

**A G E N D A**  
**CITY COUNCIL  
OF THE CITY OF BRADBURY  
REGULAR MEETING**  
**Tuesday, June 18, 2024 – 7:00 PM**  
**BRADBURY CIVIC CENTER**  
**600 Winston Ave., Bradbury, CA 91008**

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**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. Please call the City Manager at 626.358.3218 at least 48 hours prior to the scheduled meeting for special assistance.

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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, May 21, 2024.
- B. Monthly Investment Report for the month of May, 2024
- C. Resolution No.24-09. Demands & Warrants for June 2024.
- D. Annual Adoption of the City's Investment Policy
- E. Resolution No. 24-10: Approval of GANN Appropriation Limit for Fiscal Year 2022-2023 and Approval of GANN Appropriation Limit for Fiscal Year 2023-2024

### **3. DISCUSSION ON SWITCHING THE AUTOMATED LICENSE PLACE READERS ON MOUNT OLIVE DRIVE TO THE FLOCK SYSTEM**

City Staff has fielded interest from City Councilmembers regarding the upgrade of the ALPRs to the Flock System. This item prompts a discussion on the item and addresses costs. A representative from the Los Angeles County Sheriffs Department and the Flock System will be present to answer any questions. It is recommended that the City Council direct staff on how to proceed.

### **4. FISCAL YEAR 2024-25 ANNUAL RATE ADJUSTMENT FOR SOLID WASTE COLLECTION AND RECYCLING**

Burrtec is proposing their annual rate adjustment for trash, recycling, manure, and green waste collection in the City of Bradbury. It is recommended the City Council approve the refuse collection and recycling rates to become effective July 1, 2024.

### **5. ADOPTION OF RESOLUTION NO. 24-11: ADOPTION OF BUDGET FOR FISCAL YEAR 2024-2025, RESOLUTION NO. 24-12: ALLOCATING THE CITY OF BRADBURY'S CITIZEN OPTION FOR PUBLIC SAFETY (COPS) FUNDS, AND RESOLUTION NO. 24-13: ALLOCATION OF THE CITY OF BRADBURY'S SB1 FUNDS**

The proposed Fiscal Year 2024-2025 budget is next year's budget forecast. It is recommended the City Council adopt Resolution No. 24-11, Resolution No. 24-12, and Resolution No. 24-13.

**6. AWARD OF CONTRACT TO IWORQ FOR A PERMIT MANAGEMENT SYSTEM FOR THE CITY OF BRADBURY**

It is recommended that the City Council approve the iWorQ system at a cost of \$6,300 for the first year and \$3,800 for subsequent years, and approve the City Manager (in consultation with the City Attorney) to enter into an agreement with iWorQ Systems.

**7. APPROVAL OF RESOLUTION NO. 24-14, WHICH EXECUTES ADOPTION OF THE MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT BY AND BETWEEN THE COUNTY OF LOS ANGELES AND THE CITY OF BRADBURY**

It is recommended that the City Council adopt Resolution No. 24-14, which executes the Municipal Law Enforcement Services Agreement by and between the County of Los Angeles and the City of Bradbury.

**8. CITY COUNCIL LIAISONS FOR FISCAL YEAR 2024/2025 AND CONSIDERATION OF RESOLUTION NO. 24-15 PERTAINING TO THE APPOINTMENTS TO THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS.**

This item prompts the City Council to discuss the 2024-25 organization and association assignments. It is recommended that the City Council designate City Council members to organizations and associations and adopt Resolution No. 24-15

**9. MATTERS FROM THE CITY MANAGER**

- a. Bradbury Night Out: June 20, 2024

**10. MATTERS FROM THE CITY ATTORNEY**

**11. 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***

**12. 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 Labor Negotiator

Agency Negotiator:	Cary S. Reisman, City Attorney
Unrepresented Employee:	City Manager
Authority Gov't Code Section:	54957.6

### REPORT FROM CLOSED SESSION

### ADJOURNMENT:

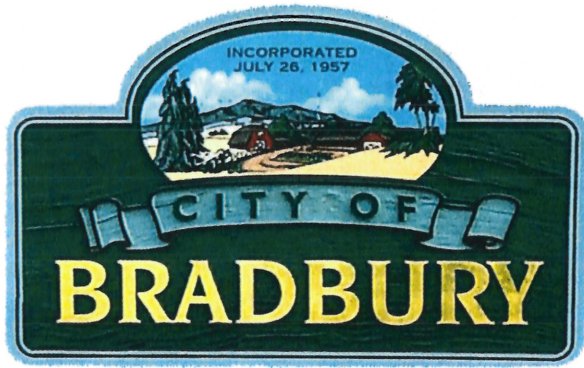
The City Council will adjourn to a Regular Meeting at the Bradbury Civic Center, 600 Winston Avenue, Bradbury, CA 91008 on Tuesday, July 16, 2024 at 7:00 p.m.

\* 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, June 14, 2024."*

  
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City Clerk – City of Bradbury





# **ACTION MINUTES**

## **CITY COUNCIL OF THE CITY OF BRADBURY**

### **REGULAR MEETING**

**Tuesday, May 21, 2024 – 7:00 P.M.**

**BRADBURY CIVIC CENTER**  
**600 Winston Avenue, Bradbury, CA 91008**

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#### **CALL TO ORDER**

The Regular Meeting of the City Council of the City of Bradbury was called to order by Mayor Barakat at 7:00 pm followed by the Pledge of Allegiance by Mayor Pro Tem Hale.

#### **ROLL CALL -**

**PRESENT:** Mayor Barakat, Mayor Pro Tem Hale and Councilmembers Lathrop, 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 Lewis made a motion to approve the agenda with Councilmember Lathrop seconding the motion which passed unanimously, 5:0.

**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.*

Attorney Reisman said he was not aware of any conflicts.

#### **1. PUBLIC COMMENT**

There was no public comment.

## **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, April 16, 2024.
- B. Monthly Investment Report for the month of April, 2024
- C. Resolution No. 24-08. Demands & Warrants for May, 2024.

Mayor Pro Tem Hale made a motion to approve the Consent Calendar and Councilmember Lewis seconded the motion. The motion passed 5:0.

### **3. APPROVAL OF UPDATED COSTS, PLANS, CONTRACT SPECIFICATIONS AND ADDENDUM TO ENVIRONMENTAL DOCUMENTS FOR THE BRADBURY ROAD WIDENING PROJECT**

City Engineer, Dave Gilbertson, explained the changes made to the original Bradbury Road Widening Project which were a result of the Grow Monrovia litigation settlement agreement. Because the Final IS/MND was previously certified, an Addendum with the changes was required and needed Council's approval. The changes are listed below:

- a. Lower overall project cost estimate of \$636,964.00 (*approximately \$100K lower*).
- b. Reduction in road widening at Wild Rose Avenue.
- c. Reduction in length and height of proposed retaining wall.
- d. Estates wall height to be increased to match the proposed wall height.
- e. Reduction in total number of Oak trees impacted
- f. Construction start date changed from 08.01.24 to after 09.15.24 to avoid the necessity of another bird survey due to bird nesting season over.
- g. City engineer authorized to advertise and receive formal bids until June 27, 2024 so award of bid can be announced at July 16, 2024 City Council meeting.
- h. April 2025, same fiscal year project estimated completion date.

Mayor Pro Tem Hale made a motion to approve the project's new estimated total cost; the new plans and specs; the City Engineer advertising and receiving formal bids; and the Addendum to the Final IS/MND Document and Mitigated Measures for the project. Councilmember Bruny seconded the motion which passed unanimously 5:0.

**4. PROPOSED FORECAST OF FISCAL YEAR 2024-2025**

This item discusses the proposed upcoming budget and reviews the City's resource priorities. After the discussion, Staff will bring back the budget, with any appropriate resolutions, to the June City Council meeting for adoption.

The City Council provided feedback. No formal action was taken.

**5. DISCUSSION ON CITYWIDE STREET SIGN REPLACEMENT**

The City of Bradbury needs new street signs due to the current signs being either faded, barely legible, wobbly and overall deteriorated-looking. Council was shown many street sign photos from other cities and from Bradbury too. Council wants a sign with a color that won't fade or become non-legible 20 years from now. They want a sign that is thick, double-sided with a white non-wood post that won't wobble with time. They liked signs with two street names in the shape of a "plus +" sign. They liked our current street signs if they had the qualities just stated.

No formal action taken other than to start this project with the currently erected 35 street name signs and then discuss subject matter again at subsequent City Council meeting.

**6. DISCUSSION ON BRADBURY NIGHT OUT AUDIO AND CSARTS JAZZ BAND**

Staff discussed a higher estimated audio rental fee due to providing additional speakers in the front parking lot to accommodate the band being heard. Because the Safety Committee had concerns about the jazz music being too loud for the guest animals, Staff phoned the guest animal caretaker who stated the animals would be just fine with the music playing and not in any risk of injuries.

Council elected to stay with the original audio estimate of one set of speakers at \$900 with the band playing in the front parking lot.

**7. DISCUSSION ON CITY COUNCIL ACCESS TO CITY HALL**

There were no motions to address or vote on between the Council.

**8. MATTERS FROM THE CITY MANAGER**

Bradbury Night Out on June 20, 2024 from 6-8 pm and Supervisor Barger's breakfast meeting at 8:30 am, Wednesday May 29, 2024.

**9. MATTERS FROM THE CITY ATTORNEY**

Nothing to discuss.

## 10. MATTERS FROM THE CITY COUNCIL

<b>Mayor Barakat</b>	<i>Wants City generator checked the 1<sup>st</sup> of each month</i>
<b>Mayor Pro Tem Hale</b>	<i>Staff to provide information on security cameras and plate reader machines at June Council meeting.</i>  <i>Ongoing discussions with Monrovia Police Captain and City Manager Kearney about Monrovia PD working in Bradbury but no resolution yet.</i>
<b>Councilmember Lathrop</b>	NONE
<b>Councilmember Bruny</b>	NONE
<b>Councilmember Lewis</b>	NONE

## 11 ITEMS FOR FUTURE AGENDAS NONE

## CLOSED SESSION

**CALL TO ORDER/ROLL CALL** – Meeting called to order by Mayor Barakat at 8:11 pm.

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

**ABSENT:** None.

**STAFF:** City Attorney Reisman.

## PUBLIC COMMENT – REGARDING CLOSED SESSION ONLY

No public in attendance

## RECESS TO CLOSED SESSION REGARDING:

### A. Public Employee Performance Evaluation

Government Code Section 54957 (b)(4)

Title: City Manager

### B. Conference with Labor Negotiator

Agency Negotiator: Cary S. Reisman, City Attorney

Unrepresented Employee: City Manager

Authority Gov't Code Section: 54957.6

## REPORT FROM CLOSED SESSION

At 9:00 pm, Attorney Reisman stated the session conducted as predicted. He will prepare recommendations and provide to Council prior to next meeting in June.

## **ADJOURNMENT**

At 9:02 pm, the Regular Meeting was adjourned to a Regular Meeting at the Bradbury Civic Center, 600 Winston Avenue, Bradbury, CA 91008 on Tuesday, June 18, 2024 at 7:00 pm.

### **SIGNED BY:**

**06.18.2024**

\_\_\_\_\_  
**RICHARD G. BARAKAT, MAYOR**  
City of Bradbury

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

### **ATTEST:**

**06.18.2024**

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

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

# **City of Bradbury** **Monthly Investment Report** **May-24**

## **CASH ON DEPOSIT BY ACCOUNT**

## **CASH & INVESTMENTS ON DEPOSIT BY FUND**

**Bank Accounts:**  
Wells Fargo Bank - General Checking

Amount	Maturity	Interest Rate
\$ 320,410.70	n/a	0%

**Investments:**  
Local Agency Investment Fund (LAIF)

\$ 3,554,327.30	n/a	4.33%
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Texas Exchange Bank Crowley CD  
Metro Credit Union  
BMW Bank of NA  
BMO Bank of NA  
Treasury Bills  
Treasury Bills

\$ 249,000.00	07.09.2024	0.50%
\$ 243,000.00	07.26.2024	5.55%
\$ 248,000.00	12.10.2024	0.90%
\$ 240,000.00	10.14.2025	5.35%
\$ 999,870.90	10.03.2024	5.30%
\$ 400,079.50	01.23.2025	4.70%

**Total** \$ 6,254,688.40

**Total**

\$ 6,254,688.40

Funds	Amount
General Fund (101)	\$4,752,081.19
Utility Users Tax Fund (102)	\$508,364.45
Deposits Fund (103)	(\$2,850.31)
Long Term Planning Fee Fund (112)	\$11,907.96
Technology Fee Fund (113)	\$11,829.95
Gas Tax Fund (200)	\$5,876.81
SB 1 Gas Tax Fund (201)	\$6,268.70
Prop A Fund (203)	\$78,705.12
Prop C Fund (204)	\$44,456.25
TDA Fund (205)	\$314.56
Sewer Fund (206)	\$0.00
STPL Fund (208)	\$1,085.98
Recycling Grant Fund (209)	\$9,279.38
SB 1383 Organic Waste Recycling (209)	\$20,103.00
Measure R Fund (210)	\$69,192.41
Measure M Fund (212)	\$96,492.81
Measure W Fund (213)	\$17,464.06
COPS Fund (215)	\$594,603.91
County Park Grant Fund (217)	\$9,523.22
CWPP Grant Fund (219)	\$19,988.95
ARPA Fund (220)	\$0.00

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:

 6/12/24

Reviewed By:

Laurie Silver

City Manager

Date

City Manager

Date

## Revenues

Acct. Number	Account Description	2022-23		2023-24 Budget	2023-24	
		YTD @ 06/30/2023			YTD @ 05/31/2024	
General Fund:						
101-00-4000	Operating Transfers In	-	#DIV/0!	-	-	#DIV/0!
101-00-4010	Property Tax-Current Secured	494,100	101%	490,000	513,129	105%
101-00-4030	Property Tax-Current Unsecured	18,069	90%	22,000	23,931	109%
101-00-4050	Property Tax Prior Year		#DIV/0!		-	#DIV/0!
101-00-4060	Public Safety Augmentation F	12,419	113%	12,300	11,059	90%
101-00-4070	Delinquent Taxes	10,043	112%	9,000	5,310	59%
101-00-4100	Sales & Use Tax	2,679	77%	2,500	1,677	67%
101-00-4110	Franchise Fee-Cable TV	18,640	93%	18,500	13,424	73%
101-00-4111	PEG Fees	3,737	#DIV/0!	3,750	7,977	213%
101-00-4120	Franchise Fee-SC Edison	23,934	120%	25,000	24,267	97%
101-00-4130	Franchise Fee-SC Refuse	32,866	131%	38,000	37,413	98%
101-00-4140	Franchise Fee-SC Gas Co.	4,518	129%	5,000	6,399	128%
101-00-4150	Franchise Fee-Cal Am Water	45,469	91%	46,000	43,401	94%
101-00-4160	AB939 Refuse Admin. Fee	-	0%	20,000	-	0%
101-00-4190	Real Property Transfer Tax	40,184	115%	35,000	4,967	14%
101-00-4200	Motor Vehicle In-Lieu	152,883	105%	145,000	158,900	110%
101-00-4210	Dist & Bail Forfeiture	509	127%	400	369	92%
101-00-4220	Fines-City	18,343	734%	2,500	53	2%
101-00-4350	Business License	30,721	106%	29,000	21,535	74%
101-00-4360	Movie & TV Permits	32,960	220%	15,000	13,390	89%
101-00-4370	Bedroom License Fee	46,350	713%	6,500	5,150	79%
101-00-4410	Variances & CUPs	3,269	200%	1,635	3,770	231%
101-00-4420	Lot Line Adjustment/Zone Changes	-	0%	1,500	31,058	2071%
101-00-4440	Subdivisions/Lot Splits	-	0%	1,500	4,844	323%
101-00-4460	Planning Dept. Review	28,864	80%	36,000	15,774	44%
101-00-4470	Building Construction Permit	143,770	144%	150,000	108,697	72%
101-00-4480	Building Plan Check Fees	37,569	38%	100,000	91,219	91%
101-00-4485	Landscape Plan Check Permit	4,168	42%	10,000	3,768	38%
101-00-4490	Green Code Compliance	16,142	65%	25,000	6,594	26%
101-00-4500	Civic Center Rental Fee	-	0%	900	900	100%
101-00-4530	Environmental & Other Fees	1,854	74%	2,500	1,810	72%
101-00-4540	City Engineering Plan Check	71,569	80%	70,000	58,397	83%
101-00-4600	Interest Income	90,418	753%	45,000	111,841	249%
101-00-4700	Sales of Maps & Publications	107	#DIV/0!	10	-	0%
101-00-4800	Other Revenue	39,931	#DIV/0!		956	#DIV/0!
101-00-4850	Cal-Am Loan Repayment	4,820	107%	4,500	-	0%
101-00-4900	Reimbursements	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!
Total General Fund Revenues		1,430,939	110%	1,378,995	1,375,247	100%
Utility Users Tax Fund:						
102-00-4600	Interest	4,080	34%	12,000	7,815	65%
102-00-4830	Electric	-	#DIV/0!	-	-	#DIV/0!
		4,082	34%	12,000	7,815	65%
Deposits Fund:						
103-00-2039	Chadwick Ranch Development	-	0%		-	#DIV/0!
103-00-2040	1901 Royal Oaks Dr. North	-	#DIV/0!		20,000	#DIV/0!

## Revenues

Acct. Number	Account Description	2022-23 YTD @ 06/30/2023		2023-24 Budget	2023-24 YTD @ 05/31/2024	
		-	#DIV/0!	-	20,000	#DIV/0!
<b>Long Term Planning Fee Fund:</b>						
112-00-4490	Long-Term Planning Fee	1,921	26%	3,500	3,486	100%
112-00-4600	LTP Fee Interest Income	52	42%	125	155	124%
		1,973	26%	3,625	3,641	100%
<b>Technology Fee Fund:</b>						
113-00-4520	Technology Fee	11,688	67%	10,000	7,333	73%
113-00-4600	Technology Fee Interest Income	103	19%	550	161	29%
		11,791	65%	10,550	7,494	71%
<b>Gas Tax Fund:</b>						
200-48-4260	Gas Tax	29,638	105%	28,250	32,594	115%
200-00-4600	Interest	10	4%	250	110	44%
		29,648	104%	28,500	32,704	115%
<b>SB1 Gas Tax Fund:</b>						
201-00-4260	Gas Tax	18,863	96%	19,700	19,297	98%
201-00-4600	Gas Tax Interest	70	9%	750	30	4%
		18,933	93%	20,450	19,327	95%
<b>Prop. A Fund:</b>						
203-40-4260	Prop. A Transit Funds	27,468	125%	22,000	22,082	100%
203-00-4600	Prop. A Transit Interest	287	48%	600	1,004	167%
		27,755	123%	22,600	23,086	102%
<b>Prop. C Fund:</b>						
204-48-4260	Prop. C Funds	22,784	127%	18,000	18,321	102%
204-48-4600	Prop. C Interest	173	49%	350	557	159%
		22,957	125%	18,350	18,878	103%
<b>Transportation Development Act Fund:</b>						
205-48-4260	TDA Funds	4,587	92%	5,000	2,139	43%
205-48-4600	TDA Interest		0%	30	-	0%
		4,587	91%	5,030	2,139	43%
<b>Sewer Fund:</b>						
206-00-4000	Transfers In		#DIV/0!	-	73,161	#DIV/0!
206-50-4600	Sewer Fund Interest	4	0%		-	#DIV/0!
206-50-4606	Winston Ave. Assessment	73,161	98%		-	#DIV/0!
		73,165	87%	-	73,161	#DIV/0!
<b>STPL Fund:</b>						
208-00-4600	STPL Interest	7	35%	20	16	80%
		7	35%	20	16	80%
<b>Recycling Grant Fund:</b>						
209-00-4260	Recycling Grant Funds	5,000	100%	5,000	-	0%
209-00-4600	Recycling Grant Interest	206	137%	150	435	290%
		5,206	101%	5,150	435	8%
<b>Measure R Fund:</b>						



## Revenues

Acct. Number	Account Description	2022-23 YTD @ 06/30/2023		2023-24 Budget	2023-24 YTD @ 05/31/2024	
210-48-4260	Measure R Funds	17,083	127%	13,500	12,246	91%
210-00-4600	Measure R Interest	527	44%	400	987	247%
		17,610	120%	13,900	13,233	95%
<b>Measure M Fund</b>						
212-48-4260	Measure M Funds	19,324	121%	16,000	13,838	86%
212-00-4600	Measure M Interest	487	61%	400	1,277	319%
		19,811	118%	16,400	15,115	92%
<b>Measure W Fund</b>						
213-48-4260	Measure W Funds	76,454	151%	50,506	-	0%
213-48-4600	Measure W Interest		0%		-	#DIV/0!
		76,454	148%	50,506	-	0%
<b>Citizen's Option for Public Safety (COPS) Fund:</b>						
215-23-4260	COPs Funds	224,440	224%	100,000	186,159	186%
215-00-4600	COPs Interest	3,221	59%	2,200	7,854	357%
		227,661	216%	102,200	194,013	190%
<b>County Park Grant:</b>						
217-00-4210	County Park Grant	-	#DIV/0!	-		#DIV/0!
217-00-4600	Grant Fund Interest Income	64	10%	650	136	21%
		64	10%	650	136	21%
<b>Fire Safe Grant:</b>						
219-00-4260	Community Wildfire Protection Plan	8,819	176%			#DIV/0!
219-00-4600	Fire Safe Grant Interest Income	104	208%		286	#DIV/0!
		8,923	177%	-	286	#DIV/0!
<b>ARPA Fund:</b>						
220-00-4215	ARPA Revenues	-	0%			#DIV/0!
220-00-4600	Interest Income	427	36%			#DIV/0!
		427	0%	-	-	#DIV/0!
<b>Total Revenues</b>		1,981,993	101%	1,688,926	1,806,726	107%

## Expenditures

Account Description		2022-23		2023-24	2023-24	
		YTD @ 06/30/2023		Budget	YTD @ 05/31/2024	
<b>General Fund:</b>						
<b>City Council Division:</b>						
101-11-6100	Events and awards	10,994	79%	28,900	13,926	48%
101-11-6110	City Newsletter	265	66%	400	-	0%
101-11-6500	Community Support (homelessness)	3,600	90%	4,000	3,000	75%
		14,859	81%	33,300	16,926	51%
<b>City Manager Division:</b>						
101-12-5010	Salaries	153,333	102%	190,000	167,082	88%
101-12-5100	Benefits	60,662	104%	62,197	72,361	116%
101-12-6020	Meetings & Conferences	4,475	90%	5,000	4,228	85%
101-12-6025	Expense Account	320	21%	1,500	1,140	76%
101-12-6050	Mileage	1,098	110%	1,000	999	100%
101-12-6440	Cell Phone	975	108%	900	825	92%
		220,863	102%	260,597	246,635	95%
<b>City Clerk Division:</b>						
101-13-5010	Salaries	107,695	148%	73,570	71,063	97%
101-13-5100	Benefits	39,992	136%	21,267	23,045	108%
101-13-6020	Meetings & Conferences	689	#DIV/0!	1,500	1,816	121%
101-13-6050	Mileage	52	52%	500	157	31%
101-13-6210	Special Department Supplies	-	0%	500	-	0%
101-13-6220	Election Supplies	-	0%	600	314	52%
101-13-6225	Codification	2,916	83%	3,500	2,162	62%
		151,344	142%	102,437	98,557	96%
<b>Finance Division:</b>						
101-14-5010	Salaries	19,646	79%	22,500	22,241	99%
101-14-5100	Benefits	-	#DIV/0!	-	-	#DIV/0!
101-14-6210	Special Department Supplies	420	84%	500	15	3%
101-14-6230	Contracted Computer Services	-	0%	1,500	1,500	100%
101-14-7010	Contracted Banking Services	3,597	90%	4,000	3,694	92%
101-14-7020	Contracted Audit Services	17,510	103%	17,500	8,035	46%
101-14-7040	GASB Reports	700	70%	1,000	700	70%
		41,873	85%	47,000	36,185	77%
<b>City Attorney Division:</b>						
101-15-6125	City Attorney-Planning	8,383	84%	10,000	6,071	61%
101-15-7020	City Attorney Retainer	31,900	92%	34,800	33,285	96%
101-15-7070	City Attorney Special Service	34,721	1736%	25,000	27,403	110%
101-15-7075	Development Code Update	3,245	46%	7,000	14,051	201%
101-15-7080	Seminars & Training	385	39%	1,000	-	0%
101-15-7450	City Attorney-Code Enforcement	1,238	62%	1,000	3,192	319%
		79,872	141%	68,800	84,002	122%
<b>General Government Division:</b>						
101-16-5010	Salaries	67,321	112%	60,331	55,266	92%
101-16-5100	Benefits	16,936	80%	21,297	11,741	55%
101-16-6010	Seminars & Training	-	0%	1,000	97	10%
101-16-6020	Meetings & Conferences	35	4%	1,000	150	15%
101-16-6040	Transportation & Lodging	-	0%	1,000	815	82%
101-16-6050	Mileage	-	0%	400	330	83%
101-16-6120	Postage	704	176%	400	640	160%
101-16-6200	Office Supplies	5,224	261%	4,500	3,244	72%
101-16-6210	Special Departmental Supplies	-	0%	1,500	784	52%
101-16-6230	Computer & Website Services	12,136	303%	5,000	9,738	195%
101-16-6240	PERS UAL Payment	12,490	97%	12,920	10,918	85%
101-16-6241	PERS Replacement Benefit Contribution	2,858	95%	3,000	2,871	96%
101-16-6242	PERS SSA 218 Annual Fee	-	0%	200	-	0%
101-16-6250	Copier & Duplications	1,048	#DIV/0!	-	938	#DIV/0!
101-16-6300	Insurance	42,609	107%	57,000	53,762	94%
101-16-6400	Utilities	10,197	185%	8,000	8,842	111%

## Expenditures

Account Description		2022-23 YTD @ 06/30/2023		2023-24 Budget	2023-24 YTD @ 05/31/2024	
101-16-6440	Telephone	2,210	111%	2,000	2,069	103%
101-16-6450	Building Operations	439	22%	1,000	3,561	356%
101-16-6460	Building & Cleaning Service	5,836	146%	4,000	5,832	146%
101-16-6470	Maintenance & Supplies	2,536	254%	4,500	1,087	24%
101-16-7031	User Fee Study			24,855	5,851	24%
101-16-7435	Redistricting	743	#DIV/0!	-	59	#DIV/0!
101-16-6415	Street Signs	-	0%	10,000	-	0%
		183,322	97%	223,903	178,595	80%
<b>Engineering Division:</b>						
101-19-7230	Contracted Engineering Services	62,325	78%	153,816	66,306	43%
101-19-7231	Lemon Ave Trail Proj - Grant Exp Acct_FY 2023/24		#DIV/0!		237,429	#DIV/0!
		-	#DIV/0!	-	303,735	#DIV/0!
<b>Planning, Zoning &amp; Development Division:</b>						
101-20-6020	Meetings & Conferences	-		100	-	
101-20-6120	Postage	-	0%	300	2,205	735%
101-20-6210	Special Department Supplies	-	0%	300	-	0%
101-20-6240	Environmental Filing Fees	-	#DIV/0!	-	-	#DIV/0!
101-20-7210	City Planner Retainer	31,200	67%	46,800	42,900	92%
101-20-7220	Contracted Building & Safety	82,800	92%	100,000	99,495	99%
101-20-7240	City Planner Special Service	8,828	88%	15,000	21,368	142%
101-20-7245	General Plan update (Veronica Tam)	82,903	553%	20,000	28,892	144%
101-20-7075	Development Code Update	-	#DIV/0!		-	#DIV/0!
		205,731	127%	182,500	194,860	107%
<b>Parks &amp; Landscape Maintenance Division:</b>						
101-21-7015	Royal Oaks Trail Maintenance	14,232	142%	10,000	11,552	116%
101-21-7020	City Hall Grounds Maintenance	4,836	64%	7,500	5,035	67%
101-21-7021	Hillside Open Space Acquisition				1,096	#DIV/0!
101-21-7025	Trail Maintenance	8,978	90%	10,000	797	8%
101-21-7035	Mt.Olive Entrance & Trail	6,831	57%	12,000	11,373	95%
101-21-7045	Lemon/RO Horse Trail	1,651	24%	7,000	4,629	66%
101-21-7060	Street Tree Trimming	8,245	55%	5,000	2,750	55%
		44,773	73%	51,500	37,232	72%
<b>Public Safety Division:</b>						
101-23-6210	Special Departmental Service (Hazard Mitigation Plan update)	52	104%	43,030	23,122	54%
101-23-6210	Hazard Mitigation Plan Update			42,980		0%
101-23-7410	Contract Services Sheriff	107,295	84%	139,463	104,852	75%
101-23-7420	City Hall Security	2,976	85%	3,500	3,032	87%
101-23-7450	Code Enforcement	1,549	103%	1,500	480	32%
101-23-7757	AED Purchase	-	#DIV/0!		-	#DIV/0!
		111,872	84%	230,473	131,486	57%
<b>Emergency Preparedness Division:</b>						
101-24-6010	Seminars & Training	44	44%	100		0%
101-24-6020	Meetings & Conferences	27	5%	500		0%
101-24-6030	Memberships & Dues	900	200%	450	900	200%
101-24-6100	Events & Awards	-	0%	200		0%
101-24-6470	Maintenance & Supplies	1,615	32%	5,000	100	2%
101-24-6480	Civic Center Generator		0%	300	1,555	518%
		2,586	39%	6,550	2,555	39%
<b>Animal &amp; Pest Control Division:</b>						
101-25-7000	Animal Control Services	10,811	127%	10,500	11,135	106%
101-25-7010	Pest Control Services		0%	500		0%
		10,811	120%	11,000	11,135	101%
<b>Intergovernmental Relations Division:</b>						
101-30-6030	Memberships & Dues	11,479	104%	12,000	9,996	83%
		11,479	104%	12,000	9,996	83%
<b>General Fund Totals</b>		1,079,385	106%	1,230,060	1,351,899	110%

## Expenditures

Account Description		2022-23		2023-24	2023-24	
		YTD @ 06/30/2023		Budget	YTD @ 05/31/2024	
<b>Utility Users Tax Fund:</b>						
102-42-7630	NPDES Stormwater Compliance	11,729	733%	17,000	59,988	353%
102-42-7631	RH/SGRWM Joint Powers Authority		#DIV/0!		28,559	#DIV/0!
		11,729	#DIV/0!	17,000	88,547	#DIV/0!
<b>Deposits Fund:</b>						
103-00-2039	Chadwick Ranch Development	-	0%		-	#DIV/0!
103-00-2040	1901 Royal Oaks Dr. North	-	#DIV/0!		-	#DIV/0!
		-	0%	-	-	#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	1,800	36%	5,000	3,206	64%
113-20-7040	Non-Capitalized Equipment - Sonic Firewall			10,000	83	
113-20-8120	Capital Equipment-Server & Copier	10,770	90%	14,000	8,542	61%
		12,570	74%	29,000	12,431	43%
<b>Gas Tax Fund:</b>						
200-48-6400	Utilities-Select System	11,357	103%	10,500	11,691	111%
200-48-6410	Street Lights	11,124	101%	10,500	12,170	116%
200-48-7000	PW Contract Services	406	68%	600		0%
200-48-7290	Street Sweeping	3,651	91%	4,000	3,050	76%
200-48-7750	Wild Rose Project	605	9%	6,430	75	1%
		27,143	82%	32,030	26,986	84%
<b>SB1 Gas Tax Fund:</b>						
201-48-7750	Wild Rose Project	20,055	33%	28,070	11,240	40%
201-48-7755	City Wide Slurry Seal		#DIV/0!			#DIV/0!
		20,055	33%	28,070	11,240	40%
<b>Prop. A Fund:</b>						
203-00-7600	Sale of Prop. A Funds				704	
		-	#DIV/0!	-	704	#DIV/0!
<b>Prop. C Fund:</b>						
204-20-6030	Memberships & Dues	-	0%	400		0%
204-40-7325	Transit Services	7,744	92%	8,449	6,337	75%
204-48-7745	Royal Oaks North Curb Extension			-		
204-48-7750	Wild Rose Project	604		21,220		
		8,348	28%	30,069	6,337	21%
<b>Transportation Development Act Fund:</b>						
205-48-7045	RO Trail	856	17%	4,000	550	14%
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!
		856	#DIV/0!	4,000	550	#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	-	0%	1,055	-	0%
		-	0%	1,055	-	0%
<b>Recycling Grant Fund:</b>						
209-00-7320	SB 1383 Organic Waste Recycling	6,695	134%	5,000	508	10%

## Expenditures

Account Description	2022-23 YTD @ 06/30/2023		2023-24 Budget	2023-24 YTD @ 05/31/2024	
209-35-7300 Recycling Education	6,695	134%	5,000	751	15%
	6,695	1	5,000	1,259	0
<b>Measure R Fund:</b>					
210-48-7750 Wild Rose Project	28,321	32%	82,739	10,291	12%
	28,321	32%	82,739	10,291	12%
<b>Measure M Fund</b>					
212-48-7750 Wild Rose Project	-	0%	93,470		0%
	-	0%	93,470	-	0%
<b>Measure W Fund</b>					
213-42-7630 NPDES Stormwater Compliance	47,537		50,506	339	
	47,537	94%	50,506	339	1%
<b>Citizen's Option for Public Safety (COPS) Fund:</b>					
15-23-7410 Contract Services Sheriff	#DIV/0!			#DIV/0!	
215-23-7411 Contract CSO Services & Supplies	124,884	227%	149,528		0%
	124,884	227%	149,528	-	0%
<b>County Park Grant:</b>					
217-21-7650 Civic Center Park	-	0%	1,000		0%
	-	0%	1,000	-	0%
<b>Fire Safe Grant 14-USFS-SFA-0053:</b>					
219-21-7761 Community Wildfire Protection Plan	1,885	38%		#DIV/0!	
	1,885	38%	-	-	#DIV/0!
<b>ARPA Fund:</b>					
220-00-5000 Operating Transfers Out	-	0%		#DIV/0!	
220-00-6215 ARPA Expenses	-	0%		(240)	#DIV/0!
	-	0%	-	(240)	#DIV/0!
<b>Total Expenditures</b>	<b>1,369,408</b>	<b>85%</b>	<b>1,753,527</b>	<b>1,510,343</b>	<b>86%</b>

## RESOLUTION NO. 24-09

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, APPROVES THE DEMANDS & WARRANTS FOR PRE-RELEASE CHECK #17921 and REGULAR CHECKS # 17949 through CHECK # 17973, PAYROLL, ACH, EFT AND & EMPLOYEE BENEFITS TOTALING \$260,953.95**

*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 & warrants authorized to be drawn from the General Checking account for checks from said demands in the amount of **\$ 75.00** during the month of **June, 2024**.

CHECK #	VENDOR/INVOICE #	DESCRIPTION	SUBTOTAL	TOTAL PAID
17948	County Clerk of LA	Notice of Determination Bradbury Road Widening Acct.200.48.7750		\$75.00

### **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 the regular checks from said demands in the amount of **\$ 179,409.14** during the month of **June, 2024**.

17949	Southern California News Group Inv.#590348	Bradbury Road Widening RFP Acct.200.48.7750		\$886.44
17950	Cougar Mountain Software Inv.#6897	Finance Software Renewal Acct.101.14.6230		\$831.47
17951	Kevin Kearney	Monthly Cell Phone June '24 Acct. 101.12.6440		\$75.00
17952	Olympus Party Rental Inv.##229424327	Bradbury Night Out Final Pymt Acct.101.11.6100		\$529.56
17953	Department of Conservation Fee Report	4th Quarter 2023 Seismic Report Acct.101.20.7220		\$286.46
17954	Priority Landscape Inv.#17381	24" Palo Verde Tree City Hall Acct.#101.21.7020		\$580.00
17955	Priority Landscape Inv. #17245	Royal Oaks Trail Maintenance Installed 300' drip irrigation Acct.101.21.7015		\$680.00

17956	Priority Landscape Inv. #17304	Landscape Services June '24		\$1,874.51
		City Hall: Acct. 101.21.7020	\$239.74	
		R.O. Dr. North Acct. 101.21.7015	\$461.02	
		Mt. Olive Dr. Acct. 101.21.7035	\$617.22	
		Lemon Trail: Acct. 101.21.7045	\$161.53	
		New Lemon Trail: Acct.101.21.7045	\$395.00	
17957	RKA Inv. #34747 & #34748	Engineering Services March. '24 City Engineering Services Acct. 101.19.7230 Development Projects Acct. 101.19.7230	\$1,176.00 \$7,833.00	\$9,009.00
17958	L.A. County Sheriff's Inv.# 243050EC	Temple Station Contract April. '24 Acct. 101-23-7410		\$11,650.23
17959	City of Monrovia Inv.#2401765	City Transportation May '24 Acct. 204.40.7325		\$704.07
17960	City of Monrovia Inv.# 2401764	CSO Program 7/23 to 6/24 7/23 to 7/24 Acct. 204.40.7325	74,764.00 \$43,612.00	\$118,376.00
17961	Public Works/Sanitation - SRCRD Inv.#48H-50-3811-25-003	LARA Membership FY 24-25 Acct.101.30.6030		\$344.94
17962	Pasadena Humane Society Inv.#MAY2024Bradbury	Animal Control Services Acct. 101.25.7000		\$1,012.28
17963	Burrtec Waste Services Inv. #N011691917	Street Sweeping May '24 Acct. 213.42.7630		\$338.92
17964	VCA Inv. # 84746	Plan Check Services - May 2024 Acct. 101.20.7220		\$2,759.86
17965	VCA Inv.#84745	Prof. Services 4.28.24-06.01.24 J. Kasama Retainer Acct.101.20.7210 J. Kasama Hourly Acct. 101.20.7240	\$3,900.00 \$1,567.50	\$5,467.50
17966	Post Alarm Services Inv.#1695189	City Hall Alarm July '24 Acct.101.23.7420		\$146.23
17967	US Bank	Custody Charges May '24 Acct. 101.14.7010		\$37.00
17968	Jones Mayer, Attorneys Inv. # 123151	Outside Counsel May '24 Fees Retainer Acct. 101.15.7020		\$3,000.00
17969	Mario Flores - Reimbursement	BNO 3 Raffles Acct.101.11.6100	3 x \$50.00	\$150.00
17970	The Pun Group, LLP Inv.#114635	Auditor Payment FY23-24 Acct.101.14.7020		\$15,000.00
17971	VOID	Printer decided to clean machine with check running through		VOID



17972	Mario Flores - Reimbursement	BNO 1 Raffle Acct.101.11.6100		\$50.00
17973	Suresh Malkani	April '24 Wages May '24 Wages Acct.101.14.5010	\$2,491.40 \$3,080.27	\$5,571.67
17974	Olympus Party Rental Inv.##229424327	BNO Last Payment Acct.101.11.6100		\$48.00
			REGULAR CHECKS	\$179,409.14

### Section 3. ACH and 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 **\$80,846.81** during the month of **June 2024**.

#### **CAL-AMERICAN WATER**

EFT Pay 06.28.24	Cal American Water No. 210019919035	2256 Gardi Street Service 05.08.24 to 06.04.24 Acct.200.48.6400		\$73.24
EFT Pay 06.28.24	Cal American Water No.210020461222	2410 Mt. Olive Ln. IRRIG. Service 05.08.24 to 06.04.24 Acct.200.48.6400		\$66.15
EFT Pay 06.28.24	Cal American Water No.210021468844	301 Mt. Olive St. IRRIG Service 05.08.24 to 06.04.24 Acct.200.48.6400		\$150.33
EFT Pay 06.28.24	Cal American Water No.210019988024	1775 Woodlyn Lane Service 05.03 to 06.04 Acct.200.48.6400		\$861.86
EFT Pay 06.28.24	Cal American Water No.210019989065	600 Winston Avenue Service 05.04.24 to 06.02.24 Acct.101.16.6400		\$557.30
			TOTAL	\$1,708.88

#### **SOUTHERN CALIFORNIA EDISON**

EFT Pay 06.11.24	Southern CA Edison No. 8001919708	600 Winston City Hall Service 04.23.24 - 05.21.24 Acct.101.16.6400		\$253.40
EFT Pay 06.24.24	Southern CA Edison No.700162442207	600 Winston LS-1-Allnite Service 05.01.24 - 05.31.24 Acct. 200.48.6410		\$1,115.11
			TOTAL	\$1,368.51



**U.S. BANK VISA CARD**

EFT Pay 06.22.24	Kevin Kearney Visa Card	PDF Editor Kevin's Tablet Acct.101.23.7450		\$155.88
EFT Pay 06.22.24	Mario Flores's Visa Card	Curo Manage Print Emergency Cards Acct. 101.24.6470	\$38.59	\$55.81
		Smart & Final Bottled Water Acct.101.16.6020	\$17.22	
EFT Pay 06.22.24	Diane Jensen's Visa Card	Address labels	\$12.90	\$709.93
		Headset	\$57.99	
		White Out Tape	\$9.99	
		Tax: Acct.101.16.6470	\$2.20	
		Black Toner Acct.101.16.6470	\$264.50	
		Stapler Removers	\$ 6.99	
		White 3-Ring Binders (Returned)	\$29.27	
		Tax + Shipping Acct. 101.16.6470	\$11.09	
		Black 3-Ring Binders	\$35.99	
		2 Returned Items	\$47.09	
		Tax Acct.101.16.6470	\$8.52	
			(-\$51.92)	
		White 3-Ring Binders Acct.101.16.6470	\$45.96	
		Broadvoice Office Phones Acct.101.16.6400	\$209.49	
		white 3-ring binders returned	-\$32.05	
			<b>TOTAL</b>	<b>\$921.62</b>
<b>PAYROLL PAYMENTS</b>				
ACH Pay 06.22.24	EDD – June '24	<b>SDI &amp; State Tax Withheld</b> Acct.101.00.2011	\$1310.00 \$291.00	\$1,612.00
ACH Pay 06.22.24	IRS- June'24	<b>Federal W/H</b> Acct.101.00.2011 <b>Medicare &amp; SS (Employees)</b> Acct.101.00.5100 <b>Medicare &amp; SS (City)</b> Acct.101.00.2011	\$2,756.00 \$3,398.00 \$794.00	\$6,948.00
ACH Pay 06.22.24	CAL PERS - June '24	CM - Kearney Acct. 101.12.5100 CC - Jensen Acct.101.13.5100 MA - Flores Acct. 101.16.5100	\$2,707.50 \$948.30 \$835.75	\$4,491.55
			<b>TOTAL</b>	<b>\$13,051.55</b>

CITY HALL BILLS				
ACH Pay 06.20.24	CivicPlus Annual Bundle	Annual Bundle FY 24-25 Acct.101.13.6225		\$786.00
ACH Pay 06.20.24	TeamLogic IT of Pasadena Inv. # 8911	IT Maintenance - June '24 Acct. 101.16.6230		\$820.00
EFT Paid 06.14.24	Frontier Communications Acct #626-358-3218-050769-5	City Hall Fire Alarm Service 05.22.24 thru 06.21.24 Acct. 101.23.7420		\$87.32
ACH Pay 06.20.24	California JPIA Inv.#PRIM02261	Annual Contribution 2024-25 Liability and Workers' Comp Acct.101.16.6300		\$30,089.00
ACH Pay 06.20.24	Consensus Inv. #3032944	E-Fax June '24 Acct. 101.16.6230		\$10.00
ACH Pay 06.20.24	Willdan Financial Services Inv.#010-58658	User Fee Study Acct.101.16.7031		\$1,677.00
EFT Pay 06.06.24	Spectrum No. 0101050042324	Office Internet Service 05.23.24 - 06.22.24 Acct.101.16.6400		\$178.93
EFT Pay 06.20.24	T-Mobile Inv.#975204096-34	MobileInternet (Hot Spot) Acct.113.20.8120		\$10.00
ACH Pay 06.20.24	Atlas Planning Solutions Inv.#1620	Hazard Mitigation Plan Acct.101.23.6210		\$6,424.00
TOTAL				\$40,082.25

### Section 3. - Employee Insurance

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 **\$3,859.43** during the month of **June 2024**.

ACH Paid 06.02.24	Vision Service VSP Statement #:820316063	<u>Vision Insurance May '24</u> CM – Kearney (family) Acct. 101.12.5100 CC – Jensen (single) Acct. 101.13.5100 MA – Flores (single) Acct. 101.16.5100	\$61.07 \$23.66 \$23.66	\$108.39
ACH Paid 06.05.2024	The Standard Ins. #6430650001	<u>Life &amp; ADD June '24</u> CM – Kearney Acct. 101.12.5100 CC – Jensen Acct. 101.13.5100 MA - Flores Acct. 101.16.5100	\$9.65 \$9.65 \$9.65	\$28.95

ACH Paid 06.02.24	Delta Dental Inv.# BE006087063	<u>Dental Insurance June '24</u>		
		CM – Kearney	\$124.86	\$206.34
		Acct. 101.12.5100		
		CC – Jensen	\$40.74	
		Acct. 101.13.5100		
MA - Flores	\$40.74			
		Acct. 101.16.5100		
ACH Paid 06.02.24	AETNA Inv. #J1429941	<u>Health Insurance June '24</u>		
		CM – Kearney	\$1,976.45	\$3,515.75
		Acct. 101.12.5100		
		CC - Jensen	\$1,076.52	
		Acct. 101.13.5100		
MA - Flores	\$462.78			
		Acct. 101.16.5100		
			<b>TOTAL</b>	<b>\$3,859.43</b>

#### Section 4 - Employee Salaries

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 **\$20,477.57** during the month of **June, 2024**.

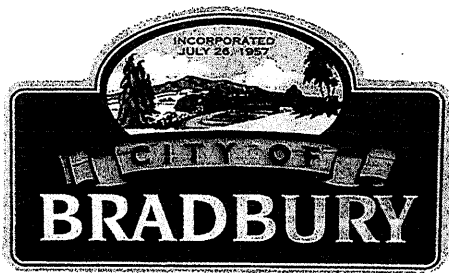
ACH	Kevin Kearney City Manager	Salary Acct. 101.12.5010 Withholdings Acct. 101.00.2011	\$15,833.33 \$3,705.35	\$12,127.98
ACH	Diane Jensen City Clerk	Salary Acct. 101.16.5010 Withholdings Acct.101.00.2011 CalPERS Acct101.16.5100	\$6,145.83 \$1,284.00 \$476.30	\$4,385.53
ACH	Mario Flores Management Analyst	Salary Acct. 101.16.5010 Withholdings Acct.101.00.2011 CalPERS Acct101.16.5100	\$5416.66 \$1,033.00 \$419.60	\$3,964.06
			<b>TOTAL</b>	<b>\$20,477.57</b>

"I, Diane Jensen, City Clerk, hereby certify that Resolution No. 24-09, was duly adopted by the City Council of the City of Bradbury, CA at a regular meeting held on the 18th day of June, 2024 by the following roll call vote:"

	<b>AYE</b>	<b>NO</b>	<b>ABSTAIN</b>
<i>Mayor Barakat</i>	_____	_____	_____
<i>Mayor Pro Tem Hale</i>	_____	_____	_____
<i>Councilmember Lathrop</i>	_____	_____	_____
<i>Councilmember Bruny</i>	_____	_____	_____
<i>Councilmember Lewis</i>	_____	_____	_____

---

**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: June 18, 2024

SUBJECT: **ANNUAL ADOPTION OF THE CITY'S INVESTMENT POLICY**

ATTACHMENTS: 1) Bradbury's Investment Policy

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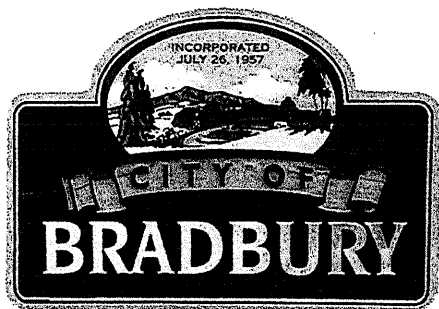
### **RECOMMENDATION**

It is recommended that the City Council approve the City of Bradbury's Investment Policy.

### **SUMMARY**

The City's auditors have requested that the City review and approve the Investment Policy every year prior to the beginning of the fiscal year. The City's Investment Policy was last reviewed, altered, and approved by the City Council in September 2023. The current policy has been reviewed by staff and the City Treasurer.

# **ATTACHMENT #1**



## Administrative Policy Manual

Policy No: 08-03

Date: September 19, 2023

Approved: [Signature]

**SUBJECT: Statement of Investment Policy**

**PURPOSE:** The purpose of this policy is to identify various policies and procedures that enhance opportunities for a prudent and systematic investment policy and to organize and formalize investment-related activities.

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### Introduction

The investment policies and practices of the City of Bradbury are based upon Federal, State and local law and prudent money management. The primary goals of these policies are:

1. To ensure compliance with all Federal, State and local laws governing the investment of monies.
2. To protect the City's money.
3. To generate the maximum amount of investment income within the parameters of this Statement of Investment Policy.

### Scope

It is intended that this policy cover surplus monies in all the funds and investment activities under the direct authority of the City.

### Objectives

- A. Safety – Safety of principal is the foremost objective of the investment program of City of Bradbury.
- B. Liquidity – Liquidity is also an important investment objective. The portfolio shall be composed of investments which provide the ability to be easily sold at any time with minimal risk loss of principal or interest.
- C. Return on Investments – Return on investment is of secondary importance as compared to safety and liquidity objectives described above. The investment portfolio shall be designed to attain a market-average rate of return throughout budgetary and economic cycles, taking into account the agency's risk constraints, the cash flow characteristics

of the portfolio and Federal, State and local laws, ordinances or resolutions that restrict investments. The market- average rate of return is defined as average return on three-month U.S. Treasury Bills.

- D. Diversification - The investment portfolio will be diversified to avoid incurring unreasonable and avoidable risks regarding specific security types or individual financial institutions.
- E. Prudence - The agency adheres to the guidance provided by the "prudent man rule", which obligates a fiduciary to insure that:

"Investment shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

- F. Public Trust – All participants in the investment process shall act as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall program shall be designated and managed with a degree of professionalism that is worthy of the public trust.

### **Delegation of Authority**

Responsibility for the day-to-day investment of City funds is delegated to the City Manager pursuant to Resolution 1266 and its successors. The City Treasurer shall review the City's investments and report to the City Council whenever he or she deems appropriate. Except as to protect the principal of the City's money, all changes in the amount or nature of investments of City funds shall require approval by the City Council.

### **Monthly Investment Report**

The City Manager shall submit, and the City Treasurer shall review, a monthly investment report to the Government Body. This report will include the following elements:

- a) type of investment
- b) institution
- c) date of maturity
- d) amount of deposit or cost of security
- e) current market value of securities with maturity in excess of 12 months
- f) rate of interest
- g) statement relating the report to the Statement of Investment Policy
- h) statement that there are sufficient funds to meet the next 30 days obligations



- i) comparison between average weighted yield on all investments and a benchmark yield (6 month Treasury Bill)
- j) such data may be required by the City Council

### **Investment Instruments**

Security purchases and holdings shall be maintained within statutory limits imposed by California Government Code, Section 53601.

The City Manager shall limit security purchases and holding to the following investment options, unless expressly authorized by the City Council:

Local Agency Investment Fund (LAIF) – The State of California allows local agencies to deposit funds for investment in the State's Treasury Pool. There is no minimum investment period. The minimum transaction is \$5,000 with multiple of \$1,000 above that. The maximum balance that any agency may invest in LAIF is \$40,000,000. LAIF offers high liquidity and deposits can be converted to cash and deposit into the City's local account within 24 hours. All interest is paid to those agencies participating on a proportionate share basis determined by the amounts deposited and length of time they are on deposit and interest is paid quarterly.

US Government Obligations – US Government agency obligations and US government instrument obligations that have a liquid market with a readily determinable market value.

Certificate of Deposits – Negotiable Certificates of Deposit of a bank or savings and loan. CDs may be purchased in various denominations with maturities ranging from 30 days to 36 months. The interest calculated on a 360-day basis and is payable monthly.

Interest Bearing Checking Accounts (Demand Deposits) – are not really investments, but cash held in the City's checking account. Interest earned can be paid to the City on a regular basis or left in the account to offset fees for monthly bank services. The account must be with a bank with FDIC Insurance. The bank must certify that amounts not covered under FDIC Insurance are fully collateralized as required under California State law.

Passbook Deposits – are "savings" accounts. A certificate of deposit issued in any amount for a non-specified amount of time. Interest rates are much lower than those of CDs but the savings account allows flexibility. Funds can be deposited and withdrawn according to daily needs. The account must be with a bank with FDIC Insurance. The bank must certify that amounts not covered under FDIC Insurance are fully collateralized as required under California State law.

### **Internal Controls**

The City Manager shall have overall responsibility for the internal financial control of the City's investments in accordance with Federal, State and local law and any guidelines or limitations established by Council.

The City Treasurer shall review the City's monthly investment report and notify the City Council of any investment transactions which do not conform to anticipated cash flow requirements, economic conditions and interest rate trends, or which are inconsistent with the established investment Policy Statement.

All investments shall be authorized by the City Manager, or in the absence of the City Manager the City Treasurer,. Investments authorized by the City Manager shall be reviewed by the City Treasurer; those authorized by the City Treasurer shall be reviewed by the City Manager.

### **Banks and Securities Dealers**

In selecting financial institutions for the deposit or investment of City funds, the City Manager shall consider the creditworthiness of institutions. The City Manager shall continue to monitor financial institutions, credit characteristics and financial history throughout the period in which agency funds are deposited or invested.

### **Risk Tolerance**

The City of Bradbury recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary liquidity. Portfolio diversification is employed as a way to control risk. Investment managers are expected to display prudence in the selection of securities, as a way to minimize default risk. No individual investment transaction should be undertaken which jeopardizes the total capital position of the overall portfolio. The City Manager shall endeavor to control risks of default, market price changes and liquidity.

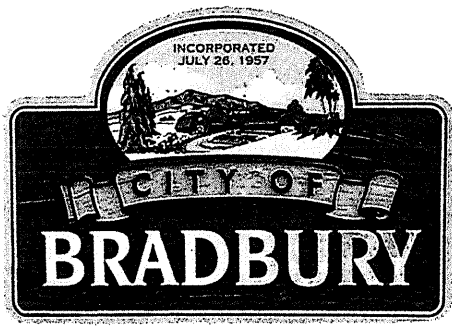
### **Safekeeping and Custody**

Securities purchased from brokers/dealers should be held in a third party custodian/safekeeping account. Said securities shall be held in a manner that establishes the City's right of ownership.

All securities owned by the City of Bradbury shall be held by a third party except the collateral for CDs in banks and savings and loans. Collateral for CDs in savings and loans is held by the Federal Home Loan Bank or an approved Agent Depository. The collateral for CDs in banks and savings and loans shall be held in Bradbury's name in the bank's Trust Department, or alternatively in the Federal Reserve Bank.

**Review and/or Modifications**

The City Manager and City Treasurer shall be responsible for reviewing and modifying investment policies as conditions warrant and submit same for reapproval to the City Council on an as needed basis.



*Richard Barakat, Mayor (District 3)*  
*Richard Hale, Mayor Pro Tem (District 1)*  
*D. 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  
Suresh Malkani, Finance Director

DATE: June 18, 2024

SUBJECT: **RESOLUTION NO. 24-10: APPROVAL OF GANN APPROPRIATION  
LIMIT FOR FISCAL YEAR 2022-2023 AND APPROVAL OF GANN  
APPROPRIATION LIMIT FOR FISCAL YEAR 2023-2024**

ATTACHMENTS: 1) Resolution No. 24-10  
2) FY 22/23 Calculations of GANN Limit  
3) FY 23/24 Calculations of GANN Limit

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### **SUMMARY**

In 1979, the voters of the State of California approved Proposition 4, better known as the GANN initiative, which amended the State Constitution, Article XIII-B, requiring that the City establish an appropriation (spending) limit each year. The initiative established a method of computing this appropriations limit. It involves taking the prior year's limit and modifying it for population change and inflation change. Certain types of revenue and spending are exempt from this requirement and are part of the computation

It is recommended that Resolution No. 24-10 setting the Appropriations Limit for Fiscal Year 2022-23 at \$2,669,381 and Fiscal Year 2023-24 at \$2,797,380 in accordance with Article XIII-B of the Constitution of the State of California be approved.

### **ANALYSIS**

Bradbury's appropriations limit (GANN Limit) places an "upper limit" each year on the amount of monies that can be spent from City tax proceeds. Section 9710 of the Government Code provides that, "each year the governing body of each local jurisdiction shall, by resolution, establish its appropriation limit for the following year..." The GANN limit gets adjusted annually by a population and cost-of-living factor, provided by the California Department of Finance.

FOR CITY COUNCIL AGENDA \_\_\_\_\_

AGENDA ITEM # \_\_\_\_\_

The GANN Appropriation Limit only applies to the City government funds. It does not apply to the Redevelopment Agency, Financing Authority, or Enterprise (Business Type) funds. Also, the law exempts certain types of appropriations from the limit, including capital outlay, revenues for "Other Agencies (Federal, State and County) Revenues", revenues for "City Services", revenues from "Fines and Forfeitures", and debt service payments. Accordingly, no revenues or expenditures from these sources are included in this calculation.

### **FINANCIAL REVIEW**

The City is in compliance with Article XIII-B of the Constitution of the State of California related to its appropriation limit. Attached are the computations for the City of Bradbury appropriations limit for Fiscal Years 22/23 and 23/24.

This amount has been calculated by the City's Finance Director Suresh Malkani.

### **STAFF RECOMMENDATION**

It is recommended that Resolution No. 24-10 setting the Appropriations Limit for Fiscal Year 2022-23 at \$2,669,381 and Fiscal Year 2023-24 at \$2,797,380 in accordance with Article XIII-B of the Constitution of the State of California be approved.

# **ATTACHMENT #1**

**RESOLUTION NO. 24-10**

**A Resolution of the City Council of the  
City of Bradbury, California, Confirming the Factors Used For  
Calculating the Annual Appropriations Limit  
FOR THE FISCAL YEARS 2022-23 AND 2023-24**

WHEREAS, the voters of California in November, 1979 added Article XIII B (Proposition 4) to the State Constitution placing various limitations on the appropriations of the State and local governments; and

WHEREAS, the voters of California in June 1990 modified Article XIII B by approving Proposition 111 and SB88 (Chapter 60/90) which revised the annual adjustment factors to be applied to the 1986-87 Limit and each year thereafter; and

WHEREAS, the decision as to which of the factors:

- a) either the California Per Capita Income or the Percentage change in the local assessment roll from the preceding year due to the addition of local non-residential construction in the city;
- b) either the city's own population growth or the entire county; must be done by a recorded vote of the City Council; and

WHEREAS, the City of Bradbury has complied with all the provisions of Article XIII B in determining the Appropriations Limit for Fiscal Years 2022-2023 and 2023-24

Now, Therefore, the City Council of the City of Bradbury, California does resolve, determine and order as follows:

SECTION 1. That the appropriations limit for the City of Bradbury for FY 2022-23 shall be \$2,669,381.

SECTION 2. That the appropriations limit for the City of Bradbury for FY 2023-24 shall be \$2,797,380.

SECTION 3. That the inflation factor being used to calculate the FY 2022-23 and FY 2023-24 appropriations limit is California per capita income.

SECTION 3. That the population factor being used to calculate the FY 2022-23 and FY 2023-24 appropriations limit is the Cali population growth.

SECTION 4. That the City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED this 18<sup>th</sup> day of June, 2024.

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Mayor – City of Bradbury

ATTEST:

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CITY CLERK - CITY OF BRADBURY

"I, Diane Jensen, City Clerk, hereby certify that the foregoing Resolution No. 24-10 was duly adopted by the City Council of the City of Bradbury at an adjourned regular meeting held on the 18<sup>th</sup> day of June, 2024 by the following vote:

AYES:

NOES:

ABSENT:

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*City Clerk - City of Bradbury*



# **ATTACHMENT #2**

**City of Bradbury**  
**FISCAL YEAR - 2022-23**  
**Calculation of GANN Limit**  
**For the Year Ending Jun 30, 2023**

	<u>Amount</u>	<u>Source</u>
A. Appropriations Limit from FY 2021-2022	2,499,739	Prior Year
<b>B. <u>Adjustment Factors</u></b>		
1. Population Factors (LA County)	0.9929	State Department of Finance
2. Inflation Factor	<u>1.0755</u>	State Department of Finance
3. Adjustment Factor	1.0679	B1*B2
C. Annual Adjustment Increase	169,642	A*(B3-1)
Exemption for Federal Mandates	<u>-</u>	
D. Appropriations Limit FY 2022-2023	<u>2,669,381</u>	(A+C)
City Calculation	<u>2,680,404</u>	
Variance	(11,023)	

# **ATTACHMENT #3**

**City of Bradbury**  
**FISCAL YEAR - 2023-24**  
**Calculation of GANN Limit**  
**For the Year Ending Jun 30, 2024**  
**Amount**

Appropriations Limit from FY 2022-2023	2,669,381.00
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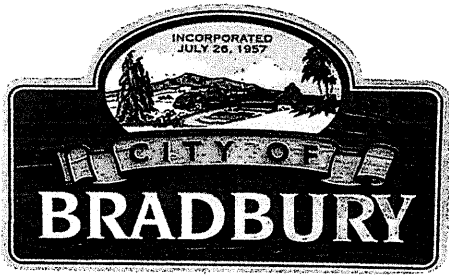
**Adjustment Factors**

1. Population Factors	1.0034
2. Inflation Factor	1.0444
3. Adjustment Factor	1.04795096

Annual Adjustment Increase	127,999
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Exemption for Federal Mandates	-
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Appropriations Limit FY 2023-2024	2,797,380
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*Richard Barakat, Mayor (District 3)*  
*Richard 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: June 19, 2024

SUBJECT: **DISCUSSION ON SWITCHING THE AUTOMATED LICENSE PLATE READERS ON MOUNT OLIVE DRIVE TO THE FLOCK SYSTEM**

ATTACHMENTS: 1) Template Pictures of the Flock System

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### SUMMARY

City Staff recently fielded interest from City Councilmembers regarding the upgrading of the Automated License Plate Readers (ALPR) on Mt. Olive Drive to the Flock system. It is estimated to cost the City of Bradbury \$3,600 for the first year and \$3,000 for each following year. This is an eligible expenditure of COPS funds.

A representative from the Los Angeles County Sheriffs Department and the Flock System will be present to answer any questions.

It is recommended that the City Council direct staff on how to proceed.

### BACKGROUND

In 2018, the City of Duarte approached Bradbury about the possibility of jointly funding two (2) ALPR cameras at the bottom of Mt. Olive Drive. The purchase of two (2) ALPRs would capture directional travel both northbound and southbound on the street. The City of Bradbury agreed, and both cities split the \$35,000 camera costs. Bradbury agreed to ongoing power costs, which is minimal, while Duarte agreed to ongoing cellular service costs.

FOR CITY COUNCIL AGENDA \_\_\_\_\_

AGENDA ITEM # \_\_\_\_\_

## **ANALYSIS**

Part I crimes, including burglaries, larcenies, and auto thefts, have been steadily increasing in the surrounding region. ALPR camera technology has proven effective for law enforcement agencies in locating stolen vehicles and solving other crimes involving automobiles.

The Flock Safety ALPR camera system uses fixed-mount cameras throughout an area to provide comprehensive coverage and detailed information for law enforcement. Flock offers this technology through a subscription model, which includes ALPR camera hardware, maintenance, software updates, 30 days of unlimited data storage, solar panels, pole mounting equipment, and monitoring. These services adhere to all government regulations and workplace safety guidelines.

Flock's system focuses on capturing vehicle features (make, model, color, license plate, state of the plate, timestamp) without using facial recognition technology or recording personally identifiable information, thus protecting individuals' privacy.

Flock is the sole provider of their monitoring, processing, and machine vision services, integrated with their ALPR cameras. Additional benefits include:

- Access (for law enforcement) to a network of Flock cameras in other communities, providing extensive coverage and support for deputies and detectives.
- Patented proprietary machine vision to analyze vehicle details based on image analytics.
- Ability to 'Save Search' based on vehicle descriptions and set up alerts without needed a license plate.
- A web-based footage retrieval tool with filtering capabilities such as vehicle color, type, manufacturer, partial or full license plate, state of license plate, and object detection.
- Support for broader law enforcement efforts, as the integrated network allows sharing of information across jurisdictions, aiding in crime reduction and public safety improvement.

Several local communities within the San Gabriel Valley, including Arcadia, Alhambra, Azusa, Baldwin Park, Covina, El Monte, Glendora, Monrovia, Monterey Park, Pico Rivera, Pomona, Rosemead, San Dimas, Temple City, Irwindale, San Marino, South Pasadena, and West Covina, currently use the Flock ALPR camera system.

The City of Duarte is also in the process of updating their 10 ALPR locations. As they work toward executing a services agreement with Flock Group, Inc., this is an opportune time to consider upgrading the ALPRs on Mt. Olive Drive with the Flock camera system.

A change to the Flock system would bring about physical differences. For example, the existing infrastructure (e.g. existing boxes) cannot be utilized, so the old system will either

need to be abandoned or removed. This will save on utility costs to Bradbury, and Duarte would also save on cellular data costs. The Flock system is installed on a pole with a solar panel. While this system may not be as aesthetically pleasing, it is self-contained.

### **FINANCIAL ANALYSIS**

The estimated cost to install each camera system is between \$600 and \$900, with a subscription cost of about \$3,000 per camera per year. If the Cities replace the existing two (2) cameras, the estimated cost for the first year is about \$7,200, with subsequent years costing about \$6,000. If the Cities split the costs, it would be \$3,600 for the first year and \$3,000 for each following year.

The City of Duarte's Staff has expressed interest in partnering with Bradbury, but the services agreement with Flock Group, Inc. has not yet been reviewed and approved by the Duarte City Council. There is not an expectation that the Duarte City Council would reject the partnership.

Bradbury could utilize COPS funds to cover the expenses of the Flock system. The City currently has an anticipated fund balance at the end of FY24/25 of \$594,604. Current yearly COPS revenues are expected at \$110,000 with expenses at \$150,000 to pay for the CSO program. While the expected fund balance is positive, the CSO program is slowly depleting the fund. Adding the Flock system expenditure is expected to deplete the COPS fund quicker.

### **RECOMMENDATION**

It is recommended that the City Council direct staff on how to proceed.

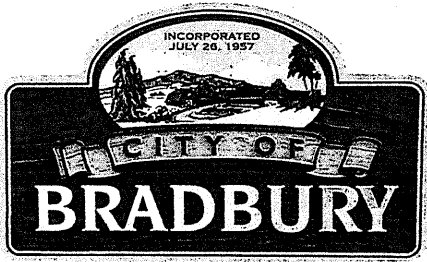
# **ATTACHMENT #1**











*Richard Barakat, Mayor (District 3)*  
*Richard 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: June 18, 2024

SUBJECT: **FISCAL YEAR 2024-25 ANNUAL RATE ADJUSTMENT FOR  
SOLID WASTE COLLECTION AND RECYCLING**

ATTACHMENTS: 1. Annual Rate Review Letter & Rate Increases from Burrtec Waste Services, LLC

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### SUMMARY

The City of Bradbury contracts with Burrtec Waste Services for solid waste collection and recycling. Pursuant to Section 10.10 of the Franchise Agreement, "each subsequent July 1 (after July 1, 1999) the rate for each category of service shall be subject to upward or downward adjustment. Customer rates are comprised of the following categories: contractor service cost, disposal cost, recycling processing, green waste processing cost and manure waste processing cost."

Attached are the proposed new rates for trash, recycling, manure, and green waste collection in the City of Bradbury (Attachment #1). It is recommended the City Council approve the refuse collection and recycling rates set forth in the attached charts to become effective July 1, 2024.

### ANALYSIS

Burrtec Waste Services began providing franchised refuse collection and recycling services in the City of Bradbury on July 1997. The initial rates for Burrtec's services were set forth in its contract and were the result of a lengthy competitive bid process and extensive negotiations. In February 2011, the City Council granted a contract extension along with service amendments to Burrtec Waste Industries to continue service until June 2018. In June 2016, the City Council granted another contract extension to continue until June 2025.

The City's contract with Burrtec sets forth a specific formula by which refuse collection and recycling rates are to be adjusted over time. The City's responsibility is to review the

FOR CITY COUNCIL AGENDA \_\_\_\_\_

AGENDA ITEM # \_\_\_\_\_

rates proposed by Burrtec and confirm that the calculations are correct. The basic contract provisions are as follows:

- Rates are adjusted up or down based on the contract formula that accounts for various cost factors, including Consumer Price Index (CPI).
- A 4% cap is set forth on each annual adjustment.
- Burrtec may petition the City Council for an adjustment in excess of 4%, when justified by extraordinary circumstances.

Overall, Bradbury residents appear to be quite satisfied with Burrtec, and City Hall has received very few complaints about trash services. Since receiving Burrtec's request, Staff has been reviewing the cost data supplied by Burrtec, and the cost increases calculated by Burrtec seem reasonable.

Mr. Michael Heftman, Director of Municipal Services, will be present during this report to make a brief presentation and answer any specific questions.

### **FINANCIAL ANALYSIS**

Burrtec provides approximately \$39,000 in franchise waste management fees to the City annually. There may be a minimal increase in revenue from franchise fees to the City from the additional fees collected from services rendered by residents.

### **STAFF RECOMMENDATION**

It is recommended that the City Council approve the refuse collection and recycling rates set forth in the attached charts to become effective July 1, 2024.

# **ATTACHMENT #1**



# **BURRTEC**

**WASTE INDUSTRIES, INC.**

*"We'll Take Care Of It"*

May 8, 2024

Mr. Kevin Kearney  
City of Bradbury  
600 Winston Avenue  
Bradbury, CA 91010

RE: Annual Rate Adjustment 2024

Dear Mr. Kearney:

Please accept this as Burrtec's formal 2024 annual rate adjustment request. Attached are the draft rate review worksheets detailing the consumer price index adjustments and respective disposal and processing pass-through costs.

The consumer price index (CPI) based on the July 2023 All Urban Consumer Price Index for Los Angeles – Long Beach – Anaheim, CA is 2.72% and was incorporated into the calculations. Trash, green waste and recyclables continued to be delivered to the Material Recovery Facility (MRF) in Azusa. Bradbury remains under a CalRecycle approved waiver for SB 1383 compliance negating the need for food waste recycling programs but is still required to comply with procurement requirements.

Bradbury residential barrel and green waste bin customers' disposal tonnages increased significantly over the rate adjustment period. However, trash disposal tip fees increased minimally from \$68.70/ton to \$68.75/ton, green waste disposal tip fees remained unchanged at \$125/ton, and residential recyclables processing tip fees had a moderate reduction from \$9.02/ton to \$5.15/ton.

Thank you for your consideration of the requested rate adjustment.

Sincerely,

Michael Heftman  
Director Municipal Services

cc: Bob Coon, Chief Financial Officer, Burrtec  
Richard Nino, Vice President, Burrtec

**City of Bradbury  
Burrtec Waste Services  
Annual Refuse Collection and Recycling Rate Adjustment  
Effective July 1, 2024**

	Current 2023 New Rates	Proposed 2024 New Rates	Change	
Residential Service:				
90/60/60	32.07	33.99	5.99%	
60/60/60	28.16	29.88	6.11%	
40/60/60	26.35	27.70	5.12%	
40/60/60 - Senior and/or handicapped	25.46	26.79	5.22%	
Additional 90 gallon refuse container (each)	7.86	8.07	2.67%	
Additional 60 gallon refuse container (each)	6.27	6.45	2.87%	
Extra refuse container collection/service (each)	16.62	17.07	2.71%	
Additional recycling container - one	no charge	no charge		
Additional recycling containers - two or more (each)	1.58	1.63	3.16%	
Green waste containers (1-5 customer owned bbls)	no charge	no charge		
Green waste containers (6-11 customer owned bbls)	29.04	29.84	2.75%	
Green waste containers (12-20 customer owned bbls)	81.32	83.53	2.72%	
Additional green waste container (60 gal)	1.58	1.63	3.16%	
Wildlife deterrent barrel (+ base fee)	9.69	9.96	2.79%	
Barrel Exchange (one exchange per year at no charge, does not apply to graffiti or damaged barrels)	18.75	19.25	2.67%	
Barrel Replacement (customer damaged)	80.75	82.95	2.72%	
Backyard collection:				
Resident requested convenience (+ base fee)	71.07	73.00	2.72%	
Backyard collection - shuttle/scout (+ base fee)	71.07	73.00	2.72%	
Manual backyard collection - shuttle (+ base)	93.73	96.27	2.71%	
Senior and/or handicapped	base fee only	base fee only		
Additional Bulky Items Pickup (2 free per year)	n/a	31.45	n/a	
Bradbury Estates (scout service) (+ base fee)	7.89	8.11	2.79%	
Refuse bin collection:				
Bin Size	Times per Week			
1	1	106.09	107.75	1.56%
1	2	178.47	180.86	1.34%
1.5	1	119.61	121.02	1.18%
1.5	2	199.41	201.13	0.86%
2	1	151.28	152.91	1.08%
2	2	245.04	246.76	0.70%
3	1	171.12	172.07	0.56%
3	2	276.21	276.33	0.04%
3	3	405.08	405.01	-0.02%
3	4	522.07	521.48	-0.11%
3	5	639.00	637.89	-0.17%
3	6	756.01	754.39	-0.21%
4	1	228.13	229.41	0.56%
4	2	364.45	364.50	0.01%
4	3	500.77	499.59	-0.24%
4	4	637.17	634.77	-0.38%
4	5	773.51	769.89	-0.47%
4	6	909.80	904.97	-0.53%
6	1	342.27	344.18	0.56%
6	2	515.37	514.60	-0.15%
6	3	688.42	684.96	-0.50%
6	4	861.54	855.39	-0.71%
6	5	1,034.59	1,025.76	-0.85%
6	6	1,207.65	1,196.13	-0.95%

**City of Bradbury  
Burrtec Waste Services  
Annual Refuse Collection and Recycling Rate Adjustment  
Effective July 1, 2024**

		<b>Current 2023 New Rates</b>	<b>Proposed 2024 New Rates</b>	<b>Change</b>
<b>Recycling bin collection:</b>				
<u>Bin Size</u>	<u>Times per Week</u>			
60 gal	1	12.78	13.13	2.74%
1.5	1	84.55	86.26	2.02%
2	1	106.07	108.16	1.97%
2	2	148.31	150.78	1.67%
3	1	130.33	132.70	1.82%
3	2	193.41	196.32	1.50%
3	3	280.90	285.01	1.46%
3	4	356.17	361.15	1.40%
3	5	431.41	437.27	1.36%
3	6	506.68	513.41	1.33%
<b>Green waste bin collection:</b>				
<u>Bin Size</u>	<u>Times per Week</u>			
1.5	1	134.61	145.20	7.87%
2	1	188.61	202.97	7.61%
2	2	377.23	405.96	7.62%
3	1	271.37	292.60	7.82%
3	2	472.48	513.03	8.58%
3	3	697.36	757.87	8.68%
3	4	911.44	991.62	8.80%
3	5	1,125.49	1,225.36	8.87%
3	6	1,339.64	1,459.18	8.92%
<b>Manure bin collection:</b>				
<u>Bin Size</u>	<u>Times per Week</u>			
1.5	1	261.84	263.50	0.63%
2	1	358.25	360.71	0.69%
2	2	716.51	721.44	0.69%
3	1	525.84	529.21	0.64%
3	2	981.41	986.24	0.49%
3	3	1,460.75	1,467.70	0.48%
3	4	1,929.29	1,938.05	0.45%
3	5	2,397.82	2,408.40	0.44%
3	6	2,866.42	2,878.81	0.43%
<b>Bin push rates:</b>				
<u>Distance</u>	<u>Times per Week</u>			
0'-25'	all frequencies	0.00	0.00	n/a
26'-50'	per pick-up	7.23	7.43	2.77%
51'-75'	per pick-up	10.87	11.16	2.67%
76'-100'	per pick-up	14.46	14.86	2.77%
101'-125'	per pick-up	18.09	18.58	2.71%
126'-150'	per pick-up	21.73	22.32	2.72%
151'-175'	per pick-up	25.33	26.02	2.72%
176'-200'	per pick-up	28.97	29.76	2.73%
200'+	foot/per pick-up	0.12	0.12	0.00%
<b>Bradbury Estates - pullout service (per bin per collection)</b>		<b>51.08</b>	<b>52.46</b>	<b>2.70%</b>



**City of Bradbury  
Burrtec Waste Services  
Annual Refuse Collection and Recycling Rate Adjustment  
Effective July 1, 2024**

		<b>Current 2023 New Rates</b>	<b>Proposed 2024 New Rates</b>	<b>Change</b>
<b>Refuse Rolloff containers:</b>				
	<u>Size</u> <u>Tonnage</u>			
	10            5	<b>612.78</b>	<b>619.45</b>	1.09%
	20            5	<b>612.78</b>	<b>619.45</b>	1.09%
	30            5	<b>612.78</b>	<b>619.45</b>	1.09%
	40            5	<b>612.78</b>	<b>619.45</b>	1.09%
	Compactor    5	<b>676.67</b>	<b>685.08</b>	1.24%
<b>Source Separated Recyclables Rolloff (Green Waste, Manure, Inerts)</b>				
	<u>Size</u> <u>Tonnage</u>			
	All sizes    plus disposal	<b>248.40</b>	<b>255.16</b>	2.72%
<b>Construction &amp; Demolition containers</b>				
	<u>Size</u> <u>Tonnage</u>			
	All sizes    plus disposal	<b>330.62</b>	<b>339.61</b>	2.72%
<b>Extra Bin Services:</b>				
	Extra refuse bin collection/service	<b>55.93</b>	<b>57.45</b>	2.72%
	Bin Exchange (one exchange per year at no charge, does not apply to graffiti or damaged bins)	<b>93.73</b>	<b>96.27</b>	2.71%
	Bin Replacement + actual cost of bin (lost or stolen)	<b>103.82</b>	<b>106.65</b>	2.73%
	Lock - monthly rental	<b>7.86</b>	<b>8.07</b>	2.67%
	Lock removed - damaged by customer	<b>33.07</b>	<b>33.97</b>	2.72%
<b>Temporary Bin Services:</b>				
	3 Cubic Yd (7 day use)	<b>163.66</b>	<b>168.11</b>	2.72%
	Dump & Return	<b>163.66</b>	<b>168.11</b>	2.72%
	Permanent Boxes - Weekly Rent Fee	<b>232.61</b>	<b>238.91</b>	2.71%
	Temporary Boxes - Daily Rent Fee	<b>33.23</b>	<b>34.13</b>	2.71%
	Roll-Off Dry Run/Relocation	<b>75.57</b>	<b>77.63</b>	2.73%
<b>Street Sweeping:</b>		<b>392.93</b>	<b>403.62</b>	2.72%

CITY OF BRADBURY  
Burrtec Waste Services, LLC  
July 2024  
Residential Barrel Components

Components	Current Rates July 2023				Proposed Rates July 2024			
	90 Gallon	60 Gallon	40 Gallon	40 Senior	90 Gallon	60 Gallon	40 Gallon	40 Senior
Service	\$14.64	\$13.24	\$13.01	\$12.20	\$15.04	\$13.60	\$13.36	\$12.53
Disposal	\$14.64	\$13.24	\$13.01	\$12.20	\$15.04	\$13.60	\$13.36	\$12.53
Refuse	6.43	4.28	2.86	2.86	7.01	4.71	2.97	2.97
Greenwaste	7.97	7.97	7.97	7.97	8.62	8.62	8.62	8.62
Recycling	0.14	0.14	0.14	0.14	0.09	0.09	0.09	0.09
Total Disposal	14.54	12.39	10.97	10.97	15.72	13.42	11.68	11.68
SB 1383					0.17	0.17	0.17	0.17
Franchise Fees	2.89	2.53	2.37	2.29	3.06	2.69	2.49	2.41
Total	\$32.07	\$28.16	\$26.35	\$25.46	\$33.99	\$29.88	\$27.70	\$26.79
Increase/Percent	\$4.12 14.74%	\$3.75 15.36%	\$3.58 15.72%	\$3.53 16.10%	\$1.92 5.99%	\$1.72 6.11%	\$1.35 5.12%	\$1.33 5.22%
(a)	CPI 7/2022 7.74%				CPI 7/2023 2.72%			
(1)	187.07 refuse 90 gal pounds/month at \$68.70/ton.				204.06 refuse 90 gal pounds/month at \$68.75/ton.			
(2)	127.56 g/w pounds/month at \$125/ton.				137.92 g/w pounds/month at \$125/ton.			
(3)	31.54 recycling pounds/month at \$9.02/ton.				36.82 recycling pounds/month at \$5.15/ton.			
(4)	9% of total rate.				9% of total rate.			
(5)	124.71 refuse 60 gal pounds/month at \$68.70/ton.				137.03 refuse 60 gal pounds/month at \$68.75/ton.			
(6)	83.14 refuse 40 gal pounds/month at \$68.70/ton.				86.44 refuse 40 gal pounds/month at \$68.75/ton.			

CITY OF BRADBURY  
 Burrtec Waste Services, LLC  
 July 2024  
 Refuse Bin Components

Bin Size	Frequency	Current Rates July 2023					Proposed Rates July 2024					Increase \$	Increase %
		Prior Year Total Service Rate	CPI 7.74%	Disposal \$68.70	Franchise Fee 9%	Total Service Rate	Prior Year Total Service Rate	CPI 2.72%	Disposal \$68.75	SB 1383 \$0.17	Franchise Fee 9%	Total Service Rate	
1	1	75.11	5.81	15.63	9.54	\$ 106.09	80.92	2.20	14.90	0.04	9.69	\$ 107.75	\$ 1.66 1.56%
1	2	121.73	9.42	31.26	16.06	\$ 178.47	131.15	3.57	29.79	0.07	16.28	\$ 180.86	\$ 2.39 1.34%
1.5	1	79.27	6.14	23.44	10.76	\$ 119.61	85.41	2.32	22.34	0.06	10.89	\$ 121.02	\$ 1.41 1.18%
1.5	2	124.90	9.67	46.89	17.95	\$ 199.41	134.57	3.66	44.69	0.11	18.10	\$ 201.13	\$ 1.72 0.86%
2	1	98.76	7.64	31.26	13.62	\$ 151.28	106.40	2.89	29.79	0.07	13.76	\$ 152.91	\$ 1.63 1.08%
2	2	148.93	11.53	62.52	22.06	\$ 245.04	160.46	4.36	59.58	0.15	22.21	\$ 246.76	\$ 1.72 0.70%
3	1	101.01	7.82	46.89	15.40	\$ 171.12	108.83	2.96	44.69	0.11	15.48	\$ 172.07	\$ 0.95 0.56%
3	2	146.25	11.32	93.78	24.86	\$ 276.21	157.57	4.29	89.38	0.22	24.87	\$ 276.33	\$ 0.12 0.04%
3	3	211.59	16.38	140.66	36.45	\$ 405.08	227.97	6.20	134.06	0.33	36.45	\$ 405.01	\$ (0.07) -0.02%
3	4	266.87	20.66	187.55	46.99	\$ 522.07	287.53	7.82	178.75	0.44	46.94	\$ 521.48	\$ (0.59) -0.11%
3	5	322.12	24.93	234.44	57.51	\$ 639.00	347.05	9.44	223.44	0.55	57.41	\$ 637.89	\$ (1.11) -0.17%
3	6	377.43	29.21	281.33	68.04	\$ 756.01	406.64	11.06	268.13	0.66	67.90	\$ 754.39	\$ (1.62) -0.21%
4	1	134.66	10.42	62.52	20.53	\$ 228.13	145.08	3.95	59.58	0.15	20.65	\$ 229.41	\$ 1.28 0.56%
4	2	191.78	14.84	125.03	32.80	\$ 364.45	206.62	5.62	119.17	0.29	32.80	\$ 364.50	\$ 0.05 0.01%
4	3	248.89	19.26	187.55	45.07	\$ 500.77	268.15	7.29	178.75	0.44	44.96	\$ 499.59	\$ (1.18) -0.24%
4	4	306.06	23.69	250.07	57.35	\$ 637.17	329.75	8.97	238.33	0.59	57.13	\$ 634.77	\$ (2.40) -0.38%
4	5	363.19	28.11	312.59	69.62	\$ 773.51	391.30	10.64	297.92	0.74	69.29	\$ 769.89	\$ (3.62) -0.47%
4	6	420.29	32.53	375.10	81.88	\$ 909.80	452.82	12.32	357.50	0.88	81.45	\$ 904.97	\$ (4.83) -0.53%
6	1	202.05	15.64	93.78	30.80	\$ 342.27	217.69	5.92	89.38	0.22	30.97	\$ 344.18	\$ 1.91 0.56%
6	2	261.21	20.22	187.55	46.39	\$ 515.37	281.43	7.66	178.75	0.44	46.32	\$ 514.60	\$ (0.77) -0.15%
6	3	320.34	24.79	281.33	61.96	\$ 688.42	345.13	9.39	268.13	0.66	61.65	\$ 684.96	\$ (3.46) -0.50%
6	4	379.52	29.38	375.10	77.54	\$ 861.54	408.90	11.12	357.50	0.88	76.99	\$ 855.39	\$ (6.15) -0.71%
6	5	438.65	33.95	468.88	93.11	\$ 1,034.59	472.60	12.85	446.88	1.11	92.32	\$ 1,025.76	\$ (8.83) -0.85%
6	6	497.78	38.53	562.65	108.69	\$ 1,207.65	536.31	14.59	536.25	1.33	107.65	\$ 1,196.13	\$ (11.52) -0.95%

CITY OF BRADBURY  
 Burrtec Waste Services, LLC  
 July 2024  
 Recycling Bin Components

Bin Size	Frequency	Current Rates July 2023					Proposed Rates July 2024					Increase \$	Increase %
		Prior Year Total Service Rate	CPI 7.74%	Recycling Processing \$ 9.02	Franchise Fee 9%	Total Monthly Rate	Prior Year Total Service Rate	CPI 2.72%	Recycling Processing \$ 5.15	Franchise Fee 9%	Total Monthly Rate		
1.5	1	70.33	5.44	1.17	7.61	\$ 84.55	75.77	2.06	0.67	7.76	\$ 86.26	\$ 1.71	2.02%
2	1	88.14	6.82	1.56	9.55	\$ 106.07	94.96	2.58	0.89	9.73	\$ 108.16	\$ 2.09	1.97%
2	2	122.36	9.47	3.13	13.35	\$ 148.31	131.83	3.59	1.79	13.57	\$ 150.78	\$ 2.47	1.67%
3	1	107.90	8.35	2.35	11.73	\$ 130.33	116.25	3.16	1.34	11.95	\$ 132.70	\$ 2.37	1.82%
3	2	159.00	12.31	4.69	17.41	\$ 193.41	171.31	4.66	2.68	17.67	\$ 196.32	\$ 2.91	1.50%
3	3	230.72	17.86	7.04	25.28	\$ 280.90	248.58	6.76	4.02	25.65	\$ 285.01	\$ 4.11	1.46%
3	4	292.12	22.61	9.38	32.06	\$ 356.17	314.73	8.56	5.36	32.50	\$ 361.15	\$ 4.98	1.40%
3	5	353.50	27.36	11.73	38.82	\$ 431.41	380.86	10.36	6.70	39.35	\$ 437.27	\$ 5.86	1.36%
3	6	414.90	32.11	14.07	45.60	\$ 506.68	447.01	12.16	8.03	46.21	\$ 513.41	\$ 6.73	1.33%

CITY OF BRADBURY  
 Burrtec Waste Services, LLC  
 July 2024  
 Manure Bin Components

Bin Size	Frequency	Current Rates July 2023					Proposed Rates July 2024					Increase \$	Increase %
		Prior Year Total Service Rate	CPI 7.74%	Disposal \$ 125.00	Franchise Fee 9%	Total Monthly Rate	Prior Year Total Service Rate	CPI 2.72%	Disposal \$ 125.00	Franchise Fee 9%	Total Monthly Rate		
1.5	1	51.48	3.98	182.81	23.57	\$ 261.84	55.46	1.51	182.81	23.72	\$ 263.50	\$ 1.66	0.63%
2	1	76.34	5.91	243.75	32.25	\$ 358.25	82.25	2.24	243.75	32.47	\$ 360.71	\$ 2.46	0.69%
2	2	152.71	11.82	487.50	64.48	\$ 716.51	164.53	4.48	487.50	64.93	\$ 721.44	\$ 4.93	0.69%
3	1	104.77	8.11	365.63	47.33	\$ 525.84	112.88	3.07	365.63	47.63	\$ 529.21	\$ 3.37	0.64%
3	2	150.20	11.63	731.25	88.33	\$ 981.41	161.83	4.40	731.25	88.76	\$ 986.24	\$ 4.83	0.49%
3	3	215.70	16.70	1,096.88	131.47	\$ 1,460.75	232.40	6.32	1,096.88	132.10	\$ 1,467.70	\$ 6.95	0.48%
3	4	272.10	21.06	1,462.50	173.63	\$ 1,929.29	293.16	7.97	1,462.50	174.42	\$ 1,938.05	\$ 8.76	0.45%
3	5	328.47	25.42	1,828.13	215.80	\$ 2,397.82	353.89	9.63	1,828.13	216.75	\$ 2,408.40	\$ 10.58	0.44%
3	6	384.90	29.79	2,193.75	257.98	\$ 2,866.42	414.69	11.28	2,193.75	259.09	\$ 2,878.81	\$ 12.39	0.43%

CITY OF BRADBURY  
 Burrtec Waste Services, LLC  
 July 2024  
 Greenwaste Bin Components

Bin Size	Frequency	Current Rates July 2023					Proposed Rates July 2024					Increase \$	Increase %
		Prior Year Total Service Rate	CPI 7.74%	Disposal \$ 125.00	Franchise Fee 9%	Total Monthly Rate	Prior Year Total Service Rate	CPI 2.72%	Disposal \$ 125.00	Franchise Fee 9%	Total Monthly Rate		
1.5	1	51.48	3.98	67.03	12.12	\$ 134.61	55.46	1.51	75.16	13.07	\$ 145.20	\$ 10.59	7.87%
2	1	76.34	5.91	89.38	16.98	\$ 188.61	82.25	2.24	100.21	18.27	\$ 202.97	\$ 14.36	7.61%
2	2	152.71	11.82	178.75	33.95	\$ 377.23	164.53	4.48	200.42	36.53	\$ 405.96	\$ 28.73	7.62%
3	1	104.77	8.11	134.06	24.43	\$ 271.37	112.88	3.07	150.31	26.34	\$ 292.60	\$ 21.23	7.82%
3	2	150.20	11.63	268.13	42.52	\$ 472.48	161.83	4.40	300.63	46.17	\$ 513.03	\$ 40.55	8.58%
3	3	215.70	16.70	402.19	62.77	\$ 697.36	232.40	6.32	450.94	68.21	\$ 757.87	\$ 60.51	8.68%
3	4	272.10	21.06	536.25	82.03	\$ 911.44	293.16	7.97	601.25	89.24	\$ 991.62	\$ 80.18	8.80%
3	5	328.47	25.42	670.31	101.29	\$ 1,125.49	353.89	9.63	751.56	110.28	\$ 1,225.36	\$ 99.87	8.87%
3	6	384.90	29.79	804.38	120.57	\$ 1,339.64	414.69	11.28	901.88	131.33	\$ 1,469.18	\$ 119.54	8.92%

CITY OF BRADBURY  
 Burrtec Waste Services, LLC  
 July 2024  
 Rolloff Rate Components

Refuse

Size	Maximum Tonnage	Current Rates July 2023					Proposed Rates July 2024					Increase \$	Increase %
		Prior Year Total Service Rate	CPI 7.74%	Disposal \$	Franchise Fee 9.0%	Total Monthly Rate	Prior Year Total Service Rate	CPI 2.72%	Disposal \$	Franchise Fee 9.0%	Total Monthly Rate		
10/20 yard	5	198.75	15.38	343.50	55.15	\$ 612.78	214.13	5.82	343.75	55.75	\$ 619.45	\$ 6.67	1.09%
30 yard	5	198.75	15.38	343.50	55.15	\$ 612.78	214.13	5.82	343.75	55.75	\$ 619.45	\$ 6.67	1.09%
40 yard	5	198.75	15.38	343.50	55.15	\$ 612.78	214.13	5.82	343.75	55.75	\$ 619.45	\$ 6.67	1.09%
Compactor	5	252.71	19.56	343.50	60.90	\$ 676.67	272.27	7.41	343.75	61.65	\$ 685.08	\$ 8.41	1.24%

Source Separated Recyclables (Green Waste, Manure, Inerts)

Size	Maximum Tonnage	Current Rates July 2023					Proposed Rates July 2024					Increase \$	Increase %
		Service Rate	CPI 7.74%	Disposal	Franchise Fee 9.0%	Total Monthly Rate	Service Rate	CPI 2.72%	Disposal	Franchise Fee 9.0%	Total Monthly Rate		
All Sizes	5	209.81	16.24	Actual	\$ 22.35	\$ 248.40	226.05	6.15	Actual	\$ 22.96	\$ 255.16	\$ 6.76	2.72%

C&D (Plus Disposal)

Size	Maximum Tonnage	Current Rates July 2023					Proposed Rates July 2024					Increase \$	Increase %
		Service Rate	CPI 7.74%	Disposal	Franchise Fee 9.0%	Total Monthly Rate	Service Rate	CPI 2.72%	Disposal	Franchise Fee 9.0%	Total Monthly Rate		
All Sizes	10	279.25	21.61	Actual	29.76	\$ 330.62	300.86	8.18	Actual	30.57	\$ 339.61	\$ 8.99	2.72%

Rolloff Rate Components

Excess Disposal

Size	Maximum Tonnage	Current Rates July 2023			Proposed Rates July 2024			Increase \$	Increase %
		Excess Disposal Per Ton	Franchise Fee 9.0%	Total Monthly Rate	Excess Disposal Per Ton	Franchise Fee 9.0%	Total Monthly Rate		
Refuse/Contaminated manure (WM)		68.70	6.79	\$ 75.49	68.75	6.80	\$ 75.55	\$ 0.06	0.08%
Greenwaste/Mixed Organics (WM)		125.00	12.36	\$ 137.36	125.00	12.36	\$ 137.36	\$ -	0.00%

Service	July 2023 Rate	July 2024 Proposed Rate	Increase
<b>Residential Barrels (Monthly)</b>			
Additional Recycling Barrel	\$1.58	\$1.63	3.16%
Additional Green Waste Barrel	\$1.58	\$1.63	3.16%
Additional 60 Gallon Trash Barrel	\$6.27	\$6.45	2.87%
Additional 90 Gallon Trash Barrel	\$7.86	\$8.07	2.67%
Wildlife Deterrent Barrels	\$9.69	\$9.96	2.79%
Barrel Exchange (one exchange per year at no charge, does not apply to graffiti or damaged barrels)	\$18.75	\$19.25	2.67%
Barrel Replacement (customer damaged)	\$80.75	\$82.95	2.72%
<b>Backyard Collection (Billed Quarterly)</b>			
Residential Requested Convenience Collection (Plus Base Fee)	\$71.07	\$73.00	2.72%
Resident Shuttle Collection - Curbside (Determined by us, Plus Base Fee)	\$71.07	\$73.00	2.72%
Manual Backyard Collection - Shuttle (Scout) Service (Plus Base Fee)	\$93.73	\$96.27	2.71%
Senior and/or Handicapped Collection	Base Fee Only	Base Fee Only	
<b>Bradbury Estates</b>			
Scout Service (Recycling Barrel)	\$7.89	\$8.11	2.79%
Scout Service (Per Bin Per Pick-up)	\$51.08	\$52.46	2.70%
<b>Green Waste Extra Barrel Service</b>			
Extra barrels 0-5	\$0.00	\$0.00	
Extra barrels 6-11	\$29.04	\$29.84	2.75%
Extra barrels 12-20	\$81.32	\$83.53	2.72%
<b>Extra Pick-up Rate</b>			
Barrel	\$16.62	\$17.07	2.71%
Bin	\$55.93	\$57.45	2.72%
Bin Exchange (one exchange per year at no charge, does not apply to graffiti or damaged bins)	\$93.73	\$96.27	2.71%
Bin Replacement + actual cost of bin (lost or stolen)	\$103.82	\$106.65	2.73%
Additional Bulky Items pickup (2 free/year)	n/a	\$31.45	n/a
<b>Commercial</b>			
Recycling 60 Gal Barrel	\$12.78	\$13.13	2.74%
<b>Temp Bin</b>			
3 Cubic Yard (7 day use)	\$163.66	\$168.11	2.72%
Dump and Return	\$163.66	\$168.11	2.72%
<b>Locks</b>			
Lock Removal/damaged by Customer (1 time)	\$33.07	\$33.97	2.72%
Lock Installed and Monthly Rental	\$7.86	\$8.07	2.67%
<b>Push-out Rates (Per Container 1x Per Week)</b>			
0-25 feet	N/C	N/C	
26-50 feet	\$7.23	\$7.43	2.77%
51-75 feet	\$10.87	\$11.16	2.67%
76-100 feet	\$14.46	\$14.86	2.77%
101-125 feet	\$18.09	\$18.58	2.71%
126-150 feet	\$21.73	\$22.32	2.72%
151-175 feet	\$25.33	\$26.02	2.72%
176-200 feet	\$28.97	\$29.76	2.73%
Over 200 feet (per foot)	\$0.12	\$0.12	0.00%
<b>Roll Off</b>			
Dry Run Charge	\$75.57	\$77.63	2.73%
Rental Charges:			
Permanent Boxes (weekly)	\$232.61	\$238.91	2.71%
Temporary Boxes (charged daily on days exceeding allowed time)	\$33.23	\$34.13	2.71%



CITY OF BRADBURY  
Burrtec Waste Services, LLC  
July 2024  
Streetsweeping

7/1/2023 Monthly Rate	CPI 2.72%	7/1/2024 Monthly Rate	Increase \$	Increase %
\$ 392.93	\$ 10.69	\$ 403.62	\$ 10.69	2.72%

Note:

1. Service is provided twice a month.

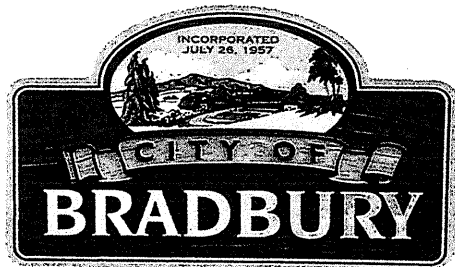
**CPI-All Urban Consumers (Current Series)**  
**Original Data Value**

Series Id: CUURS49ASA0

**Not Seasonally Adjusted**

**Series:** All items in Los Angeles-Long Beach-Anaheim, CA, all  
**Title:** urban consumers, not seasonally adjusted  
**Area:** Los Angeles-Long Beach-Anaheim, CA  
**Item:** All items  
**Base:** 1982-84=100  
**Period:**  
**Years:** 2000 to 2023

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	July vs July
2021	280.178	281.347	282.648	285.808	287.620	289.218	290.890	291.333	292.209	294.961	296.790	297.925	289.244	3.930%
2022	301.209	302.164	306.679	308.302	310.649	314.072	313.415	313.608	315.033	317.014	314.633	312.601	310.782	7.740%
2023	318.591	317.571	317.873	320.089	320.514	322.055	321.931	324.050	324.984	324.545	323.341	323.456	321.583	2.720%



*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: June 18, 2024

SUBJECT: **ADOPTION OF BUDGET FOR FISCAL YEAR 2024 – 2025**

ATTACHMENTS: 1. Resolution No. 24-11: Annual Budget for FY2024-25  
2. Resolution No. 24-12: COPS Funds  
3. Resolution No. 24-13: SB1 Funds  
4. FY 2024 – 2025 Work Plan  
5. FY 2024 – 2025 Projected Fund Activity by Fund  
6. FY 2024 – 2025 Revenue Projections  
7. FY 2024 – 2025 Expenditure Projections

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### **SUMMARY**

The proposed Fiscal Year 2024 – 2025 draft budget is a snap-shot of next year's budget forecast, and it allows the City Council to discuss any priorities in the coming year.

The budget determines the City's resource priorities and sets the course for years to come. The City Council does that by linking the most important, highest priority items for the City to accomplish over the next year with the necessary resources.

It is recommended that the City Council adopt Resolution No. 24-11 approving the City of Bradbury's Annual Budget for Fiscal Year 2024-2025, Resolution No. 24-12 approving the expenditure plan for grant funds pursuant to Citizen's Options for Public Safety (COPS)/Supplemental Law Enforcement Service Fund, and Resolution No. 24-13 approving SB1 funds to be dedicated to the Bradbury Road Widening project.

### **ANALYSIS**

Linking objectives with necessary resources involves a process that identifies key goals prior to budget preparation, and these goals become priorities for the budget process.

FOR CITY COUNCIL AGENDA \_\_\_\_\_

AGENDA ITEM # \_\_\_\_\_

The following five key goals (in no particular order of importance) have been developed by the City Council:

- **Disaster Preparedness**
- **Fiscal Responsibility**
- **Capital Improvements**
- **Infrastructure Improvements**
- **City Beautification**

## **DISCUSSION**

### ***A Snapshot of the Budget FY 2024 - 2025***

Revenue projects are based on the trends and forecast reports from the County and State. These estimates are conservative and reflect the expectation of the City's revenues from the previous year.

Revenue to the General Fund projected at \$1,396,498 and expenditures total is \$1,460,532. The City's major General Fund revenue sources are Property Tax, Transfer Tax, Franchise Fees and Fees for Service. It should be noted that the General Fund revenues are subject to changes in economic conditions and can fluctuate significantly. The city expects revenues from licenses and permits to remain relatively stable into the upcoming year. There is not an expectation that construction activity revenue streams will significantly increase into the new fiscal year.

Below is a summary for the upcoming Fiscal Year:

Projected General Fund Revenue =	\$1,396,498
Projected General Fund Expenditures =	\$1,460,532
Projected Difference	\$ (64,034)
Projected Fund Balance =	\$3,192,514
Projected General Fund Reserves =	\$1,200,000
Projected Infrastructure Reserves =	\$ 200,000
Projected Contingency =	\$ 5,000
Projected General Fund Liability =	\$ 25,000
Unreserved General Fund Balance =	\$4,622,514

### ***Significant Projects Completed in FY 2023-24***

- *Policies, Ordinances, Projects, and Accomplishments*

A wide variety of policies, ordinances, and projects were completed throughout the year. These include:

- ✓ Facilitated City Council Retreat
- ✓ Updated City's Investment Policy
- ✓ Planned 2 Separate Bradbury Night Outs
- ✓ Completed Lemon Avenue Trail Project
- ✓ Adopted Update to the Land Use Element
- ✓ Renewed and Managed the CSO Program
- ✓ Continuance of Routine Performance Evaluations
- ✓ Resolved Litigation re: the City's Housing Element
- ✓ Adopted Update to the Health and Safety Element
- ✓ Shifted to the November General Municipal Elections Cycle
- ✓ Resolved Litigation on the Bradbury Road Widening Project
- ✓ Adopted City's 2021-2029 (6<sup>th</sup> Cycle) Housing Element and accompanying Environmental Mitigation
- ✓ Facilitated Conversation on Royal Oaks Community Annexation and Worked with LAFCO on Annexation Efforts

▪ *Municipal Code Amendments*

Over the past year, the City has amended its municipal codes related to Secondary Living Quarters, allowance of 8ft walls in selected areas, Density Bonus laws, policies and procedures related to reasonable accommodations, secondary living quarters and SB 9 units, and code amendments for Housing Element programs, an overlay zone, specific plans, clarified open space as a permitted use and an amendment to the zoning map.

▪ *Public Safety Committee*

The Public Safety Committee serves as an advisory body for matters concerning law enforcement priorities, crime prevention, animal control, and emergency preparedness. This year, the Committee played a crucial role in updating the City's Local Hazard Mitigation Plan. Throughout the year, the Committee welcomed various guests to its monthly meetings, including representatives from the Area D Office of Disaster Management and professional planning consultants from Atlas Planning Solutions. Additionally, the Committee has been and continues to discuss the potential acquisition of emergency radios and infrastructure. This will be the first year Bradbury has had two (2) separate Bradbury Night Out events to plan in a singular Fiscal Year. The Committee has and continues to spearhead a Community Action Plan and has performed an inventory of emergency supplies.

▪ *Ongoing Projects*

The City has a number of projects that are currently pending that are expected to blend from this Fiscal Year and into the next. These include:

- ✓ A Comprehensive User Fee Study
- ✓ Update of the Hazard Mitigation Plan
- ✓ Evaluation of Police Services in the City
- ✓ Planning of Street Signage Replacement
- ✓ Development of a Public Safety Committee Manual

- ✓ Purchasing of Radios for the Public Safety Committee
- ✓ Development Discussion on an Emergency Operations Center
- ✓ Continued Work Toward the Bradbury Road Street Widening Project

### **New Items for Consideration in FY 2024 – 2025**

#### **Recommended New Items Utilizing Restricted Funds: Currently in Budget**

- *COPS/SLESF Funds - \$151,028 (Restricted Funds)*

The City receives \$102,200 in Citizens' Option for Public Safety (COPS) / Supplemental Law Enforcement Services Fund (SLESF) funding from the State for additional local law enforcement purposes each Fiscal Year. The City will have a \$471,710 at the end of this Fiscal year and will add another \$100,000 in FY 24/25. This past year, the City utilized funding for two (2) contracted Monrovia CSOs and administrative supplies (such as tickets and equipment). Extra Sheriff's Department spot-patrol in Bradbury has been utilized in the past but has been placed on hold.

In October 2022, the City Council approved a MOU with the City of Monrovia to have the CSO program include two (2) CSOs. The MOU has a 3-year lifetime from 2022 to 2025 at a set rate of \$299,056 which Bradbury and Monrovia split the cost at \$149,528 for each City. This covers two (2) CSO labor/wages, vehicle costs, standard equipment, uniforms, and training. As such, Staff is recommending the following for this upcoming fiscal year:

➤ \$149,528	Two Monrovia CSO
➤ \$ 1,500	Supplies
<b>\$151,028</b>	<b>TOTAL</b>

It should be noted that the current recommendation still places on hold the allocation of funds to LASD for additional spot-patrol. However, LASD is currently holding \$62,175 in City COPS funds from past years that can be utilized for future use.

#### **Recommended New Items Utilizing General Funds: Currently in Budget**

- *Los Angeles Sheriff's Department Contract Increase - \$4,458*

The Sheriff's Department has notified the City that their contracting cost model will overall increase by 3.44%. Negotiated employee salary increases have contributed to the rate increase. The liability surcharge on LASD services increased to 12.5% (from 12%). The liability surcharge increase occurred based on the review of the annual actuary study, the pro forma analysis, and the current financial condition of the liability trust fund. The current contract between Bradbury and LASD accounts for 730 annual scheduled hours within the City.

- *COLA Adjustments of 4% for Staff - \$13,150*

The following are COLA increases for Staff, which includes the City Manager, City Clerk, and Management Analyst positions.

- *RKA Engineering Increases – Various Changes*

RKA Consulting Group has adopted a fee schedule with the following changes effective July 1, 2024:

<b>Hourly Rate Schedule</b>	<b>Current</b>	<b>Proposed</b>
Project Principal/City Engineer	\$160	\$170
Engineering/CADD Technician	\$85	\$95
Public Works Inspector	\$90	\$95
Clerical/Administrative	\$65	\$70

- *City Attorney Increases – Various Changes*

Jones-Mayor is requesting the following increases in billing rates for FY 24-25:

- Retainer – from \$3,000 to \$31,000
- Hourly Rate for 3<sup>rd</sup> Party Reimbursables – from \$375 to \$400
- Hourly Rate for All Other Matters - \$305

- *Bradbury Road Widening - \$173,155*

The Bradbury Road Widening project has been approved by the City Council and is expected to start construction in mid-September. The project utilizes restricted grant funding to help pay for the project, but the remaining amount of \$173,155 is expected to come from the General Fund.

### **Other Notable Items**

- For the 12 City Hall closure days, Staff recommends the following days to be designated: Friday, July 5, 2024; Friday, August 2, 2024; Friday, September 6, 2024; Friday, October 4, 2024; Friday, November 1, 2024; Thursday, December 26, 2024; Monday, December 30, 2024; Friday, February 7, 2025; Friday, March 7, 2025; Friday, April 4, 2025; Friday, May 2, 2025; and Friday, June 6, 2025.

### **STAFF RECOMMENDATION**

It is recommended that the City Council adopt Resolution No. 24-11 approving the City of Bradbury's Annual Budget for Fiscal Year 2024-2025, Resolution No. 24-12 approving the expenditure plan for grant funds pursuant to Citizen's Options for Public Safety (COPS)/Supplemental Law Enforcement Service Fund, and Resolution No. 24-13 approving SB1 funds to be dedicated to the Bradbury Road Widening project.

# **ATTACHMENT #1**



**RESOLUTION NO. 24-11**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2024-25 AND APPROPRIATING THE AMOUNTS BUDGETED**

**WHEREAS**, a proposed annual budget for the City of Bradbury (City) for the fiscal year commencing July 1, 2024 and concluding June 30, 2025 was submitted to the City Council and is on file at City Hall; and

**WHEREAS**, On May 21, 2024, the City Manager did present the City's proposed 2024-25 budget to the City Council for its consideration; and the City Council did, at a public meeting, carefully consider the proposed budget; and

**WHEREAS**, the City Council did, at a public meeting, receive input from the City Manager, City staff and the public; and

**WHEREAS**, the City Council directed staff to make changes to the proposed budget; and those changes have been incorporated into the proposed budget.

**NOW, THEREFORE, THE CITY OF BRADBURY DOES RESOLVE AS FOLLOWS:**

**SECTION 1.** The budget, as amended, is adopted as the Annual Budget for the City of Bradbury for Fiscal Year commencing July 1, 2024 and concluding June 30, 2025.

**SECTION 2.** Appropriations for the City as described in the documents titled "Adoption of Budget for Fiscal Year 2024-2025" attached hereto as exhibits, respectively, are hereby adopted for the fiscal year commencing July 1, 2024 and concluding on June 30, 2025.

**SECTION 3.** The City Manager is hereby authorized to make transfers between budget line items in accordance with the Budget Policies adopted by the City Council.

**APPROVED AND ADOPTED** this 18<sup>th</sup> day of June, 2024.

---

Mayor,  
City of Bradbury, California

I hereby certify that the foregoing Resolution No. 24-11 was adopted at an adjourned meeting of the City Council of the City of Bradbury held on this 18<sup>th</sup> day of June, 2024 by the following vote:

AYES:

NOES:

ABSENT:

---

Diane Jensen  
City Clerk

# **ATTACHMENT #2**

## RESOLUTION NO. 24-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, ALLOCATING FUNDS FROM THE CITIZEN'S OPTION FOR PUBLIC SAFETY ("COPS") PROGRAM, AND DOCUMENTING THE DETERMINATIONS REQUIRED BY THE SUPPLEMENTAL LAW ENFORCEMENT OVERSIGHT COMMITTEE

**Whereas**, the City of Bradbury receives funds pursuant to Assembly Bill 3229 of 1996, commonly known as the Brulte Bill or the Citizen's Option for Public Safety ("COPS") Program; and

**Whereas**, the City of Bradbury currently has a budget allocation of \$100,000 in COPS funding for Fiscal Year 2024-2025; and

**Whereas**, all cities which receive COPS must allocate the funds and account for these allocations through an oversight process coordinated by the Supplemental Law Enforcement Oversight Committee ("SLEOC") of the County of Los Angeles; and

**Whereas**, this resolution will confirm and document decisions made during the Fiscal Year 2023-2024 budget process.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BRADBURY DOES HEREBY FIND AND RESOLVE AS FOLLOWS:**

**Section 1.** The City Council allocates a portion of its COPS funds as follows:

Two Monrovia CSOs	\$149,528
Supplies	\$ 1,500
Total amount allocated	\$151,028

**Section 2.** That the City Clerk shall certify to the passage and adoption of this resolution.

PASSED, APPROVED AND ADOPTED this 18<sup>th</sup> day of June, 2024.

---

MAYOR

"I, Diane Jensen, City Clerk, hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Bradbury, California, at a regular meeting held on the 18<sup>th</sup> day of June, 2024 by the following roll call vote:"

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

---

DIANE JENSEN - CITY CLERK

# ATTACHMENT #3

## **RESOLUTION NO. 24-13**

### **RESOLUTION TO INCORPORATE A LIST OF PROJECTS FOR FISCAL YEAR 2024-2025 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT**

**WHEREAS**, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

**WHEREAS**, SB 1 includes accountability and transparency provisions that will ensure the residents of our City of Bradbury are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

**WHEREAS**, the City of Bradbury must include a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, in the City of Bradbury budget, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

**WHEREAS**, the City of Bradbury, will receive and estimated \$23,250 in RMRA funding in Fiscal Year 2024-25 from SB 1; and

**WHEREAS**, the City of Bradbury has undergone a robust public process to ensure public input into our community's transportation priorities/the project list; and

**WHEREAS**, the City of Bradbury used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities' priorities for transportation investment; and

**WHEREAS**, the funding from SB 1 will help the City of Bradbury maintain and rehabilitate the City's public streets/roads, bridge, add active transportation infrastructure throughout the City of Bradbury this year and other of similar projects into the future; and

**WHEREAS**, the 2023 California Statewide Local Streets and Roads Needs Assessment found that the City of Bradbury streets and roads are in an "good" condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a "excellent" condition; and

**WHEREAS**, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

**NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND** by the City Council of the City of Bradbury, State of California, as follows:

1. The foregoing recitals are true and correct.
2. The following newly proposed projects will be funded in part with fiscal year 2024-25 Road Maintenance and Rehabilitation Account revenues:

***Bradbury Road/Wild Rose Avenue Widening Project*** would widen a currently narrow curvilinear two-lane roadway, which has limited shoulder areas due to the presence of large hedges, severe slopes, and a steep hillside. The current roadway width presents hazards and challenges to large moving trucks, horse trailers, and construction vehicles. The widening of the roadway provides a safer means of access for all vehicles utilizing Bradbury Road. The existing curb-to-curb street width is approximately 23 feet and would be increased to a proposed uniform curb-to-curb street width of 36 feet. The proposed road has an estimated useful life of 100 years, and project construction would start approximately in September 2024 and be completed approximately in January 2025.

**PASSED AND ADOPTED** by the City Council of the City of Bradbury, State of California this 18<sup>th</sup> day of June, 2024, by the following vote:

---

MAYOR – CITY OF BRADBURY

ATTEST:

---

CITY CLERK – CITY OF BRADBURY

"I, Diane Jensen, City Clerk, hereby certify that the foregoing Resolution, being Resolution No. 24-13, was duly adopted by the City Council of the City of Bradbury, California, at a regular meeting held on the 18<sup>th</sup> day of June, 2024 by the following roll call vote:"

AYES:

NOES:

ABSENT:

---

CITY CLERK – CITY OF BRADBURY

# **ATTACHMENT #4**



## **2024 – 2025 Work Plan**

### **City Council Priorities**

Disaster Preparedness  
Fiscal Responsibility  
Capital Improvements  
Infrastructure Improvements  
City Beautification

#### **Disaster Preparedness**

1. Implement Community Wildfire Protection Plan (CWPP) Action Items
2. Host One Community Preparedness Education Event
3. Obtain Status as a *Firewise Community, USA*
4. Continue Increasing Disaster Communications
5. Continue Evaluating & Increasing Disaster Supplies

#### **Fiscal Responsibility**

1. Continue to Work with the Community on Fiscal Stability
2. Update the City's Fee Schedule

#### **Capital & Infrastructure Improvements**

1. Replace Aging City Signage
2. Complete Bradbury Road Widening
3. Explore Improvements to the Stormdrain on Wildrose
4. Explore Curb Improvements on Royal Oaks Drive North
5. Facilitate the Demolition of the CalAm Reservoir on Lemon Avenue

#### **City Beautification**

1. Continue to Improve City Trails & Medians

#### **Miscellaneous Community Improvement**

1. Improve Communications with the Community
2. Continue Work toward Updating the City's Development Code
3. Work Regionally and with Neighboring Cities on the MS4 Permit
4. Maximize Local Control amidst State Mandated Housing Regulations
5. Explore the Most Effective Policing Solution to Increase the Feeling of Safety within Bradbury

# **ATTACHMENT #5**

	7/1/2024	Proposed 6/30/2025			Proposed
	Estimated	Proposed	Proposed	Fund Balance	Increase/(Decrease)
	Fund Balance	Revenues	Expenditures	Reserved	in Fund Balance
<b>Unrestricted Funds:</b>					
Fund 101 - General Fund	4,686,548	1,396,498	1,460,532	1,430,000	(64,034)
Fund 102 - Utility Users Tax Fund	508,898	12,000	62,000	458,898	(50,000)
Fund 103 - Deposits Fund	-	-	-	-	-
Fund 112 - Long Term Planning Fee Fund	11,870	2,750	-	14,620	2,750
Fund 113 - Technology Fee Fund	11,755	8,250	18,808	1,197	(10,558)
	<b>5,219,071</b>	<b>1,419,498</b>	<b>1,541,340</b>	<b>1,430,000</b>	<b>(121,842)</b>
				<b>5,097,229</b>	
<b>Restricted Funds:</b>					
Fund 200 - Gas Tax Fund	6,381	30,175	36,556	-	(6,381)
Fund 201 - SB1 Fund	4,200	19,050	23,250	-	(4,200)
Fund 203 - Prop. A Fund	77,997	22,500	100,497	-	(77,997)
Fund 204 - Prop. C Fund	44,271	20,900	65,171	-	(44,271)
Fund 205 - TDA Fund	375	5,000	5,000	375	-
Fund 208 - STPL Fund	1,086	25	1,111	-	(1,086)
Fund 209 - Recycling Grant Fund	9,851	-	5,000	4,851	(5,000)
Fund 209 - SB 1383	20,103	-	1,000	19,103	(1,000)
Fund 210 - Measure R Fund	71,141	14,500	85,641	-	(71,141)
Fund 212 - Measure M Fund	95,143	15,900	111,043	-	(95,143)
Fund 213 - Measure W Fund	17,803	50,000	50,506	17,297	(506)
Fund 215 - COPs Fund	594,604	110,000	150,000	554,604	(40,000)
Fund 217 - County Park Grant Fund	9,523	200	1,000	8,723	(800)
Fund 219 - Fire Safe Grant	19,989	450	-	20,439	450
Fund 220 - Covid-19 Fund (ARPA)	-	-	-	-	-
	<b>972,467</b>	<b>288,700</b>	<b>635,775</b>	<b>-</b>	<b>(347,075)</b>
	<b>6,191,538</b>	<b>1,708,198</b>	<b>2,177,115</b>	<b>1,430,000</b>	<b>(468,917)</b>

# **ATTACHMENT #6**

## Revenues

Acct. Number	Account Description	2021-22 Actual	2022-23 Actual	2023-24 Estimated	2024-25 Proposed
<b>General Fund:</b>					
101-00-4000	Operating Transfers In				
101-00-4010	Property Tax-Current Secured	460,505	502,215	514,000	490,000
101-00-4030	Property Tax-Current Unsecured	14,490	18,069	24,000	22,000
101-00-4050	Property Tax Prior Year		-	19,855	
101-00-4060	Public Safety Augmentation F	11,858	13,442	12,300	12,000
101-00-4070	Delinquent Taxes	9,451	10,043	6,310	7,000
101-00-4100	Sales & Use Tax	2,832	2,680	1,700	2,000
101-00-4110	Franchise Fee-Cable TV	18,229	18,640	18,500	18,500
101-00-4111	PEG Fees	3,653	3,737	7,073	3,600
101-00-4120	Franchise Fee-SC Edison	19,740	23,934	25,000	23,000
101-00-4130	Franchise Fee-SC Refuse	28,975	42,925	37,500	35,000
101-00-4140	Franchise Fee-SC Gas Co.	3,836	4,518	6,400	5,000
101-00-4150	Franchise Fee-Cal Am Water	46,363	45,469	43,401	41,000
101-00-4160	AB939 Refuse Admin. Fee	20,399	21,978	20,000	20,000
101-00-4190	Real Property Transfer Tax	31,832	40,184	6,000	31,000
101-00-4200	Motor Vehicle In-Lieu	146,411	152,883	158,900	150,000
101-00-4210	Dist & Bail Forfeiture	280	509	308	250
101-00-4215	Covid 19 Revenues	280	127,983	-	-
101-00-4220	Fines-City	1,595	18,343	3,300	1,000
101-00-4350	Business License	26,301	30,588	21,500	22,000
101-00-4360	Movie & TV Permits	65,870	32,960	13,390	14,000
101-00-4370	Bedroom License Fee	5,150	46,350	5,150	5,000
101-00-4410	Variances & CUPs	1,635	3,270	3,700	3,000
101-00-4420	Lot Line Adjustment/Zone Changes		-	31,057	1,500
101-00-4440	Subdivisions/Lot Splits		-	4,845	2,000
101-00-4460	Planning Dept. Review	32,305	28,864	15,800	15,000
101-00-4470	Building Construction Permit	76,437	143,770	122,066	115,000
101-00-4480	Building Plan Check Fees	122,931	37,569	99,975	100,000
101-00-4485	Landscape Plan Check Permit	11,942	4,168	4,000	4,000
101-00-4490	Green Code Compliance	15,472	16,142	7,000	7,000
101-00-4500	Civic Center Rental Fee	360	-	900	900
101-00-4530	Environmental & Other Fees	1,854	1,854	1,898	1,850
101-00-4540	City Engineering Plan Check	58,717	71,569	60,000	70,000
101-00-4600	Interest Income	6,545	111,836	112,000	110,000
101-00-4700	Sales of Maps & Publications	15	107	-	-
101-00-4750	Animal License Revenue		-	-	-
101-00-4800	Other Revenue	82	39,931	-	
101-00-4850	Cal-Am Loan Repayment	4,820		4,500	4,500
101-00-4900	Reimbursements	12,665	34	-	-
101-00-4920	Sale of Prop. A Funds			-	59,398
101-20-4260	Housing Element Grant Reimbursement			65,000	
101-23-4950	Vacant Property Registry Fee				
101-24-4610	Donations	500		1,000	
101-00-4951	Lemon Avenue Trail Project - Grant_FY 2023/24			177,500	
<b>Total General Fund Revenues</b>		<b>1,264,330</b>	<b>1,616,564</b>	<b>1,655,828</b>	<b>1,396,498</b>

### Utility Users Tax Fund:

102-00-4600	Interest	4,446	9,657	11,315	12,000
		<b>4,446</b>	<b>9,659</b>	<b>11,315</b>	<b>12,000</b>

# Revenues

Acct. Number	Account Description	2021-22 Actual	2022-23 Actual	2023-24 Estimated	2024-25 Proposed
<b>Deposits Fund:</b>					
103-00-2039	Chadwick Ranch Development				-
103-00-2040	1901 Royal Oaks Dr. North		-	20,000	-
		-	-	20,000	-
<b>Long Term Planning Fee Fund:</b>					
112-00-4490	Long-Term Planning Fee	4,651	1,921	3,448	2,500
112-00-4600	LTP Fee Interest Income	28	130	235	250
		4,679	2,051	3,683	2,750
<b>Technology Fee Fund:</b>					
113-00-4520	Technology Fee	6,991	11,688	8,822	8,000
113-00-4600	Technology Fee Interest Income	195	238	231	250
		7,186	11,926	9,053	8,250
<b>Gas Tax Fund:</b>					
200-00-4600	Gas Tax Interest	80	51	160	175
200-48-4260	Gas Tax	27,833	29,638	34,165	30,000
		27,913	29,689	34,325	30,175
<b>SB1 Gas Tax Fund:</b>					
201-00-4260	Gas Tax	17,238	18,863	19,397	19,000
201-00-4600	Gas Tax Interest	340	151	30	50
		17,578	19,014	19,427	19,050
<b>Prop. A Fund:</b>					
203-40-4260	Prop. A Transit Funds	26,566	801	22,321	21,000
203-40-4600	Prop. A Transit Interest	62	27,468	1,479	1,500
		26,628	28,269	23,800	22,500
<b>Prop. C Fund:</b>					
204-48-4260	Prop. C Funds	22,036	474	20,201	20,000
204-48-4600	Prop. C Interest	140	22,784	827	900
		22,176	23,258	21,028	20,900
<b>Transportation Development Act Fund:</b>					
205-48-4260	TDA Funds	5,000	4,587	3,082	5,000
205-48-4600	TDA Interest	17	0	-	-
		5,017	4,587	3,082	5,000
<b>STPL Fund:</b>					
208-00-4600	STPL Interest	8	18	23	25
		8	18	23	25
<b>Recycling Grant Fund:</b>					
209-00-4260	Recycling Grant Funds	5,000	5,000	5,000	5,000
209-00-4600	Recycling Grant Interest	47	492	630	650
		5,047	5,492	5,630	5,650
<b>Recycling Grant Fund:</b>					
209-00-4700	SB 1383	20,103	-	-	-
		20,103	-	-	-

## Revenues

Acct. Number	Account Description	2021-22 Actual	2022-23 Actual	2023-24 Estimated	2024-25 Proposed
<b>Measure R Fund:</b>					
210-48-4260	Measure R Funds	16,524	17,083	13,462	13,000
210-48-4600	Measure R Interest	546	1,207	1,437	1,500
		<u>17,070</u>	<u>18,290</u>	<u>14,899</u>	<u>14,500</u>
<b>Measure M Fund</b>					
212-48-4260	Measure M Funds	18,700	19,324	14,984	14,000
212-48-4600	Measure M Interest	370	1,245	1,877	1,900
		<u>19,070</u>	<u>20,569</u>	<u>16,861</u>	<u>15,900</u>
<b>Measure W Fund</b>					
213-48-4260	Measure W Funds	53,094	54,476	50,506	50,000
		<u>53,094</u>	<u>54,476</u>	<u>50,506</u>	<u>50,000</u>
<b>Citizen's Option for Public Safety (COPS) Fund:</b>					
215-00-4260	COPs Funds	161,285	224,440	186,159	100,000
215-00-4600	COPs Interest	2,742	7,806	11,654	10,000
		<u>164,027</u>	<u>232,246</u>	<u>197,813</u>	<u>110,000</u>
<b>County Park Grant:</b>					
217-00-4600	Grant Fund Interest Income	69	153	200	200
		<u>69</u>	<u>153</u>	<u>200</u>	<u>200</u>
<b>Fire Safe Grant:</b>					
219-00-4600	Fire Safe Grant Interest Income		290	416	450
		<u>16,033</u>	<u>9,109</u>	<u>416</u>	<u>450</u>
<b>Total Revenues</b>		<u>1,800,707</u>	<u>2,153,470</u>	<u>2,082,262</u>	<u>1,708,198</u>

# **ATTACHMENT #7**



## Expenditures

Account Description		2021-22 Actual	2022-23 Actual	2023-24 Estimated	2024-25 Proposed
<b>General Fund:</b>					
101-00-5000	Transfers Out	-	-	-	-
<b>City Council Division:</b>					
101-11-6100	Events and awards	922	11,285	20,733	14,000
101-11-6110	City Newsletter		265		400
101-11-6500	Community Support (homelessness)	3,000	3,600	3,000	4,000
		3,922	15,150	23,733	18,400
<b>City Manager Division:</b>					
101-12-5010	Salaries	130,600	153,333	190,000	197,600
101-12-5100	Benefits	51,410	61,286	66,686	74,000
101-12-6020	Meetings & Conferences	3,076	5,025	3,693	5,000
101-12-6025	Expense Account	280	320	1,340	1,500
101-12-6050	Mileage	490	1,098	1,083	1,000
101-12-6210	Special Department Supplies				
101-12-6440	Cell Phone	900	975	900	900
		186,756	222,037	263,702	280,000
<b>City Clerk Division:</b>					
101-13-5010	Salaries	67,000	107,695	73,570	76,513
101-13-5100	Benefits	27,795	39,038	21,267	25,000
101-13-6020	Meetings & Conferences	-	987	1,816	1,500
101-13-6040	Transportation & Lodging	-	-	-	1,000
101-13-6050	Mileage	107	52	257	500
101-13-6210	Special Department Supplies	565			500
101-13-6220	Election Supplies	-	-	314	600
101-13-6225	Codification	4,855	2,916	2,662	3,500
		100,322	150,688	99,886	109,113
<b>Finance Division:</b>					
101-14-5010	Salaries	18,113	22,016	28,295	29,427
101-14-6210	Special Department Supplies	400	420	15	500
101-14-6230	Contracted Computer Services	1,981	1,282	1,500	1,500
101-14-7010	Contracted Banking Services	4,540	3,598	4,000	4,000
101-14-7020	Contracted Audit Services	17,000	17,510	17,500	17,500
101-14-7040	GASB Reports	700	700	1,000	1,000
		43,246	45,526	52,310	53,927
<b>City Attorney Division:</b>					
101-15-6125	City Attorney-Planning	-	8,383	6,071	10,000
101-15-7020	City Attorney Retainer	31,812	34,800	34,800	37,200
101-15-7070	City Attorney Special Service	17,061	35,436	26,633	25,000
101-15-7075	Development Code Update	15,773	5,390	13,509	8,000
101-15-7080	Seminars & Training	-	385		1,000
101-15-7450	City Attorney-Code Enforcement	-	1,238	3,322	2,500
		64,646	85,632	84,335	83,700
<b>General Government Division:</b>					
101-16-5010	Salaries	55,605	67,321	65,000	67,600
101-16-5100	Benefits	16,725	16,936	15,632	21,297
101-16-6010	Seminars & Training	496		247	1,000
101-16-6020	Meetings & Conferences	711	738	133	1,000
101-16-6040	Transportation & Lodging			815	1,000
101-16-6050	Mileage	372		459	700
101-16-6120	Postage	253	789	518	700

## Expenditures

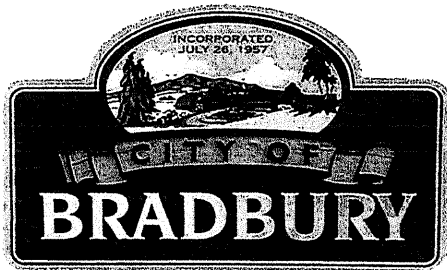
Account Description		2021-22 Actual	2022-23 Actual	2023-24 Estimated	2024-25 Proposed
101-16-6200	Office Supplies	990	5,225	3,811	4,500
101-16-6210	Special Departmental Supplies	997		934	1,500
101-16-6230	Computer & Website Services	2,396	12,136	10,000	10,000
101-16-6240	PERS UAL Payment	9,598	12,490	12,920	13,000
101-16-6241	PERS Replacement Benefit Contributic	2,822	2,858	3,000	3,000
101-16-6242	PERS SSA 218 Annual Fee	-	-	200	200
101-16-6250	Copier & Duplications		1,048	1,038	1,500
101-16-6300	Insurance	36,652	42,609	53,762	55,000
101-16-6400	Utilities	7,081	11,022	8,000	9,000
101-16-6440	Telephone	1,689	2,210	2,369	2,500
101-16-6450	Building Operations	504	683	3,561	4,000
101-16-6460	Building & Cleaning Service	5,175	5,836	5,150	6,000
101-16-6470	Maintenance & Supplies	21,468	2,536	4,500	4,000
101-16-7031	User Fee Study		-	500	10,000
101-16-6415	Street Signs		-	-	20,000
101-16-7435	Redistricting		743	100	100
		163,534	185,180	192,649	237,597
<b>Engineering Division:</b>					
101-19-7230	Contracted Engineering Services	54,950	65,265	75,126	70,000
101-19-7231	Lemon Ave Trail Proj - Grant Exp Acct_FY 2023/24		-	260,000	-
101-48-7750	Bradbury Road Project				173,155
		54,950	65,265	335,126	243,155
<b>Planning, Zoning &amp; Development Division:</b>					
101-20-6120	Postage	80		2,426	500
101-20-6210	Special Department Supplies			-	300
101-20-7210	City Planner Retainer	37,925	42,900	46,800	46,800
101-20-7220	Contracted Building & Safety	73,235	86,092	102,999	100,000
101-20-7240	City Planner Special Service	14,603	11,992	24,583	15,000
101-20-7245	General Plan update	33,436	82,903	19,196	20,000
		159,314	223,887	196,004	182,600
<b>Parks &amp; Landscape Maintenance Division:</b>					
101-21-7015	Royal Oaks Trail Maintenance	8,946	14,232	12,630	12,000
101-21-7020	City Hall Grounds Maintenance	9,540	4,836	6,555	10,000
101-21-7021	Hillside Open Space Acquisition		-	1,096	
101-21-7025	Trail Maintenance	2,758	3,651	5,797	10,000
101-21-7035	Mt.Olive Entrance & Trail	6,184	7,161	12,138	12,000
101-21-7045	Lemon/RO cut through Trail	1,685	1,651	5,516	5,500
101-48-7751	Lemon Ave Trail				7,000
101-21-7060	Street Tree Trimming	16,956	8,245	2,750	3,000
		46,069	39,776	46,482	59,500
<b>Public Safety Division:</b>					
101-23-6210	Special Departmental Services (Hazard Mit.Upd	42	53	31,500	10,500
101-23-7410	Contract Services Sheriff	105,783	128,755	139,803	144,261
101-23-7420	City Hall Security	4,770	2,976	2,359	3,500
101-23-7450	Code Enforcement	1,439	1,843	528	1,500
		112,034	133,627	174,190	159,761
<b>Emergency Preparedness Division:</b>					
101-24-6010	Seminars & Training	65	44	-	100
101-24-6020	Meetings & Conferences		28	-	100
101-24-6030	Memberships & Dues	360	900	900	900
101-24-6470	Maintenance & Supplies	261	1,803	-	5,500
101-24-6480	Civic Center Generator	291	1,752	1,555	1,500

## Expenditures

Account Description		2021-22 Actual	2022-23 Actual	2023-24 Estimated	2024-25 Proposed
		977	4,527	2,455	8,100
<b>Animal &amp; Pest Control Division:</b>					
101-25-7000	Animal Control Services	11,450	11,794	10,500	12,180
101-25-7010	Pest Control Services			-	500
		11,450	11,794	10,500	12,680
<b>Intergovernmental Relations Division:</b>					
101-30-6030	Memberships & Dues	12,078	11,480	9,996	12,000
		12,078	11,480	9,996	12,000
<b>General Fund Totals</b>		959,298	1,194,569	1,491,368	1,460,532
<b>Utility Users Tax Fund:</b>					
102-42-7630	NPDES Stormwater Compliance	16,128	12,144	59,486	15,000
102-42-7631	RH/SGRWM Joint Powers Authority			28,559	47,000
		16,128	12,144	88,045	62,000
<b>Deposits Fund:</b>					
103-00-2039	Chadwick				
103-00-2040	1901 Royal Oaks Dr. North			20,000	
			-	20,000	-
<b>Long Term Planning Fee Fund:</b>					
112-20-7245	General Plan Expense	-	-	-	-
		-	-	-	-
<b>Technology Fee Fund:</b>					
113-20-4500	Permit Digitizing		300	300	
113-20-7730	Website Development	1,800	1,800	4,206	5,000
113-20-6230	Contracted Computer Services/Software Expenses			-	
113-20-8120	Capital Equipment-Server & Copier	19,648	10,819	9,522	13,808
		21,448	12,919	14,028	18,808
<b>Gas Tax Fund:</b>					
200-48-6400	Utilities-Select System	11,390	12,733	10,885	10,500
200-48-6410	Street Lights	10,468	12,229	10,940	10,500
200-48-6555	Street Tree Maintenance			-	
200-48-7000	PW Contract Services	763	406	-	-
200-48-7290	Street Sweeping	4,697	3,990	4,000	4,100
200-48-7750	Bradbury Road Project	14,168	605	3,000	11,456
		41,486	29,963	28,825	36,556
<b>SB1 Gas Tax Fund:</b>					
201-48-7745	Royal Oaks North Curb Extension			-	
201-48-7750	Bradbury Road Project	18,281	30,382	21,240	23,250
		18,281	30,382	21,240	23,250
<b>Prop. A Fund:</b>					
203-00-7600	Sale of Prop. A Funds			704	100,497
203-40-7625	Transit Services			-	-
		-	-	704	100,497
<b>Prop. C Fund:</b>					
204-20-6030	Memberships & Dues	353		-	400
204-40-7325	Transit Services	8,450	8,448	6,928	8,500
204-48-7750	Bradbury Road Project	15,348	604	2,000	56,271
		24,151	9,052	8,928	65,171

## Expenditures

Account Description		2021-22 Actual	2022-23 Actual	2023-24 Estimated	2024-25 Proposed
<b>Transportation Development Act Fund:</b>					
205-48-7045	RO Trail	2,600	6,183	4,550	5,000
205-48-7720	Lemon/RO Horse Trail Project			-	
205-48-7735	Royal Oaks & Mt. Olive Trail Rehab.	2,920		-	
		5,520	6,183	4,550	5,000
<b>STPL Fund:</b>					
208-48-7750	Bradbury Road Project				1,111
		-	-	-	1,111
<b>Recycling Grant Fund:</b>					
209-35-7300	Recycling Expenses		6,695	687	5,000
		-	6,695	687	5,000
<b>Recycling Grant Fund:</b>					
209-00-73220	SB 1383		-	-	1,000
		-	-	-	1,000
<b>Measure R Fund:</b>					
210-48-7750	Bradbury Road Project		35,145	4,048	85,641
		-	35,145	4,048	85,641
<b>Measure M Fund</b>					
212-48-7750	Bradbury Road Project			-	111,043
		-	-	-	111,043
<b>Measure W Fund</b>					
213-42-7630	NPDES Stormwater Compliance	42,230	47,537	50,000	50,506
		42,230	47,537	50,000	50,506
<b>Citizen's Option for Public Safety (COPS) Fund:</b>					
215-23-7411	Contract CSO Services & Supplies	52,116	124,885	100,000	150,000
		102,116	124,885	100,000	150,000
<b>County Park Grant:</b>					
217-21-7650	Civic Center Park				1,000
		-	-	-	1,000
<b>Total Expenditures</b>		<u>1,230,658</u>	<u>1,509,474</u>	<u>1,832,423</u>	<u>2,177,115</u>



*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

DATE: June 18, 2024

SUBJECT: **AWARD OF CONTRACT TO IWORQ FOR A PERMIT  
MANAGEMENT SYSTEM FOR THE CITY OF BRADBURY**

ATTACHMENTS: 1) IWORQ SERVICE AGREEMENT

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### **SUMMARY**

It is recommended that the City Council approve the iWorQ system at a cost of \$6,300 for the first year and \$3,800 for subsequent years, and approve the City Manager (in consultation with the City Attorney) to enter into an agreement with iWorQ Systems.

### **BACKGROUND**

Assembly Bill No. 2234 was approved by the Governor on September 28, 2022. The Bill alters the Permit Streamlining Act in a number of ways, which include requiring a local agency, beginning on specified dates determined by population size, to provide an option for postentitlement phase permits to be applied for, completed, and retrieved by the applicant on its internet website.

The Bill stipulates that a local agency located in a county with a population of 1,100,000 or greater (which applies to Los Angeles County) shall comply with the above regulations by January 1, 2024 unless the local entity has initiated a procurement process for the purpose of complying with the regulations.

### **ANALYSIS**

Staff has been interviewing potential systems for the past several months. Aside from contacting vendors, potential candidates for procurement of the system come from VCA

FOR CITY COUNCIL AGENDA \_\_\_\_\_

AGENDA ITEM # \_\_\_\_\_

(the City's Building contractor), and the cities of Rolling Hills and Hidden Hills. After working through several systems, Staff has determined that the iWorQ system satisfies the State's regulations and is the cheapest. iWorQ is the same system the City of Rolling Hills utilizes.

The iWorQ system is a no-frills system but is structured to satisfy the needs of the City. The system allows for the management of building permits, the plan review process, and code enforcement. Permits in the plan review process can also be tracked by contractors and residents online.

The system allows for an unlimited number of contractors and staff to remotely access and use the system, which is expected to help with coordination between the various City contractors both on- and off-site. Additionally, the system would allow for an easy transition if (or once) there is turnover in the future with the Building Inspector and/or City Planner.

### **FINANCIAL ANALYSIS**

The cost for the work system is \$6,300 for the first year and \$3,800 for every subsequent year. The first year's cost incorporates a setup fee that includes unlimited support during the transition. The yearly cost also includes unlimited support for the system. The services agreement gives iWorQ the option to increase no more than 5% in each subsequent year. The company has stated that they have not implemented the optional 5% increase in their 23 years of business. The City of Rolling Hills, which also contracts with iWorQ, has not seen this stipulation utilized either.

A permitting system, such as iWorQ, is an eligible expenditure for the City's Technology Fee fund. Additionally, Staff is dialoguing with the contractor conducting the current Fee Study to ensure a permitting system, such as iWorQ, is incorporated into the City's fees.

The second cheapest system Staff tested was valued at \$7,500 annually, and the City of Hidden Hills system cost them approximately \$20,000 annually.

### **STAFF RECOMMENDATION**

It is recommended that the City Council approve the iWorQ system at a cost of \$6,300 for the first year and \$3,800 for subsequent years, and approve the City Manager (in consultation with the City Attorney) to enter into an agreement with iWorQ Systems.

# **ATTACHMENT #1**

## IWORQ SERVICE AGREEMENT

### For iWorQ applications and services

Bradbury here after known as ("Customer"), enters into THIS SERVICE AGREEMENT ("Agreement") with iWorQ Systems Inc. ("iWorQ") with its principal place of business 1125 West 400 North, Suite 102, Logan, Utah 84321.

#### 1. SOFTWARE AS A SERVICE (SaaS) TERMS OF ACCESS:

iWorQ grants Customer a non-exclusive, non-transferable limited access to use iWorQ service(s), application(s) on iWorQ's authorized website for the fee(s) and terms listed in Appendix A. This agreement will govern all application(s) and service(s) listed in the Appendix A.

#### 2. CUSTOMER RESPONSIBILITY:

Customer acknowledges that they are receiving only a limited subscription to use the application(s), service(s), and related documentation, if any, and shall obtain no titles, ownership nor any rights in or to the application(s), service(s), and related documentation, all of which title and rights shall remain with iWorQ. Customer shall not permit any user to reproduce, copy, or reverse engineer any of the application(s), service(s) and related documentation. iWorQ is not responsible for the content entered into iWorQ's database or uploaded as a document or image.

#### 3. TRAINING AND IMPLEMENTATION:

Customer agrees to provide the time, resources, and personnel to implement iWorQ's service(s) and application(s). iWorQ will assign a senior account manager and an account management team to implement service(s) and application(s). Typical implementation will take less than 60 days. iWorQ account managers will call twice per week, provide remote training once per week, and send weekly summary emails to the customer implementation team. iWorQ can provide project management and implementation documents upon request. iWorQ will do ONE import of the Customer's data. This import consists of importing data, sent by the Customer, in an electronic relational database format. Customer must have clear ownership of all forms, letters, inspections, checklists, and data sent to iWorQ.

#### 4. CUSTOMER DATA:

Customer data will be stored on AWS GovCloud. iWorQ will use commercially reasonable efforts to backup, store and manage Customer data. iWorQ does backups twice per week and



offsite backups twice per week. The subscription will renew each year on the anniversary date of this Agreement unless terminated (see 7. TERMINATION).

Customer can run reports and export data from iWorQ application(s) at any time.

Customer can pay iWorQ for additional data management service(s), onsite backups, application(s) and other service(s).

Data upload and storage is provided to every Customer. This includes uploading files up to 3MB and 10 GB of managed data storage on AWS GovCloud. Additional upload file sizes and managed data storage sizes can be provided based on the application(s) and service(s) listed in Appendix A.

Customer can upload and store images with personal information like driver's license, and more. This Data can be used by the customer to complete the permitting, licensing, or code enforcement processes. Customer understands that the data must be uploaded and stored in the Sensitive Data Upload section of the iWorQ software for access and security purposes.

iWorQ is not responsible: (1) For the content entered into iWorQ's database, (2) For images or documents scanned locally and uploaded by the iWorQ users, (3) For documents or images uploaded by citizens over the web, and (4) For backup data sent to the Customer by iWorQ.

## 5. CUSTOMER SUPPORT:

Customer support and training are FREE and available Monday-Friday, from 6:00 A.M. to 5:00 P.M. MST, for any authorized user with a login. iWorQ provides unlimited remote Customer training (through webinars), phone support, help files, and documentation. Basic support request is typically handled the same day. iWorQ provides "Service NOT Software".

## 6. BILLING:

iWorQ will invoice Customer on an annual basis. iWorQ will send invoice by mail and by email to the address(s) listed in Appendix A. Terms of the invoice are net 30 days. Any billing changes will require that a new Service(s) Agreement be signed by Customer.

Any additional costs imposed by the Customer including business licenses, fees, or taxes will be added to the Customer's invoice yearly. Support and services fees may increase in subsequent years, but will increase no more than 5% per year. Customer pricing is based on a 3 Year Term and reflect a discounted annual price. Changes to the Term or the Termination Policy (Section 7. Termination:), will affect the annual pricing and could double your annual cost. Customer reserves the right to pay the 3 Year Term upfront to secure discounted annual pricing.

## 7. TERMINATION:

Either party may terminate this agreement, after the initial 3-YEAR TERM, without cause if the terminating party gives the other party sixty (60) days written notice. Should Customer terminate any application(s) and or service(s) the remaining balance will immediately become due. Should Customer terminate any part of the application(s) and or service(s) a new Service(s) Agreement will need to be signed.

Upon termination (7. TERMINATION), iWorQ will discontinue all application(s) and or service(s) under this Agreement; iWorQ will provide customer with an electronic copy of all of Customer's data, if requested by the Customer (within 3-5 business days).

During the term of the Agreement, the Customer may request a copy of all of Customer's data for a cost of no more than \$2,500; and all provisions of this Agreement will continue.

## 8. ACCEPTABLE USE:

Customer represents and warrants that the application(s) and service(s) will only be used for lawful purposes, in a manner allowed by law, and in accordance with reasonable operating rules, and policies, terms and procedures. iWorQ may restrict access to users upon misuse of application(s) and service(s).

## 9. MISCELLANEOUS PROVISIONS:

This Agreement will be governed by and construed in accordance with the laws of the State of Utah. Customer recognizes that iWorQ Systems is a software company located in Utah. Any changes to this section, including changes to the Venue or Forum, will be subject to an increase in their annual pricing.

## 10. CUSTOMER IMPLEMENTATION INFORMATION:

Primary Implementation Contact \_\_\_\_\_ Title \_\_\_\_\_

Office Phone \_\_\_\_\_ Cell (required) \_\_\_\_\_

Email \_\_\_\_\_

Secondary Implementation Contact \_\_\_\_\_ Title \_\_\_\_\_

Office Phone \_\_\_\_\_ Cell (required) \_\_\_\_\_

Email \_\_\_\_\_

Portal Setup Contact (required) \_\_\_\_\_ Title \_\_\_\_\_

Office Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_ Signature \_\_\_\_\_

(This person is responsible for placing the iWorQ Portal Link being placed on the agency's website within 90 days of the agreement signature. The iWorQ Portal Link will remain on agencies website for the entire Term of the agreement. If the iWorQ Portal Link is not placed on the city website within 90 days, the Agency agrees to pay an additional \$1,000 dollars towards setup costs (this is to cover iWorQ's time).

**11. CUSTOMER BILLING INFORMATION:**

Billing Contact \_\_\_\_\_ Title \_\_\_\_\_

Billing Address: \_\_\_\_\_

Office Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

PO# \_\_\_\_\_ (if required) Tax Exempt ID # \_\_\_\_\_

**12. ACCEPTANCE:**

The effective date of this Agreement is listed below. Authorized representative of Customer and iWorQ have read the Agreement and agree and accept all the terms.

Signature \_\_\_\_\_

Effective Date: \_\_\_\_\_

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

Title \_\_\_\_\_

Office Number \_\_\_\_\_

Cell Number \_\_\_\_\_

## iWorQ Service(s) Agreement

### APPENDIX A



## iWorQ Price Proposal

Bradbury	Population- 1,070
600 Winston Ave, Bradbury, CA 91008	Prepared by: Peter Vernon

## Annual Subscription Fees

Application(s) and Service(s)	Package Price	Billing
<p>Community Development (Department)</p> <p>*Permit Management *Code Enforcement *Portal Home</p> <p>-Configurable portal for ease of applying for permits, tracking current permits online -Allows for submitting code enforcement issues online and viewing code cases -Messaging feature for easy interaction with citizens -Inspection and plan review tracking -Track permits and cases with customizable reporting -Includes Premium Data (25MB Uploads, 100GB Total Storage) -Includes Sensitive File Uploads that are required to finish permit, licensing or code enforcement process (i.e Driver's License) -OpenStreetMap tracking abilities with quarterly updates -3 Custom Web Forms for Portal Home -Free forms, letters, and/or permits utilizing iWorQ' template library and up to 3 custom letters</p>	\$3,800	Annual
<p>Plan Review Management</p> <p>- Draw &amp; annotate on plans - Save data in layers on plans - Place watermarks on plans - Must have premium data to use</p>	Included	Annual
Subscription Fee Total (This amount will be invoiced each year)	\$3,800	Annual

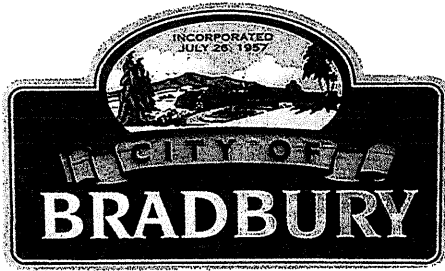
## One-Time Setup, GIS integration, and Data Conversion Fees

Service(s)	Full Price Cost	Package Price	Billing
Implementation and Setup cost year 1	\$2,500	\$2,500	Year One
Up to 5 hours of GIS integration and data conversion	<del>\$1,000</del>	Included	Year One
Data Conversion	<del>\$4,900</del>	Included	Year One
One-Time Setup Total (This amount will be added year 1)	<del>\$8,400</del>	\$2,500	Year One

Grand Total Due Year 1	<del>\$12,200</del>	\$6,300	Year One Total
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## NOTES AND SERVICE DESCRIPTION

- I. Invoice for the (Annual Subscription Fee Total + One-Time Total) will be sent out 2 weeks after signature and Effective Date
- II. This subscription Fee and Agreement have been provided at the Customer's request and is valid for 25 days
- III. This cost proposal cannot be disclosed or used to compete with other companies.



*Richard Barakat, Mayor (District 3)*  
*Richard 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: June 18, 2024

SUBJECT: **APPROVAL OF RESOLUTION NO. 24-14, WHICH EXECUTES ADOPTION OF THE MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT BY AND BETWEEN THE COUNTY OF LOS ANGELES AND THE CITY OF BRADBURY**

ATTACHMENTS: 1. Resolution No. 24-14

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### **SUMMARY**

It is recommended that the City Council adopt Resolution No. 24-14, which executes the Municipal Law Enforcement Services Agreement by and between the County of Los Angeles and the City of Bradbury.

All costs associated with the upcoming contract with the Los Angeles County Sheriffs Department have been appropriately budgeted in the upcoming Fiscal Year 24/25 budget. Any costs for additional patrol utilizing restricted COPS funding is not incorporated into this agreement, and should be treated separately.

### **DISCUSSION**

The purpose of the Municipal Law Enforcement Agreement is to provide contract cities, such as Bradbury, with municipal law enforcement services for each city for the upcoming fiscal years. The approval of this new Municipal Law Agreement will permit the Los Angeles County Sheriffs Department to continue to provide general law enforcement services to the City of Bradbury.

The Agreement outlines such agreements for the scope of services, deployment and administration of personnel, performance of agreement, indemnification, terms of agreement, termination, billing rates, payment procedures, etc.

The terms of the Agreement have already been approved by the Los Angeles County Board of Supervisors, and the Sheriffs Department is currently in the process of adopting contracts with each of the 42 contract cities. It is anticipated that most, if not all, of the cities will execute their agreements in June 2024.

### **FINANCIAL ANALYSIS**

As outlined in the proposed budget for Fiscal Year 24/25, the overall cost for the contract law enforcement services with the LA County Sheriffs Department totals \$144,261. Included in this amount is the 12.5% liability portion that all contract cities contribute.

Any costs for additional patrol utilizing restricted COPS funding is not incorporated into this agreement, and should be treated separately.

### **STAFF RECOMMENDATION**

It is recommended that the City Council adopt Resolution No. 24-14, which executes the Municipal Law Enforcement Services Agreement by and between the County of Los Angeles and the City of Bradbury.



# **ATTACHMENT #1**

**RESOLUTION NO. 24-14**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF BRADBURY COUNTY OF LOS ANGELES, APPROVING A FIVE-YEAR MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT WITH THE COUNTY OF LOS ANGELES FOR PUBLIC SERVICES PROVIDED BY THE LOS ANGELES COUNTY SHERIFF'S DEPARTMENT AND AUTHORIZING THE CITY MANAGER TO PROCURE SERVICES OF THE LOS ANGELES COUNTY SHERIFF'S DEPARTMENT ANNUALLY UP TO AN AMOUNT AUTHORIZED IN THE CITY'S OPERATING AND CAPITAL BUDGET FOR THE PERIOD OF JULY 1, 2024 THROUGH JUNE 30, 2029**

**WHEREAS**, The City of Bradbury California (City) and the County of Los Angeles (County) have previously entered into a Municipal Law Enforcement Service Agreement (MLESA) whereby the County through its Sheriff's Department (LASD) provides general and additional law enforcement services within the jurisdiction of the City; and

**WHEREAS**, the current MLESA expires on June 30, 2024, and the City desires to continue receiving general and additional law enforcement services from the County through the LASD for an additional five years; and

**WHEREAS**, the City intends to enter into an MLESA for a period starting July 1, 2024 through June 30, 2029 and to procure and allocate funds for such general law and additional services up to such amount appropriated in the City's Annual Operating and Capital Budgets; and

**WHEREAS**, the City relies upon the City Manager or designee in partnership with the Station Captain of the LASD to implement the MLESA in such manner to best protect the public safety interests of the City of Bradbury and to make such operational changes as necessary to implement the MLESA and fulfill the public safety needs of the City.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** the City Council of the City of Bradbury does hereby resolve that:

**Section 1.** The City Council of the City of Bradbury hereby approves the Municipal Law Enforcement Services Agreement between the City and the County for law enforcement and additional services for a five-year period beginning July 1, 2024 and expiring on June 30, 2029 (EXHIBIT 'A').

**Section 2.** The Mayor is authorized to execute the Municipal Law Enforcement Services Agreement on behalf of the City.

**Section 3.** The City Manager or his designee is authorized to procure annual services up to the appropriated amount provided in the City's Annual Operating and Capital Budgets and to make any such operational changes to further the public safety interest of the City. Permanently deleting or adding positions will be brought back to the City Council for authorization and approval.

**Section 4.** The City requests that the Los Angeles County Board of Supervisors, or its designated agent or agency, approve and authorize the performance of services requested in this resolution, subject to the terms and conditions set forth in the MLESA and any other relevant agreement(s).

**Section 5.** The City Clerk shall attest and certify the adoption of this resolution.

**PASSED, APPROVED AND ADOPTED this 18<sup>th</sup> day of June 2024.**

\_\_\_\_\_  
Richard Barakat, Mayor

**ATTEST:**

\_\_\_\_\_  
Diane Jensen, City Clerk

I, Diane Jensen, City Clerk, hereby certify that Resolution 24-14 was approved by vote of the City Council of the City of Bradbury at its regular meeting of June 18, 2024 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Diane Jensen, City Clerk

# **EXHIBIT 'A'**

**MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT  
BY AND BETWEEN  
COUNTY OF LOS ANGELES  
AND CITY OF BRADBURY**

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**MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT  
BY AND BETWEEN  
COUNTY OF LOS ANGELES  
AND CITY OF BRADBURY**

This Municipal Law Enforcement Services Agreement ("Agreement") is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2024 by and between the County of Los Angeles ("County") and the City of Bradbury ("City").

**RECITALS**

- A. Whereas, the City is desirous of contracting with the County for the performance of municipal law enforcement services by the Los Angeles County Sheriff's Department ("Sheriff's Department"); and
- B. Whereas, the County is agreeable to rendering such municipal law enforcement services on the terms and conditions set forth in this Agreement; and
- C. Whereas, this Agreement is authorized by Sections 56½ and 56¾ of the County Charter and California Government Code Section 51301.

NOW THEREFORE, in consideration of the mutual covenants contained herein, and for good and valuable consideration, the parties mutually agree as follows:

**1.0 SCOPE OF SERVICES**

- 1.1 The County, by and through the Sheriff's Department, agrees to provide general law enforcement services within the corporate limits of the City to the extent and in the manner hereinafter set forth in this Agreement.
- 1.2 Except as otherwise specifically set forth in this Agreement, such services shall only encompass duties and functions of the type coming within the jurisdiction of and customarily rendered by the Sheriff's Department under the County Charter, State of California statutes, and the City municipal codes.
- 1.3 General law enforcement services performed hereunder may include, if requested by the City, supplemental security support, supplemental sworn officer support, and supplemental professional civilian support staff.

## **2.0 ADMINISTRATION OF PERSONNEL**

- 2.1 During the term of this Agreement, the Sheriff or his designee shall serve as the Chief of Police of the City and shall perform the functions of the Chief of Police at the direction of the City.
- 2.2 The rendition of the services performed by the Sheriff's Department, the standards of performance, the discipline of officers, and other matters incident to the performance of such services and the control of personnel so employed shall remain with the County. The City understands and agrees that, at the Sheriff's Department's sole discretion, the Sheriff's Department may redeploy personnel for mutual aid purposes pursuant to the California Emergency Services Act, codified at California Government Code Sections 8550-8668. Absent exigent circumstances, any sustained deployment of more than fifty percent (50%) of the City's contracted items, with the calculation determined by service unit type, requires consultation with the City manager or his/her designee. For the purpose of this section, exigent circumstances are defined as such cases where the immediacy of deployment is of such nature where prior consultation is materially detrimental to public safety and the length of such deployment does not exceed 24 hours.
- 2.3 In the event of a dispute between the parties to this Agreement as to the extent of the duties and functions to be rendered hereunder, or the minimum level or manner of performance of such service, the City shall be consulted and a mutual determination thereof shall be made by both the Sheriff's Department and the City. The City shall first consult with the Station Captain, Division Commander, and Division Chief, in an effort to reach a mutual determination. If a mutual determination cannot be realized at a subordinate level, then the matter will be elevated to a Sheriff's Department Assistant Sheriff or the Sheriff.
- 2.4 With regard to Paragraphs 2.2 and 2.3 above, the Sheriff's Department, in an unresolved dispute, shall have final and conclusive determination as between the parties hereto.
- 2.5 All City employees who work in conjunction with the Sheriff's Department pursuant to this Agreement shall remain employees of the City and shall not have

any claim or right to employment, civil service protection, salary, or benefits or claims of any kind from the County based on this Agreement. No City employees as such shall become employees of the County unless by specific additional agreement in the form of a merger agreement which must be concurrently adopted by the City and the County. The Sheriff's Department will provide approved City employees with the required training necessary to access authorized County programs (i.e. CAD, MDC, etc.), so such City employees can perform the functions of their positions.

- 2.6 While performing law enforcement services and functions under this Agreement, every Sheriff's Department employee shall be authorized to enforce all City laws and regulations, including all City codes and ordinances.
- 2.7 The City shall not be called upon to assume any liability for the direct payment of any Sheriff's Department salaries, wages, or other compensation to any County personnel performing services hereunder for the City. Except as herein otherwise specified, the City shall not be liable for compensation or indemnity to any County employee or agent of the County for injury or sickness arising out of the performance of services under this Agreement.
- 2.8 As part of its compliance with all applicable laws and regulations relating to employee hiring, the County agrees that the County Civil Service Rules to which it is subject and which prohibit discrimination on the basis of non-merit factors, shall for purposes of this Agreement be read and understood to prohibit discrimination on the basis of sexual orientation.

### **3.0 DEPLOYMENT OF PERSONNEL**

- 3.1 Services performed hereunder and specifically requested by the City shall be developed in conjunction with the Sheriff's Department and indicated on Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement.
- 3.2 The City, or its designated representative, shall meet with its respective Sheriff's Department Station Captain when requesting law enforcement services to be performed in the City, and provide direction to the Sheriff's Department Station Captain regarding the method of deployment for such services. The City and the



Sheriff's Department shall also determine a minimum daily standard of staffing needs for services rendered to ensure an adequate personnel presence during station operation and patrol. The City and the Station Captain shall meet to discuss the minimum daily standard which is documented in Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement. The Station Captain shall endeavor to meet this standard without increased cost to the City. The Sheriff's Department shall ensure that all services are delivered in a manner consistent with the priorities, annual performance objectives, and goals established by the City.

- 3.3 The Sheriff's Department shall make every attempt to avoid deployment deficiencies (i.e., "busting" of cars) by following the daily minimum standard of staffing, as stipulated in Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement. Should deployment deficiencies occur, the Sheriff's Department should make every effort to reallocate those resources to the shift where the deficiencies occurred. Should the Sheriff's Department determine that a temporary increase, decrease, and/or realignment in the deployment methodologies is necessary, the Sheriff's Department shall promptly notify the City of this change in advance. In the event that prior notice is not possible, the City shall be notified of the change within two (2) City business days. If monthly service compliance falls below ninety-eight percent (98%) for each service unit type, then the Sheriff's Department Station Captain shall meet with the City to discuss compliance and identify a plan for resolution. If the quarterly and/or year-to-date (September 30th, December 31st, March 31st, and June 30th) service compliance falls below ninety-eight percent (98%) for each service unit type, then the respective Sheriff's Department Division Chief shall meet with the Sheriff's Department Station Captain and the City to discuss compliance and identify a plan for resolution. If the City is dissatisfied with the outcome of either resolution process, the matter will be elevated to a Sheriff's Department Assistant Sheriff or the Sheriff until all City concerns are fully resolved. Resolution may include, but is not limited to, the use of overtime, staffing adjustments, and/or City-initiated service suspensions, at no additional cost to the

City. If the City determines it is unnecessary, the City may waive either dispute resolution process discussed above.

3.3.1 The Sheriff's Department shall monitor and make every attempt to backfill vacant and impaired (to include loaned) sworn supervisorial overhead positions by the beginning of the following quarter.

3.3.2 The Sheriff's Department will work with the City to provide an appropriate tool and/or reports to demonstrate adequate service level compliance under this Agreement. Such service level compliance reports include, but not limited to, daily staffing levels, service levels, deployment of service units, daily deputy activity, or similar type data that is reasonably available.

3.4 A new Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement shall be authorized and signed annually by the City and the Sheriff or his designee effective each July 1, and attached hereto as an Amendment to this Agreement.

3.5 Should the City request a change in the level of service other than pursuant to the annual July 1 readjustment, a revised Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement shall be signed and authorized by the City and the Sheriff or his designee and attached hereto as an Amendment to this Agreement.

3.6 The most recent dated and signed Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement shall be the staffing level in effect between the County and the City.

3.7 The City is not limited to the services indicated in Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement. The City may also request any other service or equipment in the field of public safety, law, or related fields within the legal power of the Sheriff's Department to provide. Such other services and equipment shall be reflected in a revised Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement under the procedures set forth

in Paragraphs 3.4 and 3.5 above.

- 3.8 With regard to any public safety equipment requested by the City and set forth on Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement, the City shall adhere to the terms and conditions set forth in Attachment C, Public Safety Equipment Use Requirements, of this Agreement.
- 3.9 When a contracted service unit, requiring the procurement of a vehicle at the onset of service, is deleted from the Service Level Authorization (SH-AD-575) , and the City reinstates said service unit within a 24-month period, the City will not be required to procure a vehicle.

#### **4.0 PERFORMANCE OF AGREEMENT**

- 4.1 For the purpose of performing general law enforcement services under this Agreement, the County shall furnish and supply all necessary labor, supervision, equipment, technology, communication facilities, and supplies necessary to maintain the agreed level of service to be rendered hereunder.
- 4.2 Notwithstanding the foregoing, the City may provide additional resources for the County to utilize in performance of the services.

4.2.1 All bailments require a separate Bailment Agreement governing the County's use of the bailed equipment. Such Bailment Agreements shall be administered at the station level. A bailment is a legal arrangement where one party (City) temporarily transfers possession of specific property or assets to another party (County) to facilitate the provision of certain services.

4.2.2 All donations made by a City to the County will be governed by the most current Sheriff's Department donation procedures.

4.2.3 The County, through the Sheriff's Department, acknowledges its obligation to maintain an inventory of all non-vehicle equipment owned by the City ("City Equipment") provided to the County for its use. The inventory shall include, but not limited to, a detailed description of each item of City Equipment, its serial number (if applicable), its condition upon receipt, and its location. The County shall be responsible for regularly updating and maintaining the inventory of City Equipment, including documenting any changes in the status, condition, or location

of equipment. The inventory shall be kept current and accurate at all times during the term of this Agreement. Upon request by the City, the County shall provide access to the inventory records and facilitate any necessary inspections or audit of the City Equipment. The County shall cooperate fully with the City in verifying the accuracy and completeness of the inventory. In the event of loss, damage, or theft of any City Equipment while under the custody or control of the County, the County shall promptly notify the City in writing and provide a detailed explanation of the circumstances surrounding the incident. All inventory records shall be completed and maintained at the station level.

- 4.3 When and if both parties to this Agreement concur as to the necessity of maintaining a law enforcement headquarters or Sheriff's Department substation within the City which would not normally be provided by the Sheriff's Department, the City shall furnish at its own cost and expense all necessary office space, and the Sheriff's Department shall have authority to negotiate with the City regarding which entity shall pay for furniture and furnishings, office supplies, janitor service, telephone, light, water, and other utilities.
- 4.4 It is expressly further understood that in the event a local office or building is maintained in the City, such local office or building may be used by the Sheriff's Department in connection with the performance of its duties in territory outside of the City, provided, however, that the performance of such outside duties shall not be at any additional cost to the City.
- 4.5 Notwithstanding the foregoing, it is mutually agreed that in all instances where special supplies, stationery, notices, forms, and the like must be issued in the name of the City, the same shall be supplied by the City at its own cost and expense.

## **5.0 INDEMNIFICATION**

- 5.1 The parties hereto have executed an Assumption of Liability Agreement approved by the County Board of Supervisors on December 27, 1977, and/or a Joint Indemnity Agreement approved by the County Board of Supervisors on October 8, 1991. Whichever of these documents the City has signed later in time is currently in effect and hereby made a part of and incorporated into this Agreement as if set out in full herein.

- 5.2 The parties hereto have also executed a County-City Special Indemnity Agreement approved by the County Board of Supervisors on August 25, 2009. This document is made a part of and incorporated into this Agreement as if set out in full herein.
- 5.3 In the event the County Board of Supervisors later approves a revised Joint Indemnity Agreement and the City executes the revised agreement, the subsequent agreement as of its effective date shall supersede the agreement previously in effect between the parties hereto.
- 5.4 Notwithstanding anything to the contrary contained in the Agreement, the indemnification term under this section shall be in effect for a period of nine (9) months, through and including March 31, 2025, with an automatic six-month (6) renewal thereafter, through and including September 30, 2025 ("Indemnification Extension"), unless: (a) this section is amended at any time prior to September 30, 2025; or (b) the entire Agreement is terminated earlier, pursuant to Section 7.0 of this Agreement. If the parties continue to perform under the Agreement after the expiration of the Indemnification Extension without any amendment to this section in accordance with Section 11.0, then the indemnification term under this section will be automatically renewed and incorporated herein for the entire duration of this Agreement.

## **6.0 TERM OF AGREEMENT**

- 6.1 The term of this Agreement shall be from July 1, 2024 through June 30, 2029, unless sooner terminated or extended as provided for herein.
- 6.2 At the option of the County Board of Supervisors and with the consent of the City Council, this Agreement may be renewed or extended for successive periods not to exceed five (5) years each.
- 6.3 Nine (9) months prior to the expiration of this Agreement, the parties shall meet and confer in good faith to discuss the possible renewal or extension of this Agreement pursuant to Paragraph 6.2 above. The parties shall reach an agreement as to the terms of any renewal or extension period no later than six (6) months prior to the expiration of this Agreement. Absent mutual agreement by the parties within that time frame, this Agreement shall expire at the conclusion of the then-existing term.

## **7.0 RIGHT OF TERMINATION**

- 7.1 Either party may terminate this Agreement as of the first day of July of any year upon notice in writing to the other party of not less than one hundred eighty (180) calendar days prior thereto.
- 7.2 Notwithstanding any provision herein to the contrary, the City may terminate this Agreement upon notice in writing to the County given within sixty (60) calendar days of receipt of written notice from the County of any increase in the rate for any service to be performed hereunder, and in such an event this Agreement shall terminate sixty (60) calendar days from the date of the City's notice to the County.
- 7.3 This Agreement may be terminated at any time, with or without cause, by either party upon written notice given to the other party at least one hundred eighty (180) calendar days before the date specified for such termination.
- 7.4 In the event of a termination, each party shall fully discharge all obligations owed to the other party accruing prior to the date of such termination, and, except as otherwise provided herein, each party shall be released from all obligations which would otherwise accrue subsequent to the date of termination.
- 7.5 In the case of termination of this Agreement, the Sheriff will provide only such duties as are required by law.

## **8.0 BILLING RATES**

- 8.1 The City shall pay the County for the services and equipment provided under the terms of this Agreement at the billing rates set forth on Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of this Agreement, as established by the County Auditor-Controller.
- 8.2 The billing rates set forth on Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of this Agreement shall be readjusted by the County Auditor-Controller annually effective July 1 of each year, published by the County, and attached hereto as an Amendment to this Agreement, to reflect the cost of such service in accordance with the policies and procedures for the determination of such rates as adopted by the County Board of Supervisors.
- 8.3 The City shall be billed at the current fiscal year's billing rates based on the service level provided within the parameters of Attachment A, Los Angeles County

Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement.

- 8.4 The billing rates for other services and equipment requested pursuant to Paragraph 3.7 of this Agreement and not set forth on Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of this Agreement shall be determined by the County Auditor-Controller in accordance with the policies and procedures established by the County Board of Supervisors and then set forth and published on a revised Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of this Agreement.

## **9.0 PAYMENT PROCEDURES**

- 9.1 The County, through the Sheriff's Department, shall render to the City, after the close of each calendar month, a summarized invoice which covers all services performed during said month, and the City shall pay the County for all undisputed amounts within sixty (60) calendar days after date of the invoice.
- 9.2 If such payment is not delivered to the County office which is described on the invoice within sixty (60) calendar days after the date of the invoice, the County is entitled to recover interest thereon. For all disputed amounts, the City shall provide the County with written notice of the dispute including the invoice date, amount, and reasons for dispute within ten (10) calendar days after receipt of the invoice. The parties shall memorialize the resolution of the dispute in writing. For any disputed amounts, interest shall accrue if payment is not received within sixty (60) calendar days after the dispute resolution is memorialized.
- 9.3 Interest shall be at the rate of ten percent (10%) per annum or any portion thereof, calculated from the invoice due date, or in the case of disputed amounts, calculated from the date the resolution is memorialized.
- 9.4 Notwithstanding the provisions of California Government Code Section 907, if such payment is not delivered to the County office which is described on said invoice within sixty (60) calendar days after the date of the invoice, or in the case of disputed amounts, from the date the resolution is memorialized, the County may satisfy such indebtedness, including interest thereon, from any funds of the City on deposit with the County without giving further notice to the City of the County's

intention to do so.

## **10.0 NOTICES**

10.1 Unless otherwise specified herein, all notices or demands required or permitted to be given or made under this Agreement shall be in writing and shall be hand delivered with signed receipt or mailed by first class registered or certified mail, postage prepaid, addressed to the parties at the following addresses and to the attention of the person named. Addresses and persons to be notified may be changed by either party by giving ten (10) calendar days prior written notice thereof to the other party.

10.2 Notices to the County shall be addressed as follows:

Los Angeles County Sheriff's Department  
Contract Law Enforcement Bureau  
Attn: Unit Commander  
211 W. Temple Street, 7<sup>th</sup> Floor  
Los Angeles, California 90012  
Phone #: 213-229-1647

10.3 Notices to the City of shall be addressed as follows:

City of Bradbury  
Attn: City Manager  
600 Winston Avenue  
Bradbury, CA 91008  
Phone #: 626-358-3218

## **11.0 AMENDMENTS**

11.1 Except for changes pursuant to Paragraphs 8.2 and 8.4 of this Agreement, all changes, modifications, or amendments to this Agreement must be in the form of a written Amendment duly executed by the County Board of Supervisors and an authorized representative of the City.

11.2 Notwithstanding Paragraph 11.1 above, the Sheriff or his designee is hereby authorized to execute, on behalf of the County, any Amendments and/or supplemental agreements referenced in Sections 3.0, 4.0, and 9.0 of this Agreement.

11.3 In accordance with Paragraphs 8.2 and 8.4 of this Agreement, the Sheriff or his designee is hereby authorized to publish, on behalf of the County, the annual



revised Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of this Agreement. The revised Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of this Agreement shall serve as an Amendment to this Agreement, but shall not require the signature of either party.

#### **12.0 AUTHORIZATION WARRANTY**

- 12.1 The City represents and warrants that the person executing this Agreement for the City is an authorized agent who has actual authority to bind the City to each and every term, condition, and obligation of this Agreement and that all requirements of the City have been fulfilled to provide such actual authority.
- 12.2 The County represents and warrants that the person executing this Agreement for the County is an authorized agent who has actual authority to bind the County to each and every term, condition, and obligation of this Agreement and that all requirements of the County have been fulfilled to provide such actual authority.

#### **13.0 ENTIRE AGREEMENT**

This Agreement, including Attachment A, Attachment B, and Attachment C, and any Amendments hereto constitute the complete and exclusive statement of understanding of the parties which supersedes all previous agreements, written or oral, and all communications between the parties relating to the subject matter of this Agreement. No change to this Agreement shall be valid unless prepared pursuant to Section 11.0, Amendments, of this Agreement.

**MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT  
BY AND BETWEEN  
COUNTY OF LOS ANGELES  
AND CITY OF \_\_\_\_\_**

IN WITNESS WHEREOF, the County of Los Angeles, by order of its Board of Supervisors, has caused this Agreement to be executed by the Sheriff of Los Angeles County, and the City has caused this Agreement to be executed by its duly authorized representative, on the dates written below.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
ROBERT G. LUNA, Sheriff

Date \_\_\_\_\_

CITY OF BRADBURY

By \_\_\_\_\_  
Richard Barakat, Mayor

Date \_\_\_\_\_

ATTEST:

By \_\_\_\_\_  
Diane Jensen, City Clerk

APPROVED AS TO FORM:  
DAWYN R. HARRISON  
County Counsel

By \_\_\_\_\_  
Principal Deputy County Counsel

APPROVED AS TO FORM:  
CARY REISMAN  
City Attorney

By \_\_\_\_\_

# ATTACHMENT 'A'

An Attachment to the Municipal Law Enforcement Services Agreement by and  
between County of Los Angeles and City of Bradbury



# **ATTACHMENT 'B'**

An Attachment to the Municipal Law Enforcement Services Agreement by and  
between County of Los Angeles and City of Bradbury





**LOS ANGELES COUNTY SHERIFF'S DEPARTMENT**  
**CONTRACT CITY LAW ENFORCEMENT SERVICES**  
**SERVICE LEVEL AUTHORIZATION (SH-AD 575)**  
**DEPLOYMENT OF PERSONNEL**

City: Bradbury Fiscal Year: 2023-2024 Effective Date: 7/1/2023

SERVICE UNIT	TOTAL UNITS PURCHASED	GENERAL LAW			TRAFFIC LAW			MOTOR DEP	SAD	D.B.	TEAM LEADER	TOTAL UNITS ASSIGNED
		EM	AM	PM	EM	AM	PM					
<b>DEPUTY SHERIFF</b>												
Non-Relief	0.00											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											0.00
Motor (Non-Relief)	0.00											0.00
<b>DEPUTY BONUS</b>												
Non-Relief	0.00											0.00
40-Hour Unit	0.00											0.00
56-Hour Unit	0.00											0.00
70-Hour Unit	0.00											0.00
<b>GROWTH DEPUTY</b>												
Deputy	0.00											0.00
SAD	0.00											0.00
Bonus I	0.00											0.00
Motor (Non-Relief)	0.00											0.00
<b>GRANT DEPUTY</b>												
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 <input type="checkbox"/> NO <input checked="" type="checkbox"/> License Detail - Business License & Renewal Applications YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> License Detail - Acts on Violations Observed within the City YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> S.T.A.R. Deputy Program YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Other Supplemental Services YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> NOTE: License Detail is billed on an hourly basis and billed monthly as service is provided.												

Sworn						
	Lieutenant	Sergeant	Bonus Deputy	Motor Deputy	Deputy	SAD
Hours	0	0	0	0	730	0
Minutes	0	0	0	0	43,800	0
Personnel	0.000	0.000	0.000	0.000	0.408	0.000

Civilian			
	SSO	LET/CSA/CA/PCO	Clerical
Hours	0	0	0
Minutes	0	0	0
Personnel	0.000	0.000	0.000

FOR CONTRACT LAW ENFORCEMENT BUREAU USE ONLY			
BILLING MEMO REQUIRED AND SUBMITTED:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
(PERSONNEL TRANSACTION REQUEST) "PTR" REQUIRED AND SUBMITTED:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
ORGANIZATIONAL CHART REQUIRED AND SUBMITTED:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
DUTY STATEMENT REQUIRED AND SUBMITTED:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
SMS DEPLOYMENT CONTRACT UPDATED:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
MINUTE PROGRAM IN RAPS UPDATED:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>

Initials

City Official: SK

Unit Commander: [Signature]

# **ATTACHMENT 'C'**

An Attachment to the Municipal Law Enforcement Services Agreement by and  
between County of Los Angeles and City of Bradbury





**LOS ANGELES COUNTY SHERIFF'S DEPARTMENT**  
**CONTRACT CITY LAW ENFORCEMENT SERVICES**  
**SERVICE LEVEL AUTHORIZATION (SH-AD 575)**  
**PUBLIC SAFETY EQUIPMENT**

CITY: Bradbury FISCAL YEAR: 2023-2024

START-UP VEHICLE					
VEHICLE TYPE	YEAR	SERVICE CODE	#	RATE	TOTAL COST

EQUIPMENT					
MDC TYPE	YEAR	SERVICE CODE	#	RATE	TOTAL COST

APR WITH INSTALL	YEAR	SERVICE CODE	#	RATE	TOTAL COST

**Total Public Safety Equipment Cost: \$ -**

Initials

City Official:

HK

Unit Commander:

[Signature]



# CONTRACT CITY LAW ENFORCEMENT SERVICES AND EQUIPMENT MASTER RATE SHEET

Liability Rate: 12.0%

**DSSU Rates**

Rank	Relief Factor	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**

Rank	Relief Factor	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	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)	Non-Relief	\$ 120,202	340
Operations Assistant I	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
Skynight Observer	Non-Relief	\$ 348,030	349



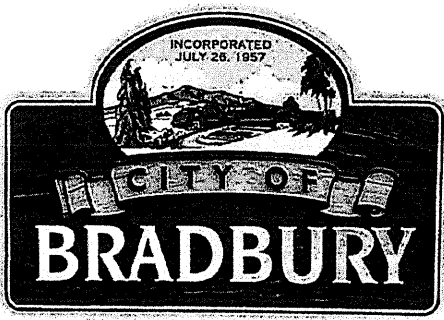
# CONTRACT CITY LAW ENFORCEMENT SERVICES AND EQUIPMENT MASTER RATE SHEET

## Vehicle & Equipment Rates

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 annually per Sections 8.2 and 11.3 of the MLESA.



*Richard Barakat, Mayor (District 3)*  
*Richard 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: June 18, 2024

SUBJECT: **City Council Liaisons for Fiscal Year 2024/2025 and  
Consideration of Resolution No. 24-15 Pertaining to the  
Appointments to the San Gabriel Valley Council of Governments**

ATTACHMENTS: 1. Resolution No. 24-15: San Gabriel Valley Council of  
Governments

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### **SUMMARY**

This item prompts the City Council to discuss the 2024-25 organization and association assignments. It is recommended that the City Council designate City Council members to organizations and associations and adopt Resolution No. 24-15.

### **BACKGROUND**

Enclosed is the current FY 2024/2025 liaison list. As part of the recent City Council reorganization, the Council should review the organization and association assignments.

When the City Council reorganizes each year, a part of the annual reorganization is to review the organization and association assignments.

The appointment to the San Gabriel Valley Council of Governments requires authorization by Resolution. The draft resolution is attached to this report.

The chart below includes the current appointments:

<b>Association/Organization</b>	<b>23-24 Liaison</b>	<b>23-24 Alternate</b>	<b>24-25 Liaison</b>	<b>24-25 Alternate</b>
California Contract Cities Association (CCCA)	vacant	vacant		
League of California Cities	Lathrop	vacant		
LA County City Selection Committee	Barakat	vacant	Mayor	
LA County Sanitation District	Barakat	Lathrop	Mayor	
So. California Joint Powers Insurance Authority	Barakat	City Manager	Mayor	
So. California Association of Governments (SCAG)	vacant	vacant		
Foothill Transit	Barakat	Bruny		
San Gabriel Valley Mosquito & Vector Control District	Barakat (term exp. 12/31/25)	vacant		
Duarte Community Education Council (CEC)	Lathrop	Bruny		
Duarte Education Foundation	Bruny	Lathrop		
Area D Emergency Services and Director of the Bradbury Disaster Committee	Barakat	Lathrop		
LASD Temple Station Boosters	vacant	vacant		
San Gabriel Valley COG	Barakat	vacant		

### **ANALYSIS**

The City Council liaison appointments are intended to ensure the City Council actively participate in inter-jurisdictional organizations to ensure the interests of the community are represented in regional public policy.

It is recommended that the City Council designate City Council members to organizations and associations and for the City Council adopt Resolution No. 24-15 designating a representative as the voting member and alternate to the San Gabriel Valley Council of Governments. Further, it is typical that the residing Mayor is the representative to the Los Angeles City Selection Committee and LA County Sanitation District.

#### **FINANCIAL REVIEW**

There is no financial impact as a result of this action.

#### **STAFF RECOMMENDATION**

It is recommended that the City Council designate City Council members to organizations and associations and adopt the Resolution No. 24-15.

# **ATTACHMENT #1**

**RESOLUTION NO. 24-15**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA,  
APPOINTING THE GOVERNING BOARD MEMBER AND ALTERNATE GOVERNING  
BOARD MEMBER TO THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS**

**WHEREAS**, the City of Bradbury has executed the Joint Powers Agreement establishing the San Gabriel Valley Council of Governments; and

**WHEREAS**, the Council of Governments will be structured with a Governing Board made up of one elected official selected by each member city; and

**WHEREAS**, each member city must designate by resolution a Governing Board Member and Alternate Governing Board Member;

**NOW, THEREFORE**, the City Council of the City of Bradbury does resolve as follows:

SECTION 1. That the Governing Board Member representing the City of Bradbury shall be \_\_\_\_\_.

SECTION 2. That the Alternate Governing Board Member representing the City of Bradbury shall be \_\_\_\_\_.

SECTION 3. That the City Clerk shall certify to the adoption of this resolution and send a copy to the Executive Director of the San Gabriel Valley Council of Governments.

**APPROVED AND ADOPTED** this 18<sup>th</sup> day of June, 2024.

\_\_\_\_\_  
Mayor – City of Bradbury

**ATTEST:**

I hereby certify that the foregoing Resolution No. 24-15 was adopted by the City Council of the City of Bradbury at a regular meeting held on the 18<sup>th</sup> day of June, 2024.

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Diane Jensen - City Clerk  
City of Bradbury, California