees are anticipated beyond those identified in the proposed cost proposal.
- A 10% project contingency budget is recommended to allow for unanticipated project needs or additional work desired by the City. Use of this budget would only occur with prior approval by the LHMP Project Manager.

Task Name	Aaron Pfannenstiel	Suzanne Murray	Dennis Larson	Crystal Stueve	Robert Jackson	Lee Rosenberg	Total Fees
	\$ 225	\$ 140	\$ 175	\$ 135	\$ 110	\$ 165	365355
Phase 1: LHMP Planning / Development Process	30	4	2	8	32	0	\$12,260
Project Kick-Off Meeting and Research (HMPC identification, Stakeholder Identification)	2		2	4	4		\$1,780
HMPC Meetings (2)	8	# State States	GP		8	1.17.77	\$2,680
Community Engagement Strategy/Content	4	4		3.5 (4)	8		\$2,340
Public Workshops (2)	8			4	8		\$3,220
Project Management/Coordination	8		CHANG.	FA THE	4		\$2,240
Phase 2: Hazards Assessment Update	8	8	34	14	14	16	\$14,940
Hazard Profiles Update	2	2	2	8	8	2	\$3,370
Hazard Mapping	2	2	16	2	2		\$4,020
Hazard Vulnerability Assessment	2	2	16	2	2		\$4,020
Capability Assessment	2	2	7/47/18/19	2	2	14	\$3,530
Phase 3: Hazard Mitigation Strategy	6	4	0	12	12	0	\$4,850
Develop Hazard Mitigation Goals	2			4	4	10-75-16-9	\$1,430
Develop, Update, Evaluate, and Prioritize Mitigation Actions	2	2		4	4		\$1,710
Mitigation Actions Implementation Plan	2	2		4	4		\$1,710
Phase 4: Hazard Mitigation Plan Maintenance Process	10	12	4	12	32	4	\$10,430
Administrative Draft LHMP	4	2	2	4	12	4	\$4,050
Public Draft Review and Revision	2	4	2	4	8		\$2,780
Cal OES/FEMA Draft Review	2	2		4	8		\$2,150
Final Plan Approval and Adoption	2	4			4		\$1,450
Reimbursable Expenses (mileage, reproduction, other materials)							\$500
Grand Total	54	28	40	46	90	20	\$42,980

The proposed fee is our best estimation based on our understanding of City needs. If any assumptions are incorrect or require refinement, the APS Team will be happy to work with the City to refine this estimate.

VIII. Previous Failures or Refusals to Complete a Contract

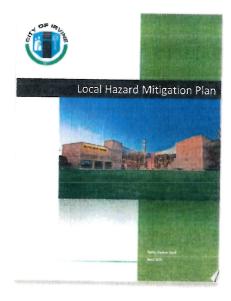
Atlas Planning Solutions has not failed to or refused to complete a contract with any prior clients. All contracts executed have been completed to the satisfaction of the Client since the firm's inception.

IX. Similar Local Hazard Mitigation Plans

The following LHMPs are provided to Bradbury as examples of Atlas Planning Solutions work products and to share how our team has developed content in communities that share similar issues to the City. Each plan below has an embedded hyperlink to access the publicly available document.







Attachment A - Staff Resumes

The following resumes for Atlas Planning Solutions Team members supporting the Bradbury LHMP Update are provided below.



AARON PFANNENSTIEL, AICP Principal, CFO

Email: aaron@atlasplanning.org

Phone: 951-444-9379 Years of Experience: 22

EDUCATION/DEGREES

- MURP, 2005, Regional Planning/Urban Planning, California State Polytechnic University, Pomona
- BA, 2001, Environmental Studies, University of California at Santa Barbara
- BS, 2001, Geological Sciences, University of California at Santa Barbara

PROJECT MANAGER | SAFETY ELEMENT AND HAZARD MITIGATION SME

Aaron has 20 years of experience in community planning, focusing on emergency management, hazard mitigation, and community resiliency. With a background in geology, environmental studies, and urban planning, he helps clients understand hazards, assess vulnerabilities, and develop policies, programs, and mitigation strategies that make communities safer. Over the past decade, he has also trained hundreds of students, planners, and other professionals in these topics.

Aaron incorporates hazard mitigation into comprehensive planning projects to increase resiliency in communities. He prepares local and multi-jurisdictional hazard mitigation plans, emergency operations plans, general plans, and safety elements. He recently assisted clients with developing innovative planning practices as part of a pilot program that enhances communities' adaptation to wildfires. Aaron has also prepared environmental documents for CEQA compliance and due diligence and feasibility studies, and he has conducted community outreach and education efforts in communities throughout California.

RELEVANT AND CURRENT EXPERIENCE

Local Hazard Mitigation Plan Updates

Supported the preparation and updates of Local Hazard Mitigation Plans for the following jurisdictions:

- City of Anaheim
- City of Costa Mesa
- City of Hollister
- City of Huntington Beach
- City of Irvine

- City of Loma Linda
- City of Rancho Cucamonga
- City of Stanton
- City of Vernon

General Plan Safety Elements

Supported the preparation of general plan safety element updates for the following jurisdictions:

- City of Anaheim
- City of Canyon Lake
- City of Encinitas
- City of Laguna Beach
- City of Lancaster
- City of Loma Linda

- City of Rancho Cucamonga
- City of Saratoga
- Town of Hillsborough
- Town of Portola Valley
- San Diego County
- Mendocino County



SUZANNE MURRAY Principal, CEO

Phone: 951-444-9379

Email: suzanne@atlasplanning.org

Years of Experience: 16

Education/Degrees:

- M.A., Current, Emergency Management/Homeland Security, AMU
- M.A., 2008, English, National University
- B.A., 2004, English, University of California Riverside
- A.A., 2007, Intelligence Operations, Cochise College, Sierra Vista, AZ
- Certificate, 2021, Copyediting, UCSD Extension

TECHNICAL WRITER, EDITOR | RESEARCHER | ANALYST | EDUCATOR

Suzanne Murray has authored many classified government documents throughout a 16-year career in the military. Notable documents include research and White Paper composition on Afghanistan tribes and human terrain in Afghanistan and Iraq, and North Korean cyberterrorism threats on United States ports of entry. Additional documents include training manuals for unit training to enhance readiness and training capabilities.

Relevant and Current Project Experience

Local Hazard Mitigation Plan Updates

Supported the preparation and updates of Local Hazard Mitigation Plans for the following jurisdictions:

- City of Anaheim
- City of Costa Mesa
- City of Hollister
- City of Huntington Beach
- City of Irvine

- City of Loma Linda
- City of Rancho Cucamonga
- City of Stanton
- City of Vernon

General Plan Safety Elements

Supported the preparation of general plan safety element updates for the following jurisdictions:

- City of Anaheim
- City of Canyon Lake
- City of Encinitas
- City of Laguna Beach
- City of Lancaster
- City of Loma Linda

- City of Rancho Cucamonga
- City of Saratoga
- Town of Hillsborough
- Town of Portola Valley
- San Diego County
- Mendocino County

OTHER RELEVANT EXPERIENCE

United States Army Reserve, Human Intelligence Collector, 2004-Present

SAIC, Researcher for Detained Personnel in Bagram Afghanistan, 2011-2013



DENNIS LARSON

Senior Planner

Phone: 951-444-9379 Years of Experience: 24

Education/Degrees:

- MA, Economics, California State San Diego
- BA, Geography, California State San Diego

HAZARD MITIGATION PLANNER | GIS MAPPING TECHNICAL EXPERT | CLIMATE CHANGE SUBJECT MATTER EXPERT

Mr. Larson has 18 years of experience in public agency program management, policy research, and technical analysis. His specialties include long-range planning, hazard mitigation, climate resiliency, Geographic Information Services, and economic impact analyses. Dennis helps public agencies and private firms develop and evaluate policies, programs, and strategies with measurable performance impacts.

Relevant and Current Project Experience

Local Hazard Mitigation Plan Updates

Supported the preparation and updates of Local Hazard Mitigation Plans for the following jurisdictions:

- City of Anaheim, Local Hazard Mitigation Plan Update
- City of Costa Mesa, Local Hazard Mitigation Plan
- City of Hollister, Local Hazard Mitigation Plan Update
- City of Huntington Beach Local Hazard Mitigation Plan Update
- City of Irvine, Local Hazard Mitigation Plan Update
- City of Loma Linda Local Hazard Mitigation Plan Update
- City of Rancho Cucamonga Local Hazard Mitigation Plan Update
- City of Stanton, Local Hazard Mitigation Plan
- City of Vernon, Local Hazard Mitigation Plan Update

OTHER RELEVANT EXPERIENCE

- San Diego Unified Port District, Port Master Plan Update, Safety and Resiliency Element
- San Diego Unified Port District, AB691 SLR Vulnerability Assessment and Coastal Resiliency Report
- San Diego Unified Port District, San Diego Ocean Planning Partnership and Preliminary Assessment Report
- San Diego Regional Climate Collaborative and National Oceanic and Atmospheric Administration, Comparing Sea Level Rise Adaptation Strategies in San Diego: An Application of the NOAA Economic Framework
- City of Encinitas, FEMA Benefit-Cost Analysis for Coastal Hazard Resiliency
- City of San Diego, Otay Mesa Community Plan Update, Public Facilities, Safety, & Services Element



CRYSTAL STUEVE

Senior Planner

Phone: 951-444-9379

Email: crystal@atlasplanning.org

Years of Experience: 16

Education/Degrees:

- MA, 2017, Mass Communications & Journalism, Kent State University
- BS, 2012, Intelligence Management, Henley-Putnam University

RESEARCHER | ANALYST | TECHNICAL WRITER AND EDITOR

Crystal Stueve has authored many classified government documents throughout her 19-year career in the military. Notable compositions include research and analytical reports on the Islamic State of Iraq and the Levant (ISIL) and militia groups within Iraq, and tactical and strategic reporting on Mexican Drug Trafficking Organizations and transnational organized crime that pose an immediate threat to national security. Additional documents include training manuals and unit standard operating procedures to enhance unit readiness and training capabilities.

Relevant and Current Project Experience

Local Hazard Mitigation Plan Updates

Supported the preparation and updates of Local Hazard Mitigation Plans for the following jurisdictions:

- City of Anaheim
- City of Costa Mesa
- City of Hollister
- City of Huntington Beach

- City of Rancho Cucamonga
- City of Stanton
- City of Vernon

General Plan Safety Elements

Supported the preparation of general plan safety element updates for the following jurisdictions:

- City of Anaheim
- City of Encinitas
- City of Lancaster
- City of Loma Linda

- City of Rancho Cucamonga
- City of Saratoga
- San Diego County
- Mendocino County

Emergency Operations Plan Updates

Supported the preparation of emergency operations plan updates for the following jurisdictions:

City of Costa Mesa, City of Loma Linda, City of Rancho Cucamonga, City of Newport Beach, Inyo County

OTHER RELEVANT EXPERIENCE

San Bernardino Police Department, Criminal Investigation Officer/EOC Specialist, 2018-2020

US Army Reserve, Human Intelligence Collector, 2014-Present

US Army Civil Affairs and Psychological Operations Command (Airborne) – Emergency Operations Center Analyst, 2012-2014

United States Army Reserve, Weapons of Mass Destruction Specialist, 2002-2012

City of Bradbury Proposal for: Local Hazard Mitigation Plan Update Atlas Planning Solutions



ROBERT JACKSON

Associate Planner

Phone: 951-444-9379

Email: robert@atlasplanning.org

Years of Experience: 3

RESEARCHER | ANALYST

Robert Jackson has worked for Atlas Planning as an assistant planner and has been an integral part in a multitude of projects since joining the team. He has experience in Local Hazard Mitigation Plan document preparation and updates. General Plan Safety Element update research, document review, and composition. While newer to the planning world, he has proven to be a valuable asset to the Atlas Planning Team.

Relevant and Current Project Experience

Local Hazard Mitigation Plan Updates

Supported the preparation and updates of Local Hazard Mitigation Plans for the following jurisdictions:

- City of Anaheim, Local Hazard Mitigation Plan Update
- City of Costa Mesa, Local Hazard Mitigation Plan
- City of Hollister, Local Hazard Mitigation Plan Update
- City of Huntington Beach Local Hazard Mitigation Plan Update
- · City of Irvine, Local Hazard Mitigation Plan Update
- City of Loma Linda Local Hazard Mitigation Plan Update
- City of Rancho Cucamonga Local Hazard Mitigation Plan Update
- City of Stanton, Local Hazard Mitigation Plan
- City of Vernon, Local Hazard Mitigation Plan Update

General Plan Safety Elements

Supported the preparation of general plan safety element updates for the following jurisdictions:

- City of Anaheim General Plan Safety Element Update
- City of Canyon Lake Safety Element Update
- City of Encinitas Safety Element Update
- City of Laguna Beach General Plan Safety Element Update
- City of Lancaster, General Plan Safety Element Update
- City of Loma Linda General Plan Safety Element Update
- City of Rancho Cucamonga General Plan Safety Element
- City of Saratoga General Plan Safety Element
- Town of Hillsborough General Plan Safety Element
- Town of Portola Valley General Plan Safety Element
- San Diego County General Plan Safety Element Update
- Mendocino County General Plan Safety Element Update



Lee Rosenberg, CEM

Managing Principal

Years of Experience: 40 years

Education and Certifications

- Certified Emergency Manager (CEM), International Association of Emergency Managers, 2021
- Northwestern University, Master of Engineering Management

Professional Summary

Lee Rosenberg is the owner and managing director of Navigating Preparedness Associates. As the company leader, he provides direction to staff who deliver comprehensive emergency preparedness services to the government and industry. With more than 30 years of emergency management, national security, and homeland security experience, Mr. Rosenberg has a broad and deep knowledge of the practical application of operations and policy in these areas. He has a particular focus on hazard mitigation plan development and program implementation.

Mr. Rosenberg led the URS Corporation's Oakland environmental service department and West Coast emergency preparedness practice from 2008 to 2014. He served as a Federal Coordinating Officer for FEMA Region IX from 2006 to 2008, where he provided support to states for numerous presidentially declared disasters. Before working for FEMA, Mr. Rosenberg completed a 30-year career in the US Navy, during which time he served as the commanding officer of a destroyer and as the commander of a large amphibious assault craft base. He is a combat veteran of Operation Desert Storm and retired as a Captain.

Local Hazard Mitigation Plan Updates:

- City of Artesia
- · City of Hawthorne,
- City of Lynwood
- Valley County Water District,
- · City of Hermosa Beach
- Tulare County MJHMP

2015-2016 - San Francisco Bay Ferry/Water Emergency Transportation Authority, Emergency Response Plan (ERP) and EOP Revision

2006-2008 - FEMA RIX, Disaster Response Operations, Federal Coordinating Officer Director, Joint Field Office, Kiholo Bay Earthquake, Honolulu, HI

2004-2006 - US Navy, Deputy Chief of Staff, Plans and Exercises Division, US Coast Guard Pacific Area

1976-2006 - Captain, US Navy

Kichard Barakat, Mayor (District 3)

Richard T. Hale, Mayor Pro Tem (District 1)

Monte Lewis, Council Member (District 2)

Bruce Lathrop, Council Member (District 4)

Elizabeth Bruny, Council Member (District 5)



City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Mario Flores, Management Analyst

DATE: October 17, 2023

SUBJECT: BRADBURY NIGHT OUT DATE CHANGE

ATTACHMENTS: 1. Sunset Analysis

2. Weather Analysis

3. June Yearly Analysis

RECOMMENDATION

It is recommended that the City Council provide feedback on the City Staff suggested month change of Bradbury Night Out from late July to mid-late June, and select a new date moving forward.

YAAMMUS

The City of Bradbury held its annual Bradbury Night Out (BNO) on Thursday, July 27, 2023 from 6:00pm to 8:00pm. Overall, there were no significant issues, and the City had its highest attendance ever. Two events ago (pre-COVID), the event hit approximately 180. This year, the event had somewhere over 200 people. Event event hit approximately 180. This year, the event had somewhere over 200 people. Event counts are based on reports from the food vendors since this is the event's only control-points. Ice cream reported 198 and food was approximately 210.

However, staff has recently fielded numerous requests to change the date of BMO due to the high heat during the typical July month. The events, and its name, is a combination celebration of National Night Out (typically on August 1^{st}) and Bradbury's Birthday/Incorporation (July 26^{th}); however, this does not preclude the City Council from changing the event to another day/month.

This item is a continuation from the August and September City Council meetings and allows for the providing of any feedback and dialogue on the recommended month change from late July to mid-late June and give staff direction on a new date moving forward. It is recommended that the City Council select a new date to host BNO in mid-late June beginning in 2024.

<u>SISYJANA</u>

In September's City Council meeting, City Staff was given direction from the City Council flat viable months to host BNO possibly included May, June, July (status quo), September, or October. Given this information, City Staff conducted various analyses during these months based on the variables of daylight (sunset) and weather (heat). It is recommended that the most enjoyable experience of a BNO event will occur in a tolerable outside temperature and with adequate daylight throughout the duration of the event. Another variable that was considered was the neighboring school districts academic calendar to determine when summer break officially begins.

Sunset Analysis

City Staff began the search for a viable event date change by conducting a Sunset Analysis (Attachment 1) to determine which month would provide the most adequate daylight throughout the duration of the event (6-8pm). Without access to adequate outdoor lighting fixtures, adequate daylight from 6:00pm to 8:00pm is important to achieve a positive event experience and to enhance public safety. An online almanac was utilized to review the sunset times in Bradbury for May, June, July, and September of 2023 and to predict the sunset times for this coming October of 2023. After a thorough analysis, it was determined that only the months of May, June, and July provided adequate daylight of predict the sunset time of 6:59pm, and October (2023) has an average sunset time of 6:59pm, and October (2023) has an average sunset time of 6:59pm, and October (2023) has an average sunset time of 6:59pm, from 6:00pm to 8:00pm, September and October will not provide adequate achieved from 6:00pm to 8:00pm, September and October will not provide adequate daylight for the duration of the event.

Weather Analysis

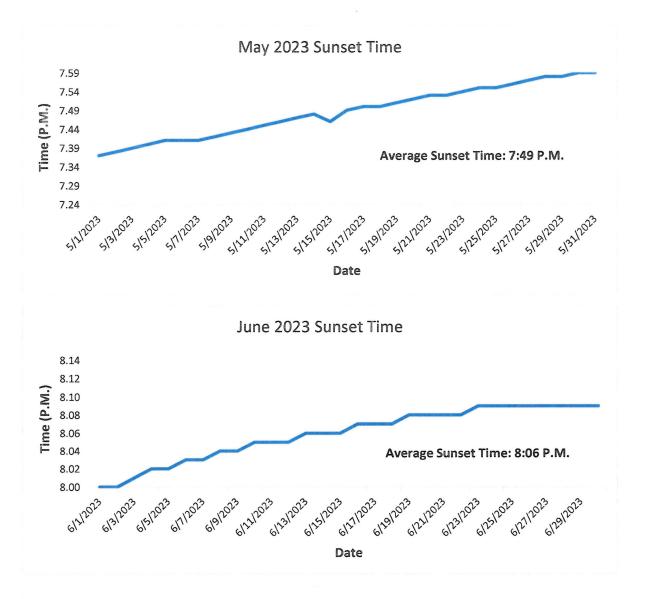
City Staff also conducted a Weather Analysis (Attachment 2) to determine which month would provide a tolerable outside temperature so patrons can enjoy a comfortable experience at BNO. Since the months of September and October were excluded from the rest of the analysis due to inadequate daylight, the months of May, June, and July of 2023 were targeted in the Weather Analysis. Once again, City Staff utilized an online almanac to review the daily high temperatures in each respective targeted month of 2023. May (2023) had an average high temperature of 74 degrees Fahrenheit, June (2023) had an average high temperature of 77 degrees Fahrenheit, and July (2023) had an average high temperature of 77 degrees Fahrenheit. Additionally, the BNO 2023 date of July 27, 2023 had a high temperature of 101 degrees Fahrenheit. After analyzing the temperature for each month, it became clear that May and June were the most viable months in terms of a tolerable outside temperature for the BNO event.

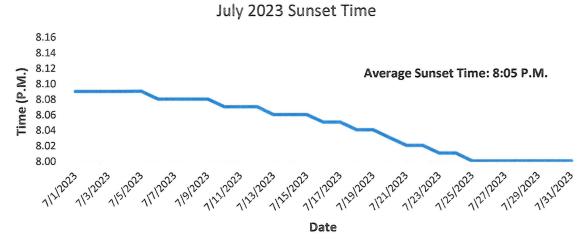
Neighboring School Districts

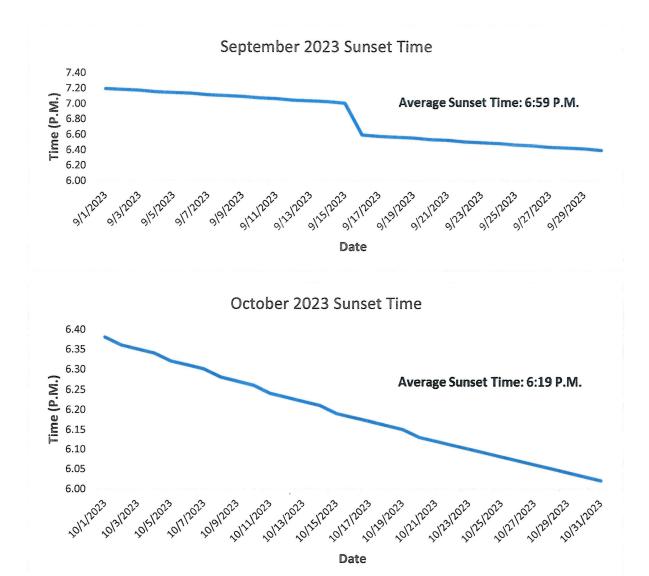
Hosting the BNO event during the K-12 school year is a major concern, and for good reason- BNO provides a memorable experience for young children. From providing tasty treats like ice cream to eat, to showcasing wild animals for children to view, children enjoy many elements of BNO. Additionally, many of the patrons who attend BNO are children and hosting the event during the K-12 academic school year makes it challenging for them to attend. City Staff determined that the final day for both the Royal Oaks STEAM Academy and Duarte Unified School District is May 24, 2024. This leaves the month of June as the most viable overall month for BNO moving forward.

June Yearly Analysis

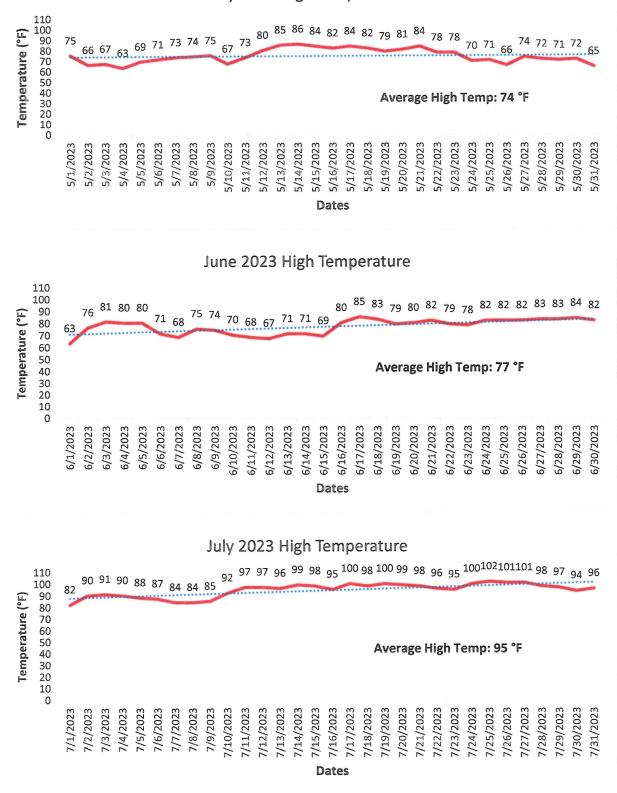
With the focus now shifted on June as the most viable month for BNO moving forward, City Staff conducted a June Yearly Analysis (Attachment 3) that takes into account both the weather (high temperature) and sunset time in the previous three years, within the month of June. June 2021 recorded an average high temperature of 88 degrees Fahrenheit and an average sunset time of 8:05pm. June 2022 recorded an average high temperature of 91 degrees Fahrenheit and an average sunset time of 8:05pm. June 2023 recorded an average high temperature of 77 degrees Fahrenheit and an average sunset time of 8:06pm. The previous three years of June have been fairly consistent in terms of sunset. The average high temperatures have been somewhat sporadic in June for the previous three years; however, they are much more tolerable than July. All in all, mid-late June is the most viable time to host BNO based on the variables of weather, daylight, and the local academic calendar.

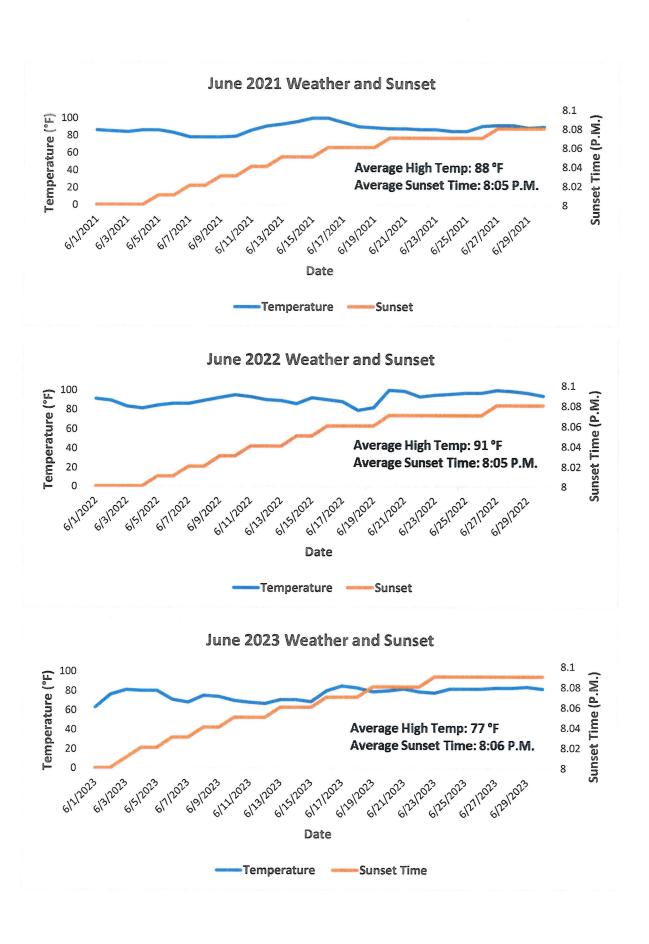






May 2023 High Temperature







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

City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Mario Flores, Management Analyst

DATE: October 17, 2023

SUBJECT: DISCUSSION ON USE OF CALRECYCLE FUNDS

ATTACHMENTS: 1. Zoning Map with Potential Water Refill Station Locations

2. Photos of Potential Water Refill Station Locations

SUMMARY

The City of Bradbury (City) annually applies for the Cal Recycle Beverage Container Recycling City/County Payment Program and receives \$5,000 each year. In the past, there have been challenges in expending these monies, as funds are restricted and may only be utilized to support activities related to container recycling and litter abatement. In previous years, the City expended Cal Recycle funds through a grant program and partnered with surrounding cities. In 2020, water refill stations were added as an eligible activity and would allow the City to use funds to install water refill stations. As such, the City paid for a water station to be installed in Monrovia Canyon Park, an area greatly affected by the Bobcat Fire. The City also later partnered with the City of Duarte to install a water station on the Royal Oaks path in the City of Duarte.

The City Council may elect to move forward with a grant program once again or choose to install a water refill station in the City. It is recommended that the City Council provide direction on how to move forward with Cal Recycle funds. Should the City Council desire to implement a grant program, staff will release a Request of Grant Proposals and return with any responses. Should the City Council elect to install a water refill station in the City, Staff recommends that the City Council choose the desired location. Staff will then return to present actual costs of installation based on the pre-identified feasible areas (Attachment 1).

BACKGROUND

The California Beverage Container Recycling and Litter Reduction Act provides funding to cities and counties for beverage container recycling programs. The funding source is the California Redemption Value (CRV) premium that is paid when consumers purchase beverages in glass bottles, cans, and plastic containers. Funding is distributed annually based on a per capita formula. Bradbury is entitled to receive \$5,000 each year, and receiving the funds is as simple as completing an online form. Currently, the City has a surplus of these restricted funds in the amount of \$9,818.

CalRecycle funds are restricted to the following eligible activities:

- New or existing curbside recycling programs
- Neighborhood drop-off recycling programs
- Public education promoting beverage container recycling
- Litter prevention and cleanup where the waste stream includes beverage containers that will be recycled
- Cooperative regional efforts with two or more cities or counties, or both
- Other beverage container recycling programs
- Adding Water Refill Stations
- Supporting AB 341 Mandatory Commercial Recycling requirements:
 - o Infrastructure for businesses to recycle beverage containers
 - Support for new or existing beverage container recycling programs for multi-family residential dwellings
 - Public education and outreach that includes a beverage container recycling component.

In the past, the City partnered with the City of Duarte to sponsor their Earth Day event and with the City of Azusa to sponsor their Discover Club, a pilot environmental program. In 2020, the City used Cal Recycle funds to purchase a water refill station for the City of Monrovia, and later an additional one in partnership with Duarte. The water refill stations were installed at Monrovia Canyon Park to assist with rehabilitation efforts after the Bobcat Fire severely affected the area, and on the Royal Oaks path in the City of Duarte.

ANALYSIS

This year, the City Council can elect to expend Cal Recycle funds through a grant program to partner and help surrounding cities with their environmental programs and events or install a water refill station on one of the City's recreational trails (See Attachments 1 & 2).

If the City Council elects to expend funds through the grant program, the City would release a Request of Grant Proposals to solicit projects from neighboring cities, educational institutions, and non-profit organizations.

Should the City Council desire to move forward with the water refill station installation, the following is a rough estimate of the cost of one (1) station:

Item	Estimated Cost
Elker Outdoor ezH2O Upper Bottle Filling Station	\$4,200
Cal Am Water Service (Meter)	\$5,000
Installation (traffic control, modification of existing landscape and irrigation, installation of a concrete pad/foundation, connection to the water meter, restoration of the area (fencing, minor grading, etc.)	\$4,800
Estimated Total	\$14,000

FINANCIAL ANALYSIS

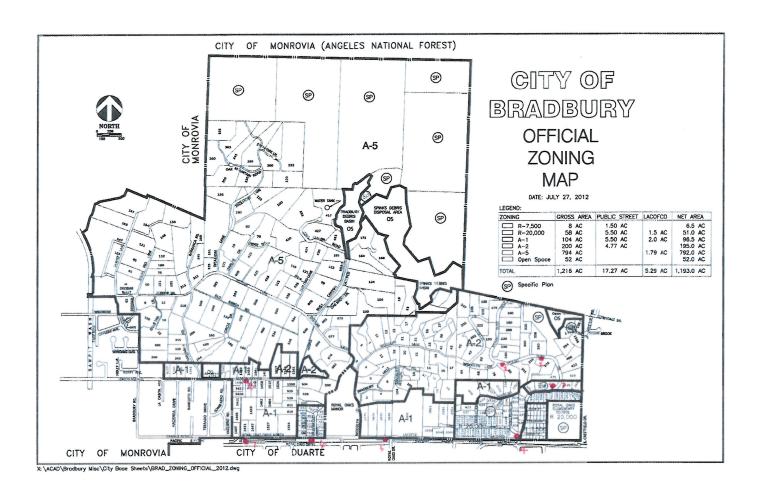
Each year, the City of Bradbury receives \$5,000 from CalRecycle. These are restricted funds and cannot be used for General Fund purposes. The City has had difficulties in the past expending all monies received, which has resulted in a surplus of \$9,818.

Should the City Council decide to install water refill stations, \$9,818 of the grand total project cost of \$14,000 will be covered by Cal Recycle funds and the rest of the cost (\$4,182) will be taken from the City's general fund.

Should the City Council decide to move forward with a grant program, it would not have an impact on the City's general fund budget if the Council decides to limit the grant allocation to the amounted \$9,818.

STAFF RECOMMENDATION

It is recommended that the City Council provide direction on how to move forward with Cal Recycle funds. Should the City Council desire to implement a grant program, staff will release a Request of Grant Proposals and return with any responses. Should Council elect to install a water refill station in the City, Staff recommends that the City Council choose the desired location. Staff will then return to present actual costs of installation based on the pre-identified feasible areas.

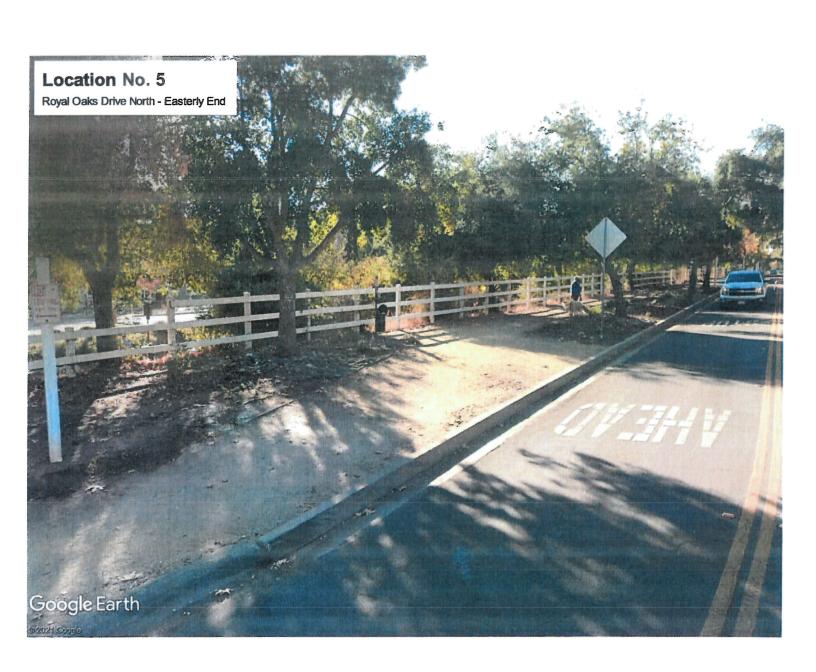


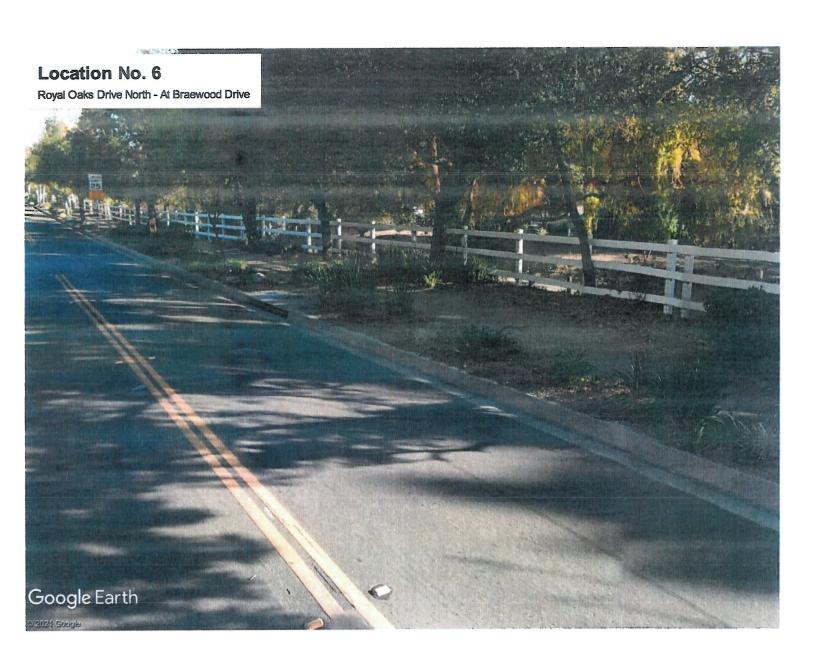




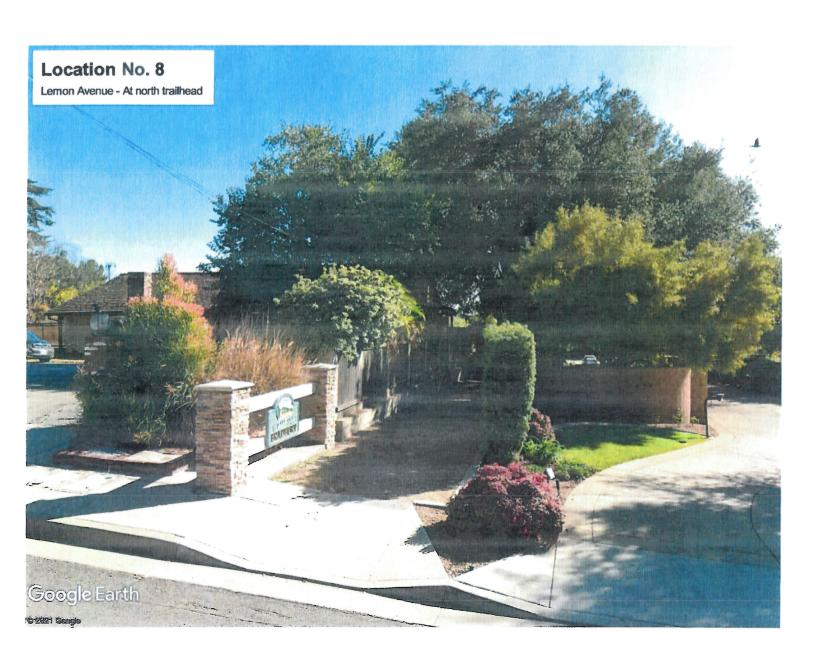


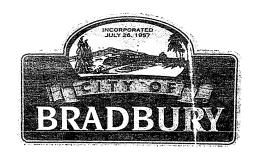












Richard Barakat, Mayor (District 3)

Dick Hale, Mayor Pro Tem (District 1)

Montgomery Lewis, Council Member (District 2)

Bruce Lathrop, Council Member (District 4)

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:

October 17, 2023

SUBJECT:

DISCUSSION ON LAW ENFORCEMENT SERVICES

ATTACHMENTS: 1) June 20, 2023 Minutes

2) Current LASD Contract

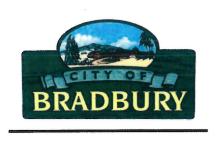
SUMMARY

This item prompts a discussion on the City of Bradbury's law enforcement services. It is recommended that the City Council direct Staff on how to proceed.

During the June 20, 2023 regularly scheduled meeting, the City Council elected to discuss the potential of switching law enforcement services from the Los Angeles County Sheriffs Department to the Monrovia Police Department (ATTACHMENT #1). Since this time, Staff has been in discussions with the City of Monrovia about their interests in servicing Bradbury. After a few conversations, the Monrovia Police Department is initially both willing and able to service Bradbury. To date, there have been no studies conducted on Monrovia's service level costs, but Monrovia is willing to move forward with such a study if Bradbury is desiring one.

Should the City Council desire more information on a potential switch in services, it is recommended that the City Council continue this item so that the Monrovia Police Department can attend an upcoming meeting to present additional information.

FOR CITY COUNCIL AGENDA	AGENDA ITEM
-------------------------	-------------



REGULAR MEETING MINUTES

Regular Meeting of the City of Bradbury City Council Tuesday, June 20, 2023 Bradbury Civic Center

CALL TO ORDER – The Regular Meeting of the City Council of the City of Bradbury was called to order by Mayor Lathrop at 7:00pm followed by the Pledge of Allegiance.

ROLL CALL:

PRESENT: Mayor Lathrop, Mayor Pro Tem Barakat, Councilmembers Lewis, Bruny & Hale.

STAFF: City Manager Kearney, City Attorney Reisman & Assistant City Clerk Jensen.

CITY COUNCIL REORGANIZATION: According to Bradbury Municipal Code Section 2.01.060, annually in June, the City Council reorganizes and from its members, selects a new Mayor and Mayor Pro Tem. Candidates for Mayor Pro Tem must self-nominate by writing a statement of intent. City Manager Kearney received such writing from Councilmember Richard Hale.

Councilmember Hale motioned to appoint Mayor Pro Tem Barakat to Mayor which was seconded by Councilmember Lewis and carried unanimously. Mayor Barakat motioned to appoint Councilmember Richard Hale to Mayor Pro Tem. Councilmember Bruny seconded the motion which was carried unanimously.

NEW ROLL CALL:

PRESENT: Mayor Barakat, Mayor Pro Tem Hale, Councilmembers Lewis, Bruny & Lathrop.

APPROVAL OF AGENDA: Councilmember Lewis made a motion to approve the agenda and it was seconded by Councilmember Lathrop. It was the consensus of the Council to proceed.

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 that he was aware of no potential conflicts.

PUBLIC COMMENT ABOUT ANYTHING NOT ON THE AGENDA: - No public comments.

ACTION ITEMS

- 1. Consent Calendar Approval
 - Minutes: Regular Meeting of May 16, 2023
 - Resolution No. 23-07: Demands & Warrants for May 2023
 - Monthly Investment Report for the month of May 2023
 - Resolution No. 23-08: A Resolution of the City Council of the City of Bradbury, California, Designating Diane Jensen as City Clerk
 - Resolution No. 23-09: Approval of Gann Appropriation Limit for FY 2023-24
 - Reappointment of Public Safety Committee Seats

APPROVAL OF CONSENT CALENDAR: <u>Mayor Pro Tem Hale made a motion to approve the Consent Calendar as presented</u>. <u>Councilmember Lathrop seconded the motion</u>, which was carried by the following roll call:

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

NOES: None.

2. Award of Bid – Lemon Avenue Trail Project

Bids for the Lemon Avenue Trail project were opened on May 2, 2023 with SDC Engineering Inc. being the lowest responsible bidder. Three members of the Public spoke to the Councilmembers concerning their requests for indemnification language.

- a. Brad Selby, 1442 Lemon Avenue, provided a letter (see attachment)
- b. Dan Hyde at 1462 Lemon Avenue
- c. Niveen Elguindi at 1550 Lemon Avenue._

Due to a variety of unresolved indemnification issues, it was recommended that no decisions be made tonight but to wait about 30 days or until the next City Council meeting on July 18, 2023. Mayor Pro Tem Hale made the motion and Councilmember Lathrop seconded it

3. Fiscal Year 2023-24 Annual Rate Adjustment for Solid Waste Collection & Recycling

Because Burrtec's new rates for trash, recycling, manure and green waste were scheduled to increase on July 1, 2023, Burrtec representative Michael Heftman explained the increases. The increases are CPI-based at around 7.74%. An example being a 90-Gallon Trashcan pre-July 1st was \$27.95/mo. and after is \$32.07/mo.

<u>SB 1383</u> requires every jurisdiction to provide organic waste collection services to residents; however, due to the size of the City of Bradbury, this regulation does not apply. <u>AB 661</u> went into effect January 1, 2023. This piece of legislation states that paper products like toilet paper and paper towels must be at least 40% recycled content. Napkins 45% and Facial tissues 10%.

Councilman Lathrop made a motion to approve the new rates commencing July 1, 2023. Mayor Pro Tem Hale seconded the motion, which passed 5:0.

4. Adoption of Resolution No. 23-10: Adoption of Budget for Fiscal Year 2022-2023, Resolution No. 23-11: Allocating the City of Bradbury's Citizen Option for Public Safety (COPS) Funds, and Resolution No. 23-12: Allocation the City of Bradbury's SB 1 Funds.

The budget for Fiscal Year 2023-2024 was presented and explain by City Manager Kearney at last month's City Council meeting. Tonight's meeting was to answer any questions and approve. Because there were no questions, the Council agreed with Staff's recommendation to approve the budget.

Mayor Pro Tem Hale made a motion to adopt and approve Resolution No. 23-10, Resolution No. 23-11 and Resolution No. 23-12. Councilmember Lathrop seconded the motion.

- 5. City Council Liaisons for Fiscal year 2023/2024 and Consideration of Resolution No. 23-13 Pertaining to the Appointments to the San Gabriel Valley Council of Governments

 The City Council decided to maintain all of the same liaisons from 2022/2023 with the exception where those specified a mayoral designation. These included LA County City Selection, LA County Sanitation District and So. Cal Joint Powers Insurance Authority. No other changes were made to the current liaison appointments.
 - City Council adopted Resolution No. 23-13 with a motion from Mayor Pro Tem Hale and a second to that motion from Councilmember Lathrop.
- 6. Matters from the City Manager <u>City is ready for a successful Bradbury Night Out event. Kevin stated he had received questions regarding subdividing without specifics at the 1901 Royal Oaks property.</u>
- 7. Matters from the City Attorney Nothing.
- 8. Matters from the City Council -

Mayor Barakat — "Penney Property" — Can debris can be pushed back?

Mayor Pro Tem Hale —

Councilmember Lathrop — No comments.

Councilmember Lewis — No Comments.

Councilmember Bruny — No Comments.

- 9. ITEMS FOR FUTURE AGENDAS -
 - Re-Look at Monrovia to bid a police force.
 - Finalize Lemon Trail project.

CLOSED SESSION

RECESS TO CLOSED SESSION @ 8:23pm: <u>Councilmembers, City Attorney Reisman and City Manager Kearney discussed the following:</u>

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

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

Public Employee Performance Evaluation - Government Code Section 54957 (b)(4)

City Manager Evaluation (City Manager not present during this discussion)

Agency Negotiator: Cary S. Reisman, City Attorney

Unrepresented Employee: City Manager Authority Gov't Code Section: 54957.6 REPORT FROM CLOSED SESSION – <u>At 8:58pm, Closed Session ended – Attorney Reisman reported on the two pending litigations stating the session was "informative" only and no formal votes were taken. Vote taken regarding City Manager's annual salary increase to \$190,000.00 retroactive to May 2023.</u>

AYES: Councilmember Lathrop, Councilmember Bruny and Mayor Pro Tem Hale.

NAYS: Mayor Barakat and Councilmember Lewis.

ADJOURNMENT – At 9:02pm, Mayor Barakat moved to adjourn the meeting and all of the other Councilmembers were in favor. The Regular City Council meeting was adjourned to Bradbury Civic Center, 600 Winston Avenue, Bradbury, CA 91008 on Thursday, July 6th for a Special Study Session. Meeting at 6:30 pm.

SIGNED BY: Ruf Bankat	08.15.2023
RICHARD G. BARAKAT, MAYOR CITY OF BRADBURY	DATE
ATTEST:	08.15.2023
DIANE JENSEN, CITY CLERK CITY OF BRADBURY	DATE

LOS ANGELES COUNTY SHERIFF'S DEPARTMENT CONTRACT CITY LAW ENFORCEMENT SERVICES SERVICE LEVEL AUTHORIZATION (SH-AD 575)

139,802.88 0.000 0.000 0.000 0.000 0.000 0.000 0.000 7/1/2023 43,800 0 0 0 0 0 0 0 EFFECTIVE DATE: Estimated Subtotal: 0 0 0 0 0 0 0 0 0 0 2,920 139,802.88 14,978.88 2023-2024 14,978.88 Total Liability (12%): \$ FISCAL YEAR: 124,824.00 499,296.00 ANNUAL RATE 0.00 0.00 00.00 0.00 0.25 124,824.00 0.25 Bradbury 307 56-Hour Unit Estimated Cost for Service Units: \$ CITY: DEPUTY SHERIFF SERVICE UNIT (BONUS) GROWTH/GRANT DEPUTY UNIT DEPUTY SHERIFF SERVICE UNIT SUPPLEMENTAL POSITIONS Deputy Sheriff

The terms of this Service Level Authorization (SH-AD 575) will remain in effect until a subsequent SH-AD 575 is signed and received by LASD. Notwithstanding, annual rates shall be revised annually per Sections 8.2 and 11.3 of the MLESA.

	×	ME
2	>	JNIT CONIMANDER NAME
	-	NDE
	J	MM
	6	S
By:	0	ENS
ASD Approval By:		
\ppr		
SD		
5		

SIGNATURE

128/23

City Approval By:

"I certify that I am authorized to make this compakement on behalf of the City."

And Rivery

6/26/23 DATE

SIGNATION

Report Prepared By:

139,802.88

Public Safety Equipment Cost (See page 3):

Estimated Total Annual Cost:

Rudy Sanchez SERGEANT 5729/2023
Processed at CLEB Bv:

Processed at CLEB By:

RUDY SANCYEZ 6/30/2023



LOS ANGELES COUNTY SHERIFF'S DEPARTMENT CONTRACT CITY LAW ENFORCEMENT SERVICES SERVICE LEVEL AUTHORIZATION (SH-AD 575)

DEPLOYMENT OF PERSONNEL

Gity.		bradbu	гу		- Fiscal	rear:	2023	3-2024	_ Effectiv	e Date:	71	1/2023
Mary Company	TOTAL UNITS	GE	NERAL LA	W	Ţ	RAFFIC LA	W	нотор	PER POR	BUTTON	San April	THE VALUE OF STREET
SERVICE UNIT	PURCHASED	EM	AM	PM	EM	AM	PM	MOTOR	SAD	D.B.	LEADER	ASSIGNED
DEPUTY SHERIFF						E TOPE SEE						
Non-Relief	0.00											0.00
40-Hour Unit	0.00											0.00

DEPUTY SHERIFF		DESTRUCTION AND		AMERICA		HINTERSON.				
Non-Relief	0.00						Ι		4,004,004,004,004,004,004	0.00
40-Hour Unit	0.00				 			***************************************		0.00
56-Hour Unit	0.25	0.05	0.05	0.10	 		0.025	0.025		0.25
70-Hour Unit	0.00				 		0.020	0.020		0.00
Motor (Non-Relief)	0.00		***************************************			•		***************************************		0.00
DEPUTY BONUS		(Halling)	White to				0.057.00053		MARCA SECTION	0.00
Non-Relief	0.00						T			0.00
40-Hour Unit	0.00									0.00
56-Hour Unit	0.00				 					0.00
70-Hour Unit	0.00				 	***************************************				0.00
GROWTH DEPUTY						PARAL	100000000000000000000000000000000000000			
Deputy	0.00									0.00
SAD	0.00									0.00
Bonus I	0.00									0.00
Motor (Non-Relief)	0.00									0.00
GRANT DEPUTY						man net h		Sept Comment		
Deputy	0.00									0.00
SAD	0.00									0.00
Bonus I	0.00									0.00
Motor (Non-Relief)	0.00					-				0.00

Routine City Helicopter Billing Agreement	YES 🗆	NO 🖾
License Detail - Business License & Renewal Applications	YES 🗆	NO DE
License Detail - Acts on Violations Observed within the City	YES 🗆	NO S
S.T.A.R. Deputy Program	YES 🗆	NO 🗹
Other Supplemental Services	YES 🗹	NO 🗆
NOTE: License Detail is billed on an hourly basis and billed monthly as service is provided.		

Sworn							100000000000000000000000000000000000000
	Lieutenant	Sergeant	Bonus Deputy	Motor Deputy	Deputy	SAD	Total
Hours	0	0	0	0	730	0	730
Minutes	0	0	0	0	43,800	0	43,800
Personnel	0.000	0.000	0.000	0.000	0.408	0.000	0.408

		Civilian		T. MILESTONIA CO.
	SSO	LET/CSA/CA/PCO	Clerical	Total
Hours	0	0	0	0
Minutes	0	0	0	0
Personnel	0.000	0.000	0.000	0.000

FOR CONTRACT LAW ENFORCEMENT BUREAU USE ONLY						
BILLING MEMO REQUIRED AND SUBMITTED:	YES	NO	N/A.			
(PERSONNEL TRANSACTION REQUEST) "PTR" REQUIRED AND SUBMITTED:	YES	NO 🗌	N/A			
ORGANIZATIONAL CHART REQUIRED AND SUBMITTED:	YES 🗌	NO 🗌	N/A Do			
DUTY STATEMENT REQUIRED AND SUBMITTED:	YES 🗌	NO 🗌	NA			
SMS DEPLOYMENT CONTRACT UPDATED:	YES	NO 🗆	N/A 🗆			
MINUTE PROGRAM IN RAPS UPDATED:	YES	NO 🗆	N/A 🗌			

<u>Initials</u> City Official: **Unit Commander:**



LOS ANGELES COUNTY SHERIFF'S DEPARTMENT CONTRACT CITY LAW ENFORCEMENT SERVICES SERVICE LEVEL AUTHORIZATION (SH-AD 575) PUBLIC SAFETY EQUIPMENT

PODEIO GALETT EQUIPME	• •	
CITY: Bradbu	rv FISCAL YEAR:	2023-2024

Total Public Safety Equipment Cost:

START-UP VEHICLE			100	reserve such	
VEHICLE TYPE	YEAR	SERVICE CODE	HEARING	RATE	TOTAL COST
EQUIPMENT	y 10, 10,500				
MDC TYPE	YEAR	SERVICE CODE	н	RATE	TOTAL COST
ALPR WITH INSTALL	YEAR	SERVICE CODE	# #	RATE	TOTAL COST

<u>Initials</u>

City Official:

Unit Commander:

Fiscal Year: 2023-2024

CONTRACT CITY LAW ENFORCEMENT SERVICES AND EQUIPMENT MASTER RATE SHEET

MASTER RATE SHEET						
		Liability Rate:	12.0%			
DSSU Rates			Liability Nate.	12.0%		
Rank	Relief Factor	STATE OF THE PARTY OF	Annual Rate	Service Code		
Deputy Sheriff	Non-Relief	\$	324,218	310		
Deputy Sheriff	40-Hour Unit	\$	356,640	306		
Deputy Sheriff	56-Hour Unit	\$	499,296	307		
Deputy Sheriff	70-Hour Unit	\$	624,120	308		
Special Assignment Deputy	Non-Relief	\$	324,218	278		
Catalina Deputy	Non-Relief	\$	295,847	324		
DSSU Bonus I Rates				ACCOMPANY.		
Rank	Relief Factor	1784 164	Annual Rate	Service Code		
Deputy Sheriff, Bonus I	Non-Relief	\$	348,030	305		
Deputy Sheriff, Bonus I	40-Hour Unit	\$	382,833	301		
Deputy Sheriff, Bonus I	56-Hour Unit	\$	535,966	302		
Deputy Sheriff, Bonus I	70-Hour Unit	\$	669,957	303		
Growth/Grant Deputy Rates						
Rank	Relief Factor		Annual Rate	Service Code		
Growth Deputy Generalist	Non-Relief	\$	226,605	335		
Growth Deputy Generalist	40-Hour Unit	\$	264,221	573		
Growth Deputy Generalist	56-Hour Unit	\$	369,819	582		
Growth Deputy Generalist	70-Hour Unit	\$	462,274	583		
Growth Special Assignment Deputy	Non-Relief	\$	226,605	204		
Growth Deputy Bonus I	Non-Relief	\$	246,740	336		
Growth Motor Deputy	Non-Relief	\$	244,174	424		
Grant Deputy Generalist	Non-Relief	\$	226,605	386		
Grant Special Assignment Deputy	Non-Relief	\$	226,605	312		
Grant Deputy Bonus I	Non-Relief	\$	246,740	384		
Grant Motor Deputy	Non-Relief	\$	244,174	422		
Supplemental Rates						
Rank	Relief Factor	To as i	Annual Rate	Service Code		
Captain	Non-Relief	\$	448,565	321		
Lieutenant	Non-Relief	\$	354,112	342		
Sergeant, Patrol	Non-Relief	\$	377,917	631		
Sergeant, Supplemental	Non-Relief	\$	298,507	353		
Motor Sergeant	Non-Relief	\$	314,708	348		
Watch Deputy	Non-Relief	\$	242,476	354		
Motor Deputy	Non-Relief	\$	324,218	305A		
Community Services Assistant (w/ veh)	Non-Relief	\$	79,105	325		
Community Services Assistant (w/out veh)	Non-Relief	\$	78,006	327		
Crime Analyst	Non-Relief	\$	162,211	329		
Custody Assistant	Non-Relief	\$	132,846	331		
Forensic ID Specialist II	Non-Relief	\$	200,989	356		
Information Systems Analyst I	Non-Relief	\$	176,380	332		
Senior Information Systems Analyst	Non-Relief	\$	230,769	334		
Intermediate Clerk	Non-Relief	\$	87,140	338		
Law Enforcement Technician (w/out veh)	Non-Relief	\$	119,186	339		
Law Enforcement Technician (w/veh)	The state of the s	\$				
Operations Assistant I	Non-Relief		120,202	340		
THE RESIDENCE OF THE PROPERTY	Non-Relief	\$	115,142	343		
Operations Assistant II	Non-Relief	\$	143,042	344		
Operations Assistant III	Non-Relief	\$	163,826	345		
Secretary V	Non-Relief	\$	124,601	346		
Security Assistant	Non-Relief	\$	65,982	362		
Security Officer	Non-Relief	\$	102,289	347		
Station Clerk II	Non-Relief	\$	108,540	351		
Supervising Station Clerk	Non-Relief	\$	131,222	352		

Master Rate Sheet Page 4 of 5

Non-Relief

348,030

349

Skynight Observer

CONTRACT CITY LAW ENFORCEMENT SERVICES AND EQUIPMENT **MASTER RATE SHEET**

Start-Up Vehicle	Year	Annual Rate		Service Code
B/W Patrol - Ford Explorer PIU Hybrid AWD	2023-2024	\$	105,841	378
B/W Tahoe 2WD	2023-2024	\$	102,552	399
B/W Motorcycle	2023-2024	\$	65,292	381
Solid Patrol Vehicle with Cage (SAO Sergeant/Detectives)	2023-2024	\$	100,339	118A
Solid Patrol Vehicle without Cage (SAO Sergeant/Detectives)	2023-2024	\$	98,168	118B
Ford Escape SUV Hybrid (White Fleet - CSA, SSO, LET)	2023-2024	\$	65,951	203
Ford Explorer PIU Hybrid (Street Package - Executive)	2023-2024	\$	80,689	201
Ford F-150 Police Responder BW	2023-2024	\$	108,211	205
K-9 Vehicle (B/W Tahoe 2WD)	2023-2024	\$	114,050	593

Equipment	Year	Annual Rate		Service Code
MDC New Purchase, Data & Maintenance - CF-31	Year 1	\$	8,785	198
MDC New Purchase, Data & Maintenance - GETAC V110	Year 1	\$	8,389	164
MDC Data & Maintenance Only	Year 2+	\$	1,685	595
ALPR New Install 1st Year (5yr Program)	Year 1	\$	5,000	680
ALPR System 2nd Year	Year 2	\$	5,000	680A
ALPR System 3rd Year	Year 3	\$	5,000	680B
ALPR System 4th Year	Year 4	\$	4,650	680C
ALPR System 5th Year	Year 5	\$	4,650	680D
Annual revised rates shall be readjusted a	annually per Sections 8.2	2 and 11.3 of t	the MLESA.	