

# **AGENDA**

**Regular Meeting of the Bradbury City Council  
To be held on Tuesday, February 20, 2024  
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.*

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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.

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### ACTION ITEMS\*

## **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, January 16, 2024.
- B. Monthly Investment Report for the month of January 16, 2024
- C. Resolution No. 24-03. Demands & Warrants for February, 2024.
- D. Budget Amendment for FY 2023-24 re: Bradbury Night Out
- E. Adopt, waive reading in full, and authorize reading by title only of Ordinance No. 390, and read the title of Ordinance No. 390, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING CHAPTER 1 OF TITLE II OF THE BRADBURY MUNICIPAL CODE RELATION TO COUNCILMANIC ELECTIONS AND REORGANIZATION."

## **3. PRESENTATION – LOS ANGELES COUNTY FIRE DEPARTMENT**

The City has a new regional Fire Chief, Steven Cabrera. Chief Cabrera will be introducing himself and providing updates on the Los Angeles County Fire Department.

## **4. DISCUSSION ON ADDING A NEW PET WASTE STATION ON THE NEWLY ESTABLISHED LEMON AVENUE TRAIL**

Staff has fielded interest from a resident to install a pet waste on the newly established Lemon Avenue Trail due to ongoing pet waste issues. To protect the City's newest asset, Staff is recommending to purchase and install a pet waste station on the Lemon Avenue Trail in a not-to-exceed amount of \$3,682.

## **5. DISCUSSION ON THE UPCOMING CITY COUNCIL RETREAT**

This item prompts a discussion on the upcoming City Council Retreat scheduled on March 9<sup>th</sup>. It is recommended that the City Council discuss topics for the upcoming retreat.

## **6. MATTERS FROM THE CITY MANAGER**

## **7. MATTERS FROM THE CITY ATTORNEY**

## **8. 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***

## **9. 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.**

Pursuant to Government Code sec. 54956.9, (d)(1)

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

#### **B. PENDING LITIGATION.**

Pending Litigation pursuant to Government Code Section 54956.9(d)(4) (Based on existing facts and circumstances, the legislative body of the local agency has decided to initiate or is deciding whether to initiate litigation) (1 potential case).

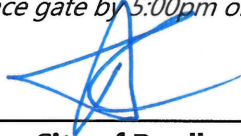
### **REPORT FROM CLOSED SESSION**

### **ADJOURNMENT:**

The City Council will adjourn to a Regular Meeting at the Bradbury Civic Center, 600 Winston Avenue, Bradbury, CA 91008 on Tuesday, March 19, 2024 at 7:00 p.m.

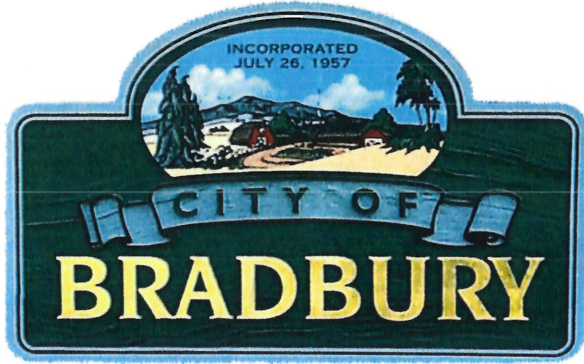
\* ACTION ITEMS: Regardless of a staff recommendation on any agenda item, the City Council will consider such matters, including action to approve, conditionally approve, reject or continue such item. Further information on each item may be procured from City Hall.

*"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, February 16, 2024."*



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**City Clerk – City of Bradbury**



# **ACTION MINUTES**

**CITY COUNCIL  
OF THE CITY OF BRADBURY  
REGULAR MEETING  
Tuesday, January 16, 2024 – 7:00 P.M.  
BRADBURY CIVIC CENTER  
600 Winston Avenue, Bradbury, CA 91008**

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## **CALL TO ORDER & PLEDGE OF ALLEGIANCE**

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 Bruny.

## **ROLL CALL -**

**PRESENT:** Mayor Barakat, Mayor Pro Tem Hale and Councilmember Lathrop.  
Councilmembers Lewis and Bruny

**ABSENT:** None

**STAFF:** City Manager Kearney, City Clerk Jensen, Management Analyst Flores and City Attorney Reisman.

## **APPROVAL OF AGENDA:**

Mayor Pro Tem Hale made a motion to approve the agenda with Councilmember Bruny seconding that motion which passed 5:0. The Council proceeded with the City of Bradbury business.

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

*In compliance with the California Political Reform Act, each City Councilmembers has the responsibility to disclose direct or indirect potential for a personal financial impact as a result of participation in the decision-making process concerning agenda items.*

City Attorney Reisman stated there were no conflicts.

## **1. PUBLIC COMMENT**

Mayor Barakat opened the meeting to Public Comments of which there were none.

## **ACTION ITEMS\***

## 2. CONSENT CALENDAR APPROVAL

Prior to voting on the Consent Calendar's Approval, City Manager Kearney explained to Council three changes: Two in the 11.28.2023 Minutes and One in Resolution 24-01. The final language to these sections is listed below. Council had no questions regarding the edits.

- Minutes 11.28.2023 –

*Page 3, #6 Discussion on Law Enforcement Services: The City Council discussed current law enforcement services and asked Staff for additional information on patrols in both LASD's Duarte/Bradbury area and in Monrovia. The item was continued to the next City Council meeting.*

*Page 3, #7 Matters from City Manager – City Manager, Kevin Kearney, discussed canceling the December Council meeting due to conflicts with upcoming holiday scheduling. The City Council agreed to cancel December's meeting. They will adjourn to the January 16, 2024 meeting.*

- Resolution 24-01, top of Page 4 -

Data is accurate but not added correctly. The December '23 invoice from Jones Mayer totals \$3,541.50 and not \$841.50.

- A. Minutes: Regular Meeting, Tuesday, November 28, 2023.
- B. Monthly Investment Report for the month of November 2023
- C. Resolution No. 23-26. Demands & Warrants for December, 2023.
- D. Monthly Investment Report for the month of December
- E. Resolution No. 24-01. Demands & Warrants for January, 2024.
- F. Reappointment of Planning Commissioners for Districts 1, 3 & 5
- G. Recommend Approval for the City Manager to Enter into a Two (2) Year Professional Services Agreement Renewal with TeamLogic IT for Information Technology Services.

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

## 3. FINAL ACCEPTANCE – LEMON AVENUE TRAIL PROJECT

City Engineer Gilbertson explained that the Lemon Avenue Trail was completed and asked Council to accept the work performed by SDC Engineering and authorize an additional payment of \$10,500 for construction management and inspection costs making the final cost of the project \$262,650.66.

Mayor Pro Tem Hale made a motion to accept the work performed while authorizing the additional \$10,500.00 payment. Councilmember Lathrop seconded the motion which passed 5:0.

**4. DISCUSSION ON ROYAL OAKS DRIVE TRAIL AREA AND TREES**

Mayor Barakat noticed some health issues with the trees along the Royal Oaks Trail. It was agreed to have an arborist look at the trees.

Mayor Barakat suggested a meeting with the City of Duarte's staff to understand the watering issue of these trees.

**5. INTRODUCE, WAIVE READING IN FULL, AND AUTHORIZE READING BY TITLE ONLY OF ORDINANCE NO. 390, AND SET THE SECOND READING; AND READ THE TITLE OF ORDINANCE 390, ENTITLED, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING CHAPTER 1 OF TITLE II OF THE BRADBURY MUNICIPAL CODE RELATION TO COUNCILMANIC ELECTIONS AND REORGANIZATION."**

**ADOPTION OF RESOLUTION NO. 24-02, WHICH ADOPTS REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE.**

**ADOPTION OF RESOLUTION NO. 24-03, WHICH REQUESTS THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 5, 2024 WITH THE STATEWIDE GENERAL ELECTION.**

**ADOPTION OF RESOLUTION NO. 24-04, WHICH CALLS FOR THE HOLDING OF A GENERAL MUNICIPAL ELECTION ON NOVEMBER 5, 2024.**

City Manager Kearney explained how the Bradbury Municipal Code states our next elections are in June when they're actually in March, due to consolidating with LA County and one of its two election cycles. Because the Municipal Code is out of date and needs to be changed, Staff recommends consolidating with LA County's other election cycle which is in November instead of March. The two reasons for doing so are:

- A. Typically, November is more well-known for elections vs. an alternating June and March so anticipation would be a higher voter turnout.
- B. The cost to the City is significantly lower in November vs. elections in March. Because the number of Cities choosing the November election cycle is greater than the number choosing March, there are more Cities to divide the cost. This can reduce the City of Bradbury's cost by half but probably more.

Ordinance 390 states to move the election to November and offers five (5) reasons:

- A. Selects the November for the upcoming and future elections.
- B. It changes the Council reorganization to June which would now be after the November 5<sup>th</sup> election for this year and future years too, if Ordinance adopted.
- C. Extend the current terms for Districts 1, 2 and 4 until the November election.
- D. Extend the current rotation of the Mayor and Mayor Pro Tem until after the election.
- E. Change the rotational cycle for the Planning Commission so it's on the same rotational cycle as the Council.

Mayor Pro Tem Hale made a motion to introduce waive reading in full and authorize reading by Title only of Ordinance 390 and set the Second Reading of Ordinance 390 entitled, "An Ordinance of the City Council of the City of Bradbury amending chapter 1 of Title II of the Bradbury Municipal Code relating to Councilmanic elections and reorganization and to adopt Resolution 24-02, Resolution 24-03 and Resolution 24-04. Councilmember Lewis seconded this motion which passed 5:0 so the motion carried.

#### **6. DISCUSSION ON LAW ENFORCEMENT SERVICES**

City Manager Kearney reviewed past discussions on this topic and it was agreed to solicit the City of Monrovia's Police Services for a bid for the City of Bradbury. Mayor Pro Tem Hale made a motion to approve this bid and Councilmember Bruny seconded the motion. The motion passed unanimously by all five Councilmembers 5:0.

#### **7. MATTERS FROM THE CITY MANAGER**

- A. Reminded Councilmembers to complete the online FPPC 700 Form.
- B. Explained to Council that a few residents voiced concerns about the trail following the recent heavy rains.
- C. Last breakfast with Supervisor Barger was nearly a year ago. Staff will work with Supervisor Barger's to coordinate a date for the 2024 breakfast. When the date is confirmed, Council will be notified.

#### **8. MATTERS FROM THE CITY ATTORNEY**

Nothing at this time.

#### **9. MATTERS FROM THE CITY COUNCIL**

*Mayor Barakat - NONE*



LA County Sanitation Districts  
LA County City Selection Committee  
Director of Bradbury Disaster Committee  
So. California Joint Powers Insurance Authority

**Mayor Pro Tem Hale - NONE**

**Councilmember Lathrop - NONE**

League of California Cities  
Duarte Community Education Council (CEC)

**Councilmember Bruny - NONE**

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

**Councilmember Lewis - NONE**

## 10. ITEMS FOR FUTURE AGENDAS

### Closed Session

*Meeting called to order at 8:30 pm.*

**PUBLIC COMMENT REGARDING CLOSED SESSION ONLY - No Public Comment**

#### **RECESS TO CLOSED SESSION REGARDING:**

- A. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION** Government Code sec. 54956.9, (d)(1) *Grow Monrovia v. City of Bradbury* - L.A. Superior Court Case No. 23STCP00128

*After meeting with Council, City Attorney Reisman said no votes were taken or requested.*

- B. CITY'S NEGOTIATIONS TO CONSIDER THE PURCHASE OR LEASE OR REAL PROPERTY** by or for the City, in order to grant authority to its negotiators regarding the price and terms of payment for the purchase or lease of the property described as Assessor's Parcel Numbers 8527-001-001, 8527-001-008, 8527-001-009, and 8527-001-012 (*formally Oak View Estates Project*) City negotiators: Kevin Kearney and Cary S. Reisman; Person(s) to negotiate with: Property owner(s) or their agents.

*Council to instruct staff how to proceed.*

- C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Government Code Section 54957 (b)(4)

Title: City Planner

*Council instructed City Manager on evaluation of City Planner.*

#### **ADJOURNMENT:**

At 8:33 pm, The City Council agreed to adjourn to a Regular Meeting at the Bradbury Civic Center, 600 Winston Avenue, Bradbury, CA 91008 on Tuesday, February 20, 2024 at 7:00 p.m.

**SIGNED BY:**

**02.20.2024**

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**RICHARD BARAKAT, MAYOR**  
City of Bradbury

\_\_\_\_\_  
**DATE**

**ATTEST:**

**02.20.2024**

\_\_\_\_\_  
**DIANE JENSEN, CITY CLERK**  
City of Bradbury

\_\_\_\_\_  
**DATE**

City Manager	Date
Laurie Stiver	

# Revenues

Acct. Number	Account Description	2022-23 Budget	2022-23 YTD @ 06/30/2023	2023-24 Budget	2023-24 YTD @ 01/31/2024
<b>General Fund:</b>					
101-00-4000	Operating Transfers In	-	- #DIV/0!	-	- #DIV/0!
101-00-4010	Property Tax-Current Secured	490,000	494,100 101%	490,000	268,231 55%
101-00-4030	Property Tax-Current Unsecured	20,000	18,069 90%	22,000	2,508 11%
101-00-4050	Property Tax Prior Year	-	- #DIV/0!	-	20,190 #DIV/0!
101-00-4060	Public Safety Augmentation F	11,000	12,419 113%	12,300	7,790 63%
101-00-4070	Delinquent Taxes	9,000	10,043 112%	9,000	5,310 59%
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 #DIV/0!	3,750	6,186 165%
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	34,683 91%
101-00-4140	Franchise Fee-SC Gas Co.	3,500	4,518 129%	5,000	- 0%
101-00-4150	Franchise Fee-Cal Am Water	50,000	45,469 91%	46,000	- 0%
101-00-4160	AB939 Refuse Admin. Fee	10,000	- 0%	20,000	- 0%
101-00-4190	Real Property Transfer Tax	35,000	40,184 115%	35,000	4,967 14%
101-00-4200	Motor Vehicle In-Lieu	145,000	152,883 105%	145,000	78,882 54%
101-00-4210	Dist & Bail Forfeiture	400	509 127%	400	279 70%
101-00-4220	Fines-City	2,500	18,343 734%	2,500	- 0%
101-00-4350	Business License	29,000	30,721 106%	29,000	13,904 48%
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	5,150 79%
101-00-4410	Variances & CUPs	1,635	3,269 200%	1,635	500 31%
101-00-4420	Lot Line Adjustment/Zone Changes	3,800	- 0%	1,500	1,902 127%
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	4,123 11%
101-00-4470	Building Construction Permit	100,000	143,770 144%	150,000	63,987 43%
101-00-4480	Building Plan Check Fees	100,000	37,569 38%	100,000	84,975 85%
101-00-4485	Landscape Plan Check Permit	10,000	4,168 42%	10,000	3,768 38%
101-00-4490	Green Code Compliance	25,000	16,142 65%	25,000	6,594 26%
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	698 28%
101-00-4540	City Engineering Plan Check	90,000	71,569 80%	70,000	50,514 72%
101-00-4600	Interest Income	12,000	90,418 753%	45,000	72,513 161%
101-00-4700	Sales of Maps & Publications	-	107 #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!	-	- #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	-	- #DIV/0!	-	500 #DIV/0!
101-00-4951	Lemon Avenue Trail Project - Grant_FY 2023/24	-	- #DIV/0!	-	- #DIV/0!
<b>Total General Fund Revenues</b>		<b>1,301,535</b>	<b>1,430,939 110%</b>	<b>1,378,995</b>	<b>786,560 57%</b>
<b>Utility Users Tax Fund:</b>					
102-00-4600	Interest	12,000	4,080 34%	12,000	4,473 37%
102-00-4830	Electric	-	- #DIV/0!	-	- #DIV/0!
		<b>12,000</b>	<b>4,082 34%</b>	<b>12,000</b>	<b>4,473 37%</b>
<b>Deposits Fund:</b>					
103-00-2039	Chadwick Ranch Development	60,000	- 0%	-	- #DIV/0!
103-00-2040	1901 Royal Oaks Dr. North	-	- #DIV/0!	-	20,000 #DIV/0!
		<b>60,000</b>	<b>- #DIV/0!</b>	<b>-</b>	<b>20,000 #DIV/0!</b>
<b>Long Term Planning Fee Fund:</b>					
112-00-4490	Long-Term Planning Fee	7,500	1,921 26%	3,500	3,404 97%
112-00-4600	LTP Fee Interest Income	125	52 42%	125	80 64%
		<b>7,625</b>	<b>1,973 26%</b>	<b>3,625</b>	<b>3,484 96%</b>

# Revenues

Acct. Number	Account Description	2022-23 Budget	2022-23 YTD @ 06/30/2023		2023-24 Budget	2023-24 YTD @ 01/31/2024	
<b>Technology Fee Fund:</b>							
113-00-4520	Technology Fee	17,500	11,688	67%	10,000	5,030	50%
113-00-4600	Technology Fee Interest Income	550	103	19%	550	90	16%
		18,050	11,791	65%	10,550	5,120	49%
<b>Gas Tax Fund:</b>							
200-48-4260	Gas Tax	28,250	29,638	105%	28,250	23,584	83%
200-00-4600	Interest	250	10	4%	250	64	26%
		28,500	29,648	104%	28,500	23,648	83%
<b>SB1 Gas Tax Fund:</b>							
201-00-4260	Gas Tax	19,700	18,863	96%	19,700	11,142	57%
201-00-4600	Gas Tax Interest	750	70	9%	750	30	4%
		20,450	18,933	93%	20,450	11,172	55%
<b>Prop. A Fund:</b>							
203-40-4260	Prop. A Transit Funds	22,000	27,468	125%	22,000	15,274	69%
203-00-4600	Prop. A Transit Interest	600	287	48%	600	530	88%
		22,600	27,755	123%	22,600	15,804	70%
<b>Prop. C Fund:</b>							
204-48-4260	Prop. C Funds	18,000	22,784	127%	18,000	11,669	65%
204-48-4600	Prop. C Interest	350	173	49%	350	294	84%
		18,350	22,957	125%	18,350	11,963	65%
<b>Transportation Development Act Fund:</b>							
205-48-4260	TDA Funds	5,000	4,587	92%	5,000	531	11%
205-48-4600	TDA Interest	30		0%	30	-	0%
		5,030	4,587	91%	5,030	531	11%
<b>Sewer Fund:</b>							
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!
<b>STPL Fund:</b>							
208-00-4600	STPL Interest	20	7	35%	20	9	45%
		20	7	35%	20	9	45%
<b>Recycling Grant Fund:</b>							
209-00-4260	Recycling Grant Funds	5,000	5,000	100%	5,000	-	0%
209-00-4600	Recycling Grant Interest	150	206	137%	150	244	163%
		5,150	5,206	101%	5,150	244	5%
<b>Measure R Fund:</b>							
210-48-4260	Measure R Funds	13,500	17,083	127%	13,500	6,046	45%
210-00-4600	Measure R Interest	1,200	527	44%	400	540	135%
		14,700	17,610	120%	13,900	6,586	47%
<b>Measure M Fund</b>							
212-48-4260	Measure M Funds	16,000	19,324	121%	16,000	8,195	51%
212-00-4600	Measure M Interest	800	487	61%	400	692	173%
		16,800	19,811	118%	16,400	8,887	54%
<b>Measure W Fund</b>							
213-48-4260	Measure W Funds	50,506	76,454	151%	50,506		0%
213-48-4600	Measure W Interest	1,000		0%			#DIV/0!
		51,506	76,454	148%	50,506	-	0%
<b>Citizen's Option for Public Safety (COPS) Fund:</b>							
215-23-4260	COPs Funds	100,000	224,440	224%	100,000	186,159	186%
215-00-4600	COPs Interest	5,500	3,221	59%	2,200	4,067	185%

# Revenues

Acct. Number	Account Description	2022-23 Budget	2022-23 YTD @ 06/30/2023	2022-23 %	2023-24 Budget	2023-24 YTD @ 01/31/2024	2023-24 %
		105,500	227,661	216%	102,200	190,226	186%
<b>County Park Grant:</b>							
217-00-4210	County Park Grant	-	-	#DIV/0!	-	-	#DIV/0!
217-00-4600	Grant Fund Interest Income	650	64	10%	650	76	12%
		650	64	10%	650	76	12%
<b>Fire Safe Grant:</b>							
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%		159	#DIV/0!
		5,050	8,923	177%	-	159	#DIV/0!
<b>ARPA Fund:</b>							
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!
<b>Total Revenues</b>		<u>1,954,139</u>	<u>1,981,993</u>	<u>101%</u>	<u>1,688,926</u>	<u>1,162,103</u>	<u>69%</u>

## Expenditures

Account Description		2022-23 Budget	2022-23 YTD @ 06/30/2023		2023-24 Budget	2023-24 YTD @ 01/31/2024	
<b>General Fund:</b>							
<b>City Council Division:</b>							
101-11-6100	Events and awards	14,000	10,994	79%	14,000	12,341	88%
101-11-6110	City Newsletter	400	265	66%	400	-	0%
101-11-6500	Community Support (homelessness)	4,000	3,600	90%	4,000	3,000	75%
		18,400	14,859	81%	18,400	15,341	83%
<b>City Manager Division:</b>							
101-12-5010	Salaries	150,000	153,333	102%	157,650	98,333	62%
101-12-5100	Benefits	58,099	60,662	104%	62,197	54,993	88%
101-12-6020	Meetings & Conferences	5,000	4,475	90%	5,000	2,979	60%
101-12-6025	Expense Account	1,500	320	21%	1,500	440	29%
101-12-6050	Mileage	1,000	1,098	110%	1,000	683	68%
101-12-6440	Cell Phone	900	975	108%	900	525	58%
		216,499	220,863	102%	228,247	157,953	69%
<b>City Clerk Division:</b>							
101-13-5010	Salaries	72,695	107,695	148%	73,570	45,060	61%
101-13-5100	Benefits	29,359	39,992	136%	21,267	16,423	77%
101-13-6020	Meetings & Conferences	-	689	#DIV/0!	1,500	1,866	124%
101-13-6050	Mileage	100	52	52%	500	157	31%
101-13-6210	Special Department Supplies	500	-	0%	500	-	0%
101-13-6220	Election Supplies	600	-	0%	600	-	0%
101-13-6225	Codification	3,500	2,916	83%	3,500	2,162	62%
		106,754	151,344	142%	102,437	65,668	64%
<b>Finance Division:</b>							
101-14-5010	Salaries	25,000	19,646	79%	22,500	13,001	58%
101-14-5100	Benefits	-	-	#DIV/0!	-	-	#DIV/0!
101-14-6210	Special Department Supplies	500	420	84%	500	-	0%
101-14-6230	Contracted Computer Services	1,500	-	0%	1,500	1,500	100%
101-14-7010	Contracted Banking Services	4,000	3,597	90%	4,000	2,643	66%
101-14-7020	Contracted Audit Services	17,000	17,510	103%	17,500	8,035	46%
101-14-7040	GASB Reports	1,000	700	70%	1,000	700	70%
		49,000	41,873	85%	47,000	25,879	55%
<b>City Attorney Division:</b>							
101-15-6125	City Attorney-Planning	10,000	8,383	84%	10,000	6,071	61%
101-15-7020	City Attorney Retainer	34,800	31,900	92%	34,800	21,171	61%
101-15-7070	City Attorney Special Service	2,000	34,721	1736%	25,000	12,073	48%
101-15-7075	Development Code Update	7,000	3,245	46%	7,000	12,369	177%
101-15-7080	Seminars & Training	1,000	385	39%	1,000	-	0%
101-15-7450	City Attorney-Code Enforcement	2,000	1,238	62%	1,000	1,682	168%
		56,800	79,872	141%	68,800	53,366	78%
<b>General Government Division:</b>							
101-16-5010	Salaries	60,331	67,321	112%	60,331	32,325	54%
101-16-5100	Benefits	21,297	16,936	80%	21,297	7,786	37%
101-16-6010	Seminars & Training	1,000	-	0%	1,000	97	10%
101-16-6020	Meetings & Conferences	1,000	35	4%	1,000	-	0%
101-16-6040	Transportation & Lodging	1,000	-	0%	1,000	-	0%
101-16-6050	Mileage	400	-	0%	400	234	59%
101-16-6120	Postage	400	704	176%	400	256	64%
101-16-6200	Office Supplies	2,000	5,224	261%	4,500	2,775	62%
101-16-6210	Special Departmental Supplies	16,100	-	0%	1,500	784	52%
101-16-6230	Computer & Website Services	4,000	12,136	303%	5,000	7,847	157%
101-16-6240	PERS UAL Payment	12,920	12,490	97%	12,920	10,918	85%
101-16-6241	PERS Replacement Benefit Contribution	3,000	2,858	95%	3,000	5,447	182%
101-16-6242	PERS SSA 218 Annual Fee	200	-	0%	200	-	0%
101-16-6250	Copier & Duplications	-	1,048	#DIV/0!	-	75	#DIV/0!
101-16-6300	Insurance	40,000	42,609	107%	57,000	53,762	94%
101-16-6400	Utilities	5,500	10,197	185%	8,000	8,056	101%

## Expenditures

Account Description		2022-23 Budget	2022-23 YTD @ 06/30/2023		2023-24 Budget	2023-24 YTD @ 01/31/2024	
101-16-6440	Telephone	2,000	2,210	111%	2,000	1,227	61%
101-16-6450	Building Operations	2,000	439	22%	1,000	1,995	200%
101-16-6460	Building & Cleaning Service	4,000	5,836	146%	4,000	4,256	106%
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	-	0%	10,000	-	0%
		188,148	183,322	97%	199,048	138,818	70%
<b>Engineering Division:</b>							
101-19-7230	Contracted Engineering Services	80,000	62,325	78%	70,000	38,011	54%
101-19-7231	Lemon Ave Trail Proj - Grant Exp Acct_FY 2023/24	-	-	#DIV/0!	-	226,611	#DIV/0!
		-	-	#DIV/0!	-	264,622	#DIV/0!
<b>Planning, Zoning &amp; Development Division:</b>							
101-20-6020	Meetings & Conferences	-	-		100	-	
101-20-6120	Postage	300	-	0%	300	1,926	642%
101-20-6210	Special Department Supplies	300	-	0%	300	-	0%
101-20-6240	Environmental Filing Fees	-	-	#DIV/0!	-	-	#DIV/0!
101-20-7210	City Planner Retainer	46,800	31,200	67%	46,800	19,500	42%
101-20-7220	Contracted Building & Safety	90,000	82,800	92%	100,000	29,988	30%
101-20-7240	City Planner Special Service	10,000	8,828	88%	15,000	6,518	43%
101-20-7245	General Plan update	15,000	82,903	553%	20,000	26,813	134%
101-20-7075	Development Code Update	-	-	#DIV/0!	-	-	#DIV/0!
		162,400	205,731	127%	182,500	84,745	46%
<b>Parks &amp; Landscape Maintenance Division:</b>							
101-21-7015	Royal Oaks Trail Maintenance	10,000	14,232	142%	10,000	9,687	97%
101-21-7020	City Hall Grounds Maintenance	7,500	4,836	64%	7,500	4,075	54%
101-21-7021	Hillside Open Space Acquisition	-	-		-	1,096	#DIV/0!
101-21-7025	Trail Maintenance	10,000	8,978	90%	10,000	750	7%
101-21-7035	Mt.Olive Entrance & Trail	12,000	6,831	57%	12,000	8,006	67%
101-21-7045	Lemon/RO Horse Trail	7,000	1,651	24%	7,000	2,181	31%
101-21-7060	Street Tree Trimming	15,000	8,245	55%	5,000	2,750	55%
		61,500	44,773	73%	51,500	28,545	55%
<b>Public Safety Division:</b>							
101-23-6210	Special Departmental Services	50	52	104%	50	1	2%
101-23-6210	Hazard Mitigation Plan Update	-	-		15,000	-	0%
101-23-7410	Contract Services Sheriff	128,000	107,295	84%	139,463	68,981	49%
101-23-7420	City Hall Security	3,500	2,976	85%	3,500	1,685	48%
101-23-7450	Code Enforcement	1,500	1,549	103%	1,500	480	32%
101-23-7757	AED Purchase	-	-	#DIV/0!	-	-	#DIV/0!
		133,050	111,872	84%	159,513	71,147	45%
<b>Emergency Preparedness Division:</b>							
101-24-6010	Seminars & Training	100	44	44%	100	-	0%
101-24-6020	Meetings & Conferences	500	27	5%	500	-	0%
101-24-6030	Memberships & Dues	450	900	200%	450	900	200%
101-24-6100	Events & Awards	200	-	0%	200	-	0%
101-24-6470	Maintenance & Supplies	5,000	1,615	32%	5,000	1,313	26%
101-24-6480	Civic Center Generator	300	-	0%	300	1,555	518%
		6,550	2,586	39%	6,550	3,768	58%
<b>Animal &amp; Pest Control Division:</b>							
101-25-7000	Animal Control Services	8,500	10,811	127%	10,500	8,068	77%
101-25-7010	Pest Control Services	500	-	0%	500	-	0%
		9,000	10,811	120%	11,000	8,068	73%
<b>Intergovernmental Relations Division:</b>							
101-30-6030	Memberships & Dues	11,000	11,479	104%	12,000	9,384	78%
		11,000	11,479	104%	12,000	9,384	78%
<b>General Fund Totals</b>		<b>1,019,101</b>	<b>1,079,385</b>	<b>106%</b>	<b>1,086,995</b>	<b>927,304</b>	<b>85%</b>



## Expenditures

Account Description		2022-23 Budget	2022-23 YTD @ 06/30/2023	2022-23 %	2023-24 Budget	2023-24 YTD @ 01/31/2024	2023-24 %
<b>Utility Users Tax Fund:</b>							
102-42-7630	NPDES Stormwater Compliance	1,600	11,729	733%	16,000	11,920	75%
102-42-7631	RH/SGRWM Joint Powers Authority			#DIV/0!		28,559	#DIV/0!
		1,600	11,729	#DIV/0!	16,000	40,479	#DIV/0!
<b>Deposits Fund:</b>							
103-00-2039	Chadwick Ranch Development	50,000	-	0%			#DIV/0!
103-00-2040	1901 Royal Oaks Dr. North		-	#DIV/0!		3,890	#DIV/0!
		50,000	-	0%	-	3,890	#DIV/0!
<b>Long Term Planning Fee Fund:</b>							
112-20-7245	General Plan Expense		-	#DIV/0!	-	-	#DIV/0!
		-	-	#DIV/0!	-	-	#DIV/0!
<b>Technology Fee Fund:</b>							
113-20-4500	Permit Digitizing	-	-	#DIV/0!		600	#DIV/0!
113-20-7730	Website	5,000	1,800	36%	5,000	1,158	23%
113-20-7040	Non-Capitalized Equipment - Sonic Firewall				10,000		
113-20-8120	Capital Equipment-Server & Copier	12,000	10,770	90%	14,000	8,149	58%
		17,000	12,570	74%	29,000	9,907	34%
<b>Gas Tax Fund:</b>							
200-48-6400	Utilities-Select System	11,000	11,357	103%	10,500	9,616	92%
200-48-6410	Street Lights	11,000	11,124	101%	10,500	7,714	73%
200-48-7000	PW Contract Services	600	406	68%	600		0%
200-48-7290	Street Sweeping	4,000	3,651	91%	4,000	678	17%
200-48-7750	Wild Rose Project	6,430	605	9%	6,430		0%
		33,030	27,143	82%	32,030	18,008	56%
<b>Slurry Seal Tax Fund:</b>							
201-48-7750	Wild Rose Project	61,070	20,055	33%	28,070	11,035	39%
201-48-7755	City Wide Slurry Seal			#DIV/0!			#DIV/0!
		61,070	20,055	33%	28,070	11,035	39%
<b>Prop. A Fund:</b>							
203-00-7600	Sale of Prop. A Funds						
		-	-	#DIV/0!	-	-	#DIV/0!
<b>Prop. C Fund:</b>							
204-20-6030	Memberships & Dues	400	-	0%	400		0%
204-40-7325	Transit Services	8,449	7,744	92%	8,449	4,224	50%
204-48-7745	Royal Oaks North Curb Extension				-		
204-48-7750	Wild Rose Project	21,220	604		21,220		
		30,069	8,348	28%	30,069	4,224	14%
<b>Transportation Development Act Fund:</b>							
205-48-7045	RO Trail	5,000	856	17%	4,000		0%
205-48-7720	Lemon/RO Horse Trail Project	-	-	#DIV/0!	-		#DIV/0!
205-48-7735	Royal Oaks & Mt. Olive Trail Rehab.	-	-	#DIV/0!	-		#DIV/0!
205-00-7760	Return of Funds	-	-	#DIV/0!	-		#DIV/0!
		5,000	856	#DIV/0!	4,000	-	#DIV/0!
<b>Sewer Fund:</b>							
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!
<b>STPL Fund:</b>							
208-48-7750	Wild Rose Project	1,055	-	0%	1,055	-	0%
		1,055	-	0%	1,055	-	0%
<b>Recycling Grant Fund:</b>							
209-35-7300	Recycling Education	5,000	6,695	134%	5,000	503	10%
		5,000	6,695	1	5,000	503	0

# Expenditures

Account Description	2022-23 Budget	2022-23 YTD @ 06/30/2023		2023-24 Budget	2023-24 YTD @ 01/31/2024	
<b>Measure R Fund:</b>						
210-48-7750 Wild Rose Project	88,739	28,321	32%	82,739	4,048	5%
	88,739	28,321	32%	82,739	4,048	5%
<b>Measure M Fund</b>						
212-48-7750 Wild Rose Project	58,470	-	0%	93,470		0%
	58,470	-	0%	93,470	-	0%
<b>Measure W Fund</b>						
213-42-7630 NPDES Stormwater Compliance	50,506	47,537		50,506	1,356	
	50,506	47,537	94%	50,506	1,356	3%
<b>Citizen's Option for Public Safety (COPS) Fund:</b>						
215-23-7410 Contract Services Sheriff			#DIV/0!			#DIV/0!
215-23-7411 Contract CSO Services & Supplies	55,000	124,884	227%	149,528		
	55,000	124,884	227%	149,528	-	
<b>County Park Grant:</b>						
217-21-7650 Civic Center Park	1,000	-	0%	1,000		0%
	1,000	-	0%	1,000	-	0%
<b>Fire Safe Grant 14-USFS-SFA-0053:</b>						
219-21-7761 Community Wildfire Protection Plan	5,000	1,885	38%			#DIV/0!
	5,000	1,885	38%	-	-	#DIV/0!
<b>ARPA Fund:</b>						
220-00-5000 Operating Transfers Out	132,500	-	0%			#DIV/0!
220-00-6215 ARPA Expenses	5,300	-	0%			#DIV/0!
	137,800	-	0%	-	-	#DIV/0!
<b>Total Expenditures</b>	<b>1,619,440</b>	<b>1,369,408</b>	<b>85%</b>	<b>1,609,462</b>	<b>1,020,754</b>	<b>63%</b>

## RESOLUTION NO. 24-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, APPROVES THE DEMANDS & WARRANTS FOR PRE-RELEASE CHECKS #17831 through 17835 TOTALLING \$2,231.86 and REGULAR CHECKS #17836 through 17858, PAYROLL, ACH, EFT AND & EMPLOYEE BENEFITS TOTALLING \$311,239.11

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

### **Section 1. Pre-Release Checks**

That the demands as set forth hereinafter are approved and warrants authorized to be drawn from the General Checking account for Pre-Release checks from said demands in the amount of **\$2,231.86** during the month of **February, 2024**.

CHECK #	VENDOR/INVOICE #	INVOICE DESCRIPTION	SUBTOTAL	TOTAL PAID
17831	LA County Treasurer - Tax Collector	<u>Acquisition/Object to Sale:</u> AIN 8527-001-001 AIN 8527-001-012 AIN 8527-001-008 AIN 8527-001-009 Acct. 101.21.7021		\$1,096.00
17832	Priority Landscape Inv. #15447	<u>Landscape Services Aug '23</u> Replace (2) 1" valves RO Trail Acct. 205.48.7045		\$550.00
17833	Dept. Conservation	<u>4th Qtr. 2023</u> Seismic Hazard Mapping Fee Acct. 101.20.7220		\$286.46
17834	Building Standards Special Revolving Fund Due 1.31.24	<u>3rd Qtr. Fee 2023</u> Permit Fees due to State of Calif. Acct. 101.20.7220		\$64.40
17835	More Services Inv. #E2024-056	<u>Postage APN Mailing Lists</u> Acct. 101.20.6120		\$235.00

## Section 2. Regular Checks

That the demands as set forth hereinafter are approved and warrants authorized to be drawn from the General Checking Account for Regular Checks from said demands in the amount of **\$70,742.44** during the month of **February 2024.**

CHECK #	VENDOR/INVOICE #	INVOICE DESCRIPTION	SUBTOTAL	TOTAL PAID
17836	US Bank Corporate Visa	<u>3 Accounts (below)</u>		
		Kevin	\$313.44	
		Diane	\$733.79	
		Mario	<u>\$102.11</u>	
		<u>Mario Flores Visa Card</u>		
		Dream Garage & Gate fence quote	\$47.00	
		Acct. 101.21.7025		
		Air Filter for projector	\$55.11	
		Acct. 101.16.6200		
		<u>Diane Jensen Visa Card</u>		
		Stamps.com (Postage)	\$19.99	
		Acct. 101.16.6120		
		Amzn HDMI cable ports	\$15.07	
		Acct: 113.20.8120		
		Amzn Power Strips	\$55.80	
		Acct: 101.16.6470		
		Walmart: Binders, tape, envelopes	\$42.97	
		Acct. 101.16.6200		
		Amzn: Work Compliance Poster	\$29.51	
		Acct: 101.16.6200		
		Staples: Adams Tax Kits 2023	\$59.11	
		Acct. 101.16.6450		
		Broadvoice (city hall phone)	\$209.99	
		Acct. 101.16.6440		
		Amzn. 5 printer toners	\$397.12	
		Acct: 101.16.6250		
		Amzn: Credit for one printer toner	<b>-\$95.77</b>	
		<u>Kevin Kearney Visa Card</u>		
		Been Verified- January '24	\$52.44	
		Acct. 113.20.8120		
		Cal ICMA Dinner@CM Conf	\$60.00	
		Acct. 101.12.6025		
		PayPal-CM Jan.'24 Mtg Dinner	\$50.00	
		Acct. 101.12.6025		
		Nat'l Notary Asscn Ins. Bond	\$136.00	
		Acct. 101.12.6025		
		UPS Notary affidavit Check Fraud	\$15.00	
		Acct. 101.14.6210		

CHECK #	VENDOR/INVOICE #	INVOICE DESCRIPTION	SUBTOTAL	TOTAL PAID
17837	Arroyo Plumbing, Inc. Inv. #Q35233	<u>Back Flow Test 2256 Gardi St.</u> Acct. 101.21.7035		\$85.00
17838	Rio Hondo S G WMA Inv. #24-CIMP-02	<u>Annual Integrated Monitoring Program</u> <u>Cost Share FY '23-'24</u> 2021-2025 Annual Required Services 2021-2025 Allocation for Prep Measure W 2023-2025 Cost Approved Services	\$41,211.31 \$1,018.40 \$5,307.41	\$47,537.12
17839	US Bank	<u>Custody Charges February '24</u> Acct. 101.14.7010		\$35.00
17840	VCA The Code Group Inv. # 84156 Inv. #83714 Inv. #83591 Inv. #83444 Inv. #84210 Inv. #84057 Inv. #83887 Inv. #83737 Inv. #83620 Inv. #83295 Inv. #83887 Inv. #83737 Inv. #83620 Inv. #83295	<u>Code and Planning</u> Plan Check Services Jan '24 Plan Check Services Oct. '23 Plan Check Services Sept. '23 Plan Check Services Aug. '23 Acct. 101.20.7220 Retainer J. Kasama Jan. '24 Retainer J. Kasama Dec. '23 Retainer J. Kasama Nov. '23 Retainer J. Kasama Oct '23 Retainer J. Kasama Sept '23 Retainer J. Kasama July '23 Acct. 101.20.7210 J. Kasama 8.5 hr OT Nov '23 J. Kasama 6.0 hr OT Oct '23 J. Kasama 54.5 hrs OT Sept '23 J. Kasama 1hr OT July '23 Acct. 101.20.7240	\$23,402.45 \$20,869.33 \$3,376.10 \$4,392.28  \$3,900.00 \$3,900.00 \$3,900.00 \$3,900.00 \$3,900.00 \$3,900.00  \$1,402.50 \$990.00 \$8,992.50 \$165.00 \$86,990.16	

CHECK #	VENDOR/INVOICE #	INVOICE DESCRIPTION	SUBTOTAL	TOTAL PAID
17841	Priority Landscape Inv# 16348	<u>Landscape Services Feb '24</u> City Hall: Acct. 101.21.7020	\$239.74	\$1,479.51
		R.O. Drive North: Acct. 101.21.7015	\$461.02	
		Mt. Olive Dr. Acct. 101.21.7035	\$617.22	
		Lemon Trail: Acct. 101.21.7045	\$161.53	
17842	Priority Landscape Inv. #16304	<u>Landscape Services</u> Replace (1) 1" leaking valve Mt. Olive Acct. 101.21.7035		\$540.00
17843	Coverall Inv. #1527153859	<u>Office Cleaning – Feb. '24</u> Acct. 101.16.6460		\$394.00
17844	Consensus Inv. #2898111	<u>E-Fax February '24</u> Acct. 101.16.6230		\$10.00
17845	RKA  Inv. #34333  Inv. # 34334  Inv. # 34365  Inv. #34366	<u>Engineering Services Dec'23</u> Bradbury Wildrose St. Widening Acct: 201.48.7750	\$204.50	\$14,306.15
		Lemon Ave. Trail Acct. 101.19.7230	\$11,959.65	
		Development Projects Acct. 101.19.7230	\$1,974.00	
		Starlite Dr. Sewer Extension Acct. 101.19.7230	\$168.00	
17846	HPC Computers, Inc Inv. #M1070	<u>Office Laserjet Printer Repair</u> Acct. 101.16.6250		\$509.77
17847	Suresh Malkani	<u>Finance Director Jan. '24</u> 35.50 hrs. Acct. 101.14.5010		\$3,216.17
17848	LA County Sheriff Inv. #241717EC	<u>Law Enforcement Dec. '23</u> Acct. 101-23-7410		\$11,650.23
17849	Post Alarm Services Inv # 1658826	<u>City Hall Alarm March '24</u> Acct. 101.23.7420		\$146.23
17850	Pasadena Humane Society Inv#JAN2024Bradbury	<u>Animal Control January '24</u> Acct. 101-25-7000		\$1,012.28



17851	Kevin Kearney Reimbursement	<u>Monthly Cell Phone Feb. '24</u> Acct. 101.12.6440	\$75.00
17852	Jones Mayer, Attorneys Inv. #120930 Inv. #120931 Inv. #120694 Inv. #120695 Inv. #120697	<u>Outside Counsel Jan '24 Fees</u> General Retainer 101.15.7020 150 Sawnit Recvrsn 101.15.7450 Code Enforcement -101.15.7450 Grow Monrovia 101.15.7070 Zoning/Gen. Plan 101.15.7075	\$3,000.00 \$342.00 \$342.00 \$2,650.50 \$228.00 \$6,562.50
17853	League of Cali. Cities Inv.#11717-K0PED0	<u>CA Dues for 2024</u> Acct. 101.30.6030	\$612.00
17854	TeamLogic IT Inv. #8620	<u>IT Assistance</u> Replace Switch/Infrastructure Acct. 113.20.7040	\$247.74
17855	Atlas Planning Services Inv. #1599	<u>Hazard Mitigation Plan Services</u> 1st of 6 payments Total = \$42090.00 Acct. 113.20.7040	\$6,191.00
17856	Olympus Party Rentals Quote 229424327	<u>Deposit for June 2024 BNO</u> Acct 101.11.6100	\$226.95
17857	Revize, LLC Inv. #17796	<u>Annual Hosting and Maintenance</u> Acct. 113.20.7730	\$1,800.00
17858	City of Monrovia Inv.# 2401077	<u>City Transportation Dec. '23</u> Acct. 204.40.7325	\$704.07

### Section 3. Payroll

That the demands as set forth hereinafter are approved and warrants authorized to be drawn from the General

Checking Account for from said demands in the amount of **\$19,379.59** during the month of **February 2024**.

ACH	Kevin Kearney City Manager	<u>Salary</u> Acct. 101.12.5010 <u>Withholdings</u> Acct. 101.00.2011	\$15,833.33 -\$4,250.37	\$11,582.96
ACH	Diane Jensen City Clerk	<u>Salary</u> Acct. 101.13.5010 <u>Withholdings</u> Acct. 101.00.2011 <u>PERS Pepra</u> Acct: 101.13.5100	\$6,145.83 -\$1,581.67 -\$476.30	\$4,087.86
ACH	Mario Flores M. Analyst	<u>Salary</u> Acct. 101.16.5010 <u>Withholdings</u> Acct. 101.00.2011 <u>PERS Pepra</u> Acct: 101.16.5100	\$5,416.66 -\$1,288.09 -\$419.80	\$3,708.77

#### Section 4 - ACH Payments

That the demands as set forth hereinafter are approved and warrants authorized to be drawn from the General Checking Account for payments from said demands in the amount of **\$9,285.31** during the month of **February, 2024.**

ACH	EDD – Feb. '24	<u>Employee Development Dept.</u>		
		State Tax Withholdings	\$1,401.72	
		SDI	\$246.56	\$1,648.28
		Acct. 101.00.2011		
ACH	EDD - Feb. '24	<u>Annual Tax Employee Dev. Dept.</u>		
		Unemployment Insurance (UI) (1.5% x \$7000) = \$105 x 2	\$210.00	
		Employee Tax Training (ETT) (\$7000 x 1%) = \$7.00 x 2	\$14.00	\$224.00
		Acct. 101.13.5100 (D. Jensen)		
		Acct. 101.16.5100 (M. Flores)		
ACH	IRS - Feb. '24	<u>Internal Revenue Department</u>		
		Federal Tax Withholdings	\$3,529.85	
		S. Security (employee)	\$1,544.57	
		S. Security (City)	\$1,544.57	
		Medicare (Employee)	\$397.02	
		Medicare (City)	\$397.02	\$7,413.03
		Acct. 101-00-2011		



### Section 5 - EFT Payments

That the demands as set forth hereinafter are approved and warrants authorized to be drawn from the General Checking Account for payments from said demands in the amount of **\$2,905.19** during the month of **February, 2024.**

EFT	Cal American Water Acct: 1175512069 Due: 02.02.2024	<u>2256 Gardi Street</u> Service 12.08.23 - 01.09.24 Acct. 200.48.6400	Paid on 02.01.2024	\$71.96
EFT	Cal American Water Acct: 210020461222 Due: 02.02.2024	<u>2410 Mt. Olive Ln. IRRIG.</u> Service 12.08.23 - 01.09.24 Acct. 200.48.6400	Paid on 02.01.2024	\$60.34
EFT	Cal American Water #210021468844 Due: 02.02.2024	<u>301 Mt. Olive St. IRRIG</u> Service 12.08.23 - 01.09.24 Acct. 200.48.6400	Paid on 02.01.2024	\$268.12
EFT	Spectrum Inv. #00101050122323 Due: 02.09.2024	<u>Office Internet</u> Service 01.23.24 - 02.22.24 Acct. 101.16.6230	Paid on 02.06.2024	\$169.98
EFT	Southern CA Edison No. 8001919708 Due: 02.12.2024	<u>600 Winston City Hall</u> Service 12.21.23 - 01.22.24 Acct. 101.16.6400	Paid on 02.09.2024	\$287.15
EFT	Southern CA Edison No. 700096844036 Due: 02.12.2024	<u>2298 Gardi Street</u> Service 12.21.23 - 01.22.24 Acct. 200.48.6400	Paid on 02.09.2024	\$47.73
EFT	So. Calif. Gas No. 12971762005 Due 02.13.2024	<u>600 Winston Ave.</u> Service 12.20.23 - 01.22.24 Acct. 101.16.6400	Paid on 02.09.2024	\$81.76
EFT	Southern CA Edison No. 700162442207 Due 2.22.2024	<u>600 Winston LS-1-Allnite</u> 12.01.23 - 12.31.23 Acct. 200.48.6410	Paid on 02.19.2024	\$1,098.92
EFT	Cal American Water No. 210019988024 Due: 02.28.24	<u>1775 Woodlyn Lane</u> 01.05.24 - 02.02.2024 Acct. 200.48.6400	Scheduled to pay on 02.26.2024	\$292.65
EFT	Cal American Water No. 210019989065 Due: 02.28.24	<u>600 Winston Avenue</u> 01.05.24 - 02.02.2024 Acct. 101.16.6400	Scheduled to pay on 02.30.2024	\$33.98
EFT	Frontier	<u>City Hall Fire Alarm Service</u> Oct-23 Nov-23 Dec-23 Jan-24 Feb-24 Acct. 101.23.7420	\$86.08 \$101.63 \$101.63 \$101.63 \$101.63	\$492.60

### Section 6. - Employee Benefits

That the demands as set forth hereinafter are approved and warrants authorized to be drawn from the General Checking Account for payments from said demands in the amount of **\$8,350.98** during the month of **February, 2024.**

<u>Vision Insurance Feb. '24</u>				
ACH	Vision Service VSP	CM – Kearney (family)		
		Acct. 101.12.5100	\$61.07	
		CC – Jensen (single)		\$108.39
		Acct. 101.13.5100	\$23.66	
		MA – Flores (single)		
		Acct. 101.16.5100	\$23.66	
<u>Life &amp; ADD Feb. '24</u>				
ACH	The Standard Ins. #6430650001	CM – Kearney		
		Acct. 101.12.5100	\$9.65	
		CC – Jensen		\$28.95
		Acct. 101.13.5100	\$9.65	
		MA – Flores		
		Acct. 101.16.5100	\$9.65	
<u>Dental Insurance Feb. '24</u>				
ACH	Delta Dental Inv.# BE005847171	CM – Kearney (family)	\$124.86	
		Acct. 101.12.5100		
		CC – Jensen (single)	\$40.74	\$206.34
		Acct. 101.13.5100		
		MA – Flores	\$40.74	
		Acct. 101.16.5100		
<u>Health Insurance Feb. '24</u>				
ACH	AETNA Inv.# J1146370	CM – Kearney (family)		
		Acct. 101.12.5100	\$1,976.45	
		CC – Jensen (single)		\$3,515.75
		Acct. 101.13.5100	\$1,076.52	
		MA – Flores (single)		
		Acct. 101.16.5100	\$462.78	
ACH	CAL PERS – Feb. '24	City Manager – Kearney		
		Acct. 101.12.5100	\$2,707.50	
		City Clerk – Jensen		\$4,491.55
		Acct. 101.13.5100	\$948.30	
		M. Analyst – Flores		
		Acct. 101.16.5100	\$835.75	

**RESOLUTION 24-03**

**X**

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Richard Barakat  
Mayor

**ATTEST:**

*"I, Diane Jensen, City Clerk, hereby certify that the foregoing Resolution, being Resolution No. 24-03, was duly adopted by the City Council of the City of Bradbury, California, at a regular meeting held on the 19th of February, 2024 by the following roll call vote:"*

AYES:

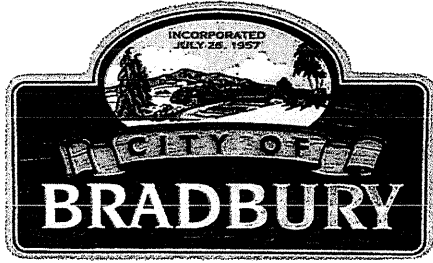
NOES:

ABSENT:

**X**

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Diane Jensen  
City Clerk



*Richard Barakat, Mayor (District 3)*  
*Richard Hale, Mayor Pro Tem (District 1)*  
*Monte Lewis, Council Member (District 2)*  
*Bruce Lathrop, Council Member (District 4)*  
*Liz 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: February 20, 2024

SUBJECT: Budget Amendment for FY 2023-24 re: Bradbury Night Out

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### **SUMMARY**

The action item requested of the City Council deals with a budget amendment for expenditures related to Bradbury Night Out (BNO) being held on June 20, 2024.

It is recommended that the City Council approve an appropriation to account #101-11-6100 (Events and Awards) in the amount of \$14,000 for FY 2023-24, which would allow budgeted expenditures in the line item for the 2024 Bradbury Night Out event.

### **DISCUSSION**

On October 17, 2023, the City Council unanimously voted to change the 2024 BNO date from late July to June 20, 2024. With BNO held on June 20, 2024, two (2) BNO events will be held in the same Fiscal Year (2023/24).

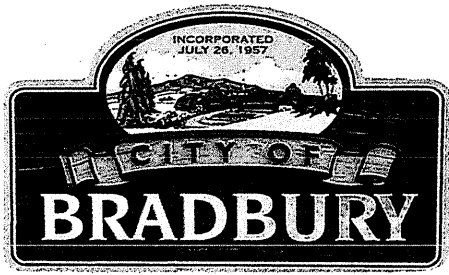
For the past many Fiscal Years, the City has budgeted \$14,000 to account for one (1) BNO event which consistently took place in late July. Due to the recent change in the BNO date for 2024, the expenditure has not been budgeted in the City's Fiscal Year 2023/24 budget to account for two (2) events. The Events and Awards expenditure account only accounts for one (1) event in the amount of \$14,000 and a majority of the funds have already been expended on BNO 2023.

This item is to approve appropriations in the amount of \$14,000 to account for the additional BNO event in FY 2023/24. Since two (2) BNO's were not budgeted in the City budget in advance, an appropriation is appropriate to ensure the line item has sufficient funding for the already approved BNO event that will take place on June 20, 2024. Moving

forward, such an appropriation will not be necessary if BNO continues to take place in June because the next BNO in June will be held in the subsequent Fiscal Year (2024/25).

**STAFF RECOMMENDATION**

It is recommended that the City Council approve an appropriation to account #101-11-6100 (Events and Awards) in the amount of \$14,000 for FY 2023-24, which would allow budgeted expenditures in the line item for the 2024 Bradbury Night Out event.



*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: February 20, 2024

SUBJECT: **ADOPT, WAIVE READING IN FULL, AND AUTHORIZE READING BY TITLE ONLY OF ORDINANCE NO. 390, AND READ THE TITLE OF ORDINANCE NO. 390, ENTITLED, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING CHAPTER 1 OF TITLE II OF THE BRADBURY MUNICIPAL CODE RELATION TO COUNCILMANIC ELECTIONS AND REORGANIZATION."**

ATTACHMENTS: 1) Ordinance No. 390

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### SUMMARY

During the January 16, 2024 meeting, the City Council introduced Ordinance No. 390, which would move the City's consolidated elections cycle from the alternating March/June cycle to the November cycle. Such a change would 1) update the City's Municipal Code since the language on elections is outdated, 2) lead to higher election participation since November election cycles tend to bring greater voter participation than the March/June cycle, and 3) result in greater costs savings during City elections since consolidated elections costs are spread out between a greater number of cities during the November elections cycle compared the March/June cycle.

Staff recommends that the City Council adopt, waive reading in full, and authorize reading by title only of Ordinance No 390, and read the title of Ordinance 390, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING CHAPTER 1 OF TITLE II OF THE BRADBURY MUNICIPAL CODE RELATION TO COUNCILMANIC ELECTIONS AND REORGANIZATION."

# **ATTACHMENT #1**

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## ORDINANCE NO. 390

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### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING CHAPTER 1 OF TITLE II OF THE BRADBURY MUNICIPAL CODE RELATING TO COUNCILMANIC ELECTIONS AND REORGINIZATION

**WHEREAS**, Bradbury Municipal Code section 2.01.040 (b) provides that “Beginning in 2018, the general municipal election will be held on the first Tuesday after the first Monday in June of each even-numbered year. The general municipal election will be consolidated with the statewide election”; and

**WHEREAS**, there are no longer statewide general elections in June of even numbered years; and

**WHEREAS**, Elections Code Sections 1301 and 10403.5 authorize the City to change the date of its general municipal election to coincide with the date of a statewide election; and

**WHEREAS**, in order to comply with California State law, and to increase potential voter turnout, the City Council wishes to consolidate its elections with the statewide general election conducted by the County of Los Angeles on the first Tuesday after the first Monday in November of even-numbered years, beginning in 2024; and

**WHEREAS**, Pursuant to Elections Code Section 10403.5 (b), and in order to accomplish the change in election date, the terms of all current incumbent City Council members will be increased by less than 12 months; and

**WHEREAS**, conforming changes regarding reorganization of the City Council and Planning Commission are also necessary.

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

**SECTION 1.** The above recitals are true and correct and incorporated fully herein.

**SECTION 2.** Bradbury Municipal Code section 2.04.01 (b) is amended to read as follows:

(b) Date. Beginning in 2024 the general municipal election will be held on the first Tuesday after the first Monday in November of each even-numbered year. The general municipal election will be consolidated with the statewide general election.



**SECTION 3.** Bradbury Municipal Code Section 2.06.060 (1) (Council reorganization) is amended to read as follows:

Sec. 2.01.060. - Council reorganization.

The City Council shall reorganize and select one of its members as Mayor, and one as Mayor Pro Tempore, as follows:

- (1) Council reorganization. Reorganization shall occur:
  - a. In even-numbered years, at the first regular meeting following the general municipal election held during the month of November; and
  - b. In odd-numbered years, at the first regular meeting held during the month of November; or
  - c. At such other times as a majority of the Council shall so order.

**SECTION 4. Extension of Terms of Office.** Pursuant to Elections Code Section 10403.5, due to the change of election date, the terms of office of those members of the City Council presently serving shall be extended as follows:

A. Those Councilmembers of the City of Bradbury whose terms of office would have, prior to the adoption of this Ordinance, expired following the March, 2024 general municipal election shall instead continue in their offices until certification of the results and administration of the oaths of office after the November, 2024 general municipal election of the City of Bradbury.

B. Those Councilmembers of the City of Bradbury whose terms of office would have, prior to the adoption of this Ordinance, expired following the June, 2026 general municipal election shall instead continue in their offices until certification of the results and administration of the oaths of office after the November, 2026 general municipal election of the City of Bradbury.

**SECTION 5.** Bradbury Municipal Code Section 2.04.250 (Organization) is amended to read as follows:

Sec. 2.04.250. - Organization.

The Planning Commission shall select its chairperson and vice-chairperson at its first regular meeting in the month of November of each year from among its appointed members for a term of one year and, subject to other provisions of law. The Planning Commission vice-chair shall become the chair, and the most senior member of the Planning Commission who has not previously served in as chair, shall be selected as vice-chair. If all members have previously served as chair, or the most senior member declines to serve as vice-chair, then the member whose service as chair was the least

recent shall be selected. The Planning Commission shall hold at least one regular meeting each month if there is any significant business to conduct. It shall adopt rules for transaction of business and shall keep a record of the resolutions, transactions, findings and determinations, which record shall be a public record.

**SECTION 6. Consolidated Election.** Pursuant to Elections Code 1301, the City hereby requests that the County of Los Angeles ("County") approve consolidation of the City's November City Council election with the statewide general election conducted by the County in November of each even-numbered year beginning in November 2024.

**SECTION 7. Effective Date.** Pursuant to Elections Code Sections 1301 and 10403.5, this Ordinance shall not become operative until approved by the County of Los Angeles Board of Supervisors.

**SECTION 8. Notice to Voters.** Pursuant to Elections Code Section 10403.5(e), within 30 days after the Ordinance becomes operative, the City Elections Official shall cause a notice to be mailed to all registered voters within the City of Bradbury informing the voters of the change in the election date and the extended terms of the current elected City Councilmembers.

**SECTION 9. Cancellation of March, 2024 Election Date.** The adoption of this Ordinance shall serve to cancel the March, 2024 election, and shall set the next general municipal election of the City of Bradbury on November 5, 2024 each election, thereafter, shall be in consolidation with the County of Los Angeles statewide elections held on the first Tuesday after the first Monday in November of even-numbered years.

**SECTION 10.** 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 11.** The City Clerk shall certify to the adoption of this Ordinance.

**PASSED, APPROVED and ADOPTED** this 20<sup>th</sup> day of February, 2024.

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Rick Barakat  
Mayor

**ATTEST:**

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Diane Jensen  
City Clerk

STATE OF CALIFORNIA                    )  
COUNTY OF LOS ANGELES                ) ss.  
CITY OF BRADBURY                        )

I, Diane Jensen, City Clerk of the City of Bradbury, do hereby certify that the foregoing ordinance, being Ordinance No. 390, 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 20<sup>th</sup> day of February, 2024, that it was duly posted and that the same was passed and adopted by the following vote, to wit:

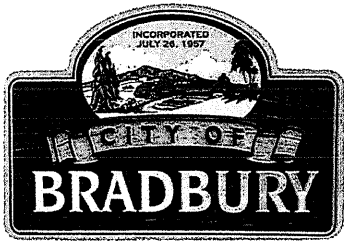
**AYES:**

**NOES:**

**ABSENT:**

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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: Mario Flores, Management Analyst

DATE: February 20, 2024

SUBJECT: **Pet Waste Station – Lemon Avenue Trail**

ATTACHMENTS: 1. Photo of Potential Location

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### **SUMMARY**

It is recommended that the City Council approve the purchase and installation of a pet waste station for the newly constructed Lemon Avenue Trail at an approximate not-to-exceed amount of \$3,682.

### **BACKGROUND**

In January 2024, the City officially completed the Lemon Avenue Trail Project (Project). The pathway improvements consist of a 4" thick stabilized decomposed granite trail material with a 1" x 4" composite header board along the south side of the street and it is completely within the existing 6' parkway. The Project also includes the installation of a 3' high, 2-rail, white vinyl fence along portions of the project. The new Lemon Avenue Trail extends from the west at 1404 Lemon Avenue, to the east at Winston Avenue along the 1550 Lemon Avenue frontage.

Recently, the resident at 1550 Lemon Avenue expressed a desire for a pet waste station on the new trail due to ongoing pet waste issues witnessed on it. In order to protect the City's newest asset, Staff is recommending to purchase and install a pet waste station on the Lemon Avenue Trail.

### **ANALYSIS**

The City currently has a pet waste station installed at every recreational trail aside from the new Lemon Avenue Trail. Pet waste stations are an important tool in preventing the spread of diseases and keeping city recreational trails clean. They are an

environmentally-friendly solution that provides economic benefits to the community while promoting responsible pet ownership. By installing pet waste stations, the City creates a safer, healthier, and more enjoyable environment for everyone.

Staff inquired about the most optimal location for a pet waste station on the Lemon Avenue Trail with RKA Consulting Group (RKA). RKA recommends installing the station directly behind the frontage near 1550 Lemon Avenue (Attachment 1).

### **FINANCIAL REVIEW**

Should the City Council desire to move forward with the pet waste station installation, the following is an estimate cost of one (1) station:

<b>Item</b>	<b>Estimated Cost</b>
Dog Waste System Sign	\$34
Dog Waste System Receptacle	\$215
Dog Waste System Dispenser	\$142
Installation	\$600
Dig alert marking removal (If needed)	\$2,300
<b>Estimated Total (Without Dig Alert Marking Removal)</b>	<b>\$991</b>
<b>Estimated Total (With Dig Alert Marking Removal)</b>	<b>\$3,682</b>

The City consulted with the Los Angeles County Department of Public Works (County) for an estimate to install the pet waste station. Initially, County gave the City an installation estimate of \$600, without the inclusion of additional labor needed if a dig alert marking removal is appropriate. If a dig alert marking removal is appropriate, the additional cost would be \$2,300. County will determine whether a dig alert marking is appropriate once they arrive on site to install.

Staff will attempt to have either Duarte or Monrovia install the pet waste station for a more competitive cost.

### **STAFF RECOMMENDATION**

It is recommended that the City Council approve the purchase and installation of a pet waste station for the newly constructed Lemon Avenue Trail at an approximate not-to-exceed amount of \$3,682.

# **ATTACHMENT #1**



