

AGENDA

**Regular Meeting of the Bradbury City Council
To be held on Tuesday, January 18, 2022
Closed Session Immediately Following
at the Bradbury Civic Center
600 Winston Avenue, Bradbury, CA 91008**

Pursuant to California Government Code section 54953(e)(1), the City is allowing Council Members, Staff and the public to participate in this City Council meeting by means of a Zoom video or telephone call. You will be able to hear the entire proceedings (other than the Closed Session) and to speak during Public Comment, Public Hearing, and other authorized times. Members of the public must maintain silence and mute their microphones and telephones except during those times. The Zoom information is <https://us02web.zoom.us/j/86722404353>, One tap mobile +16699009128, 86722404353#, or dial (669) 900-9128 and enter code 867 2240 4353#.

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

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

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

PUBLIC COMMENT

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

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

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

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

ACTION ITEMS*

1. CONSENT CALENDAR

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

- A. Minutes: Regular Meeting of December 21, 2021
- B. Resolution No. 22-01: Demands & Warrants for January 2022
- C. Monthly Investment Report for the month of December 2021
- D. Resolution No. 22-02: Calling for the Holding of a General Municipal Election to be held on Tuesday, June 7, 2022, for the Election of Certain Officers
- E. Resolution No. 22-03: Requesting the Board of Supervisors of the County of Los Angeles to Consolidate a General Municipal Election to be held on Tuesday, June 7, 2022 with the Statewide Primary Election
- F. Resolution No. 22-04: Adopting Regulations for Candidates for Elective Office pertaining to the Candidates Statements Submitted to the Voters at an Election to be held on Tuesday, June 7, 2022
- G. Second Reading and Adoption of Ordinance No. 381: AN ORDINANCE OF THE CITY OF BRADBURY ADOPTING BY REFERENCE TITLE 26 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA BUILDING CODE, 2019 EDITION; TITLE 29 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA MECHANICAL CODE, 2019 EDITION; TITLE 28 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA PLUMBING CODE, 2019 EDITION; TITLE 27 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA ELECTRICAL CODE, 2019 EDITION; TITLE 30 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA RESIDENTIAL CODE, 2019 EDITION; TITLE 31 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA GREEN BUILDING STANDARDS CODE, 2019 EDITION; TITLE 33 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA EXISTING BUILDING CODE, EDITION 2019; THE CALIFORNIA HISTORICAL BUILDING CODE, EDITION 2019; MAKING AMENDMENTS TO SAID CODES; AMENDING TITLE IV, CHAPTER 3, TITLE XVII, CHAPTERS 1, 2, 3, 4, 5, 6, 7, 8, 9, 12 AND 13.

2. A Cal-Am Presentation on Citywide Water Pressure

California American Water Company (Cal-Am) will be making a presentation on water pressure deficiencies and resolutions.

3. Introduction of Ordinance No. 382: An Ordinance of the City Council of the City of Bradbury Amending the Bradbury Municipal Code to Enact California State Organic Waste Disposal Reduction Requirements

CalRecycle is the state agency responsible for creating the regulatory standards for SB 1383, a statewide effort to reduce emissions of short-lived climate pollutants (SLCP). Enforcement will begin by April 1, 2022. Although the City of Bradbury is exempt from the organics recycling regulations, the City still needs to adopt an ordinance to implement relevant provisions of SB 1383. Therefore, Staff recommends that the City Council introduce Ordinance No. 382.

4. Recommendation for Award of Bid to WCA, Inc. for Tree Maintenance Services

The City of Bradbury has sought proposals for tree trimming and maintenance services. Fifteen qualified vendors were contacted with a request for proposals (RFP). Mariposa Tree Management and West Coast Arborists (WCA) were the only two vendors that responded to the RFP. Staff recommends that the City Council award a contract term of two years to West Coast Arborist, Inc.

5. A Discussion About Bradbury Night Out 2022

This item prompts a discussion on the feasibility of holding a Bradbury Night Out in 2022. It is recommended that the City Council direct Staff on how to proceed with scheduling the event.

6. Scheduling a Future Date for a Study Session on Planning Related Items

It is recommended that the City Council set a date for a Special Meeting to review and discuss a number of planning related items.

7. **Matters from the City Manager**
8. **Matters from the City Attorney**
9. **Matters from the City Council**

Mayor Bruny

Duarte Community Education Council (CEC)

Mayor Pro-Tem Lathrop

*League of California Cities
Duarte Education Foundation*

Councilmember Barakat

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

Councilmember Hale

Councilmember Lewis

*California JPIA
Director of Bradbury Disaster Committee
Area "D" Office of Disaster Management*

10. ITEMS FOR FUTURE AGENDAS

CLOSED SESSION

CALL TO ORDER/ROLL CALL

PUBLIC COMMENT – REGARDING CLOSED SESSIONS ONLY

RECESS TO CLOSED SESSIONS REGARDING:

- A. Pending Litigation** Pending Litigation pursuant to Government Code Section 54956.9 (d) (1): *City of Bradbury v. Zhongying USA Capitals Inc.*, Los Angeles Superior Court Case No. 19GDCP00356.

ADJOURNMENT

The City Council will adjourn to a Regular Meeting at the Bradbury Civic Center, 600 Winston Ave., Bradbury, CA 91008 on Tuesday, February 15, 2022 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, Claudia Saldana, City Clerk, hereby certify that I caused this agenda to be posted at the Bradbury City Hall entrance gate on Friday, January 14, 2022 at 5:00 p.m."


CITY CLERK - CITY OF BRADBURY

**MINUTES OF A REGULAR MEETING OF THE
CITY COUNCIL OF THE CITY OF BRADBURY
HELD ON TUESDAY, DECEMBER 21, 2021**

EXECUTIVE ORDER NO. 25-20:

Pursuant to Governor Newsom's Executive Order N-25-20, the City is allowing Council Members, Staff and the public to participate in this City Council meeting by means of a Zoom video or telephone call. Participants will be able to hear the entire proceedings (other than the Closed Session) and be able to speak during Public Comment, Public Hearing, and other authorized times. Members of the public must maintain silence and mute their microphones and telephones except during those times.

MEETING CALLED TO ORDER:

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

ROLL CALL:

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

ABSENT: Councilmember Lewis

STAFF: City Manager Kearney, City Attorney Reisman (remote), City Clerk Saldana and Management Analyst Musa

**COUNCILMEMBER LEWIS
EXCUSED:**

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

APPROVAL OF AGENDA:

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

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

In compliance with the California Political Reform Act, each City Councilmember has the responsibility to disclose direct or indirect potential for a personal financial impact as a result of participation in the decision-making process concerning agenda items. City Attorney Reisman stated he was aware of none.

PUBLIC COMMENT:

None

CONSENT CALENDAR:

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

- A. Minutes: Regular Meeting of November 16, 2021
- B. Minutes: Adjourned Meeting of December 7, 2021
- C. Resolution No. 21-23: Demands & Warrants for December 2021
- D. Monthly Investment Report for the month of November 2021
- E. Resolution No. 21-24: Authorizing Submittal of Application for CalRecycle Funds

**MOTION TO APPROVE
CONSENT CALENDAR:**

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

APPROVED:

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

NOES: None

ABSENT: Councilmember Lewis

Motion passed 4:0

URGENCY ORDINANCE NO. 380:

AN URGENCY ORDINANCE OF THE CITY OF BRADBURY, CALIFORNIA, ADOPTING CHANGES TO TILTE IX OF THE BRADBURY MUNICIPAL CODE RELATING TO THE IMPLEMENTATION OF SENATE BILL 9 FOR THE CREATION OF URBAN LOTS SPLITS AND TWO RESIDENTIAL UNITS PER LOT

The City Council was provided an amended version of Ordinance No 380 before the meeting.

BACKGROUND:

City Manager Kearney stated that on September 16, 2021 Governor Newsom signed SB 9 into law, which adds two new sections to the Government code relating to the development of multiple units on a single-family residential lot and lot splits. Section 65852.1 requires a local agency to ministerially approve a housing development of no more than two (2) residential units (either 2 new or 1 new addition to an existing unit) within a single-family residential zone without discretionary review or a hearing when the proposed development meets all of the listed requirements. Similarly, Section 66411.7 requires a local agency to ministerially approve a parcel map for a lot split in the single-family zone when the map meets all of the listed requirements. The purpose of SB 9 is to allow up to four units on a lot where there once was one unit in single-family residential zones.

EFFECT ON BRADBURY:

Despite these provisions, it is expected that SB 9 will have little, if any, impact on the City of Bradbury. Because of how houses are situated on existing lots, it would be difficult to split a lot and have four units on a developed lot without demolition of the existing structure. Most residents would be hesitant to destroy their existing single-family home, and SB 9 prohibits demolition of alteration of a structure if it has been rented out within the last three years, and allows the City to limit demolitions of more than 25% of existing exterior structural walls in other circumstances. SB 9 also prohibits owners from repeatedly subdividing property and prohibits developers or owners from acting in concert with others to successively split and develop adjacent properties.

RECOMMENDTION:

It is recommended that the City Council open the public hearing and receive testimony from the public and adopt Urgency Ordinance No. 380, which immediately amends Tile IX of the Bradbury Municipal Code relating to urban lot splits and two-unit housing developments.

**PUBLIC HEARING OPENED
AND CLOSED:**

Mayor Bruny opened the public hearing for public testimony. There being no public input, Mayor Bruny declared the public hearing closed.

**MOTION TO ADOPT URGENCY
ORDINANCE NO. 380:**

Councilmember Barakat made a motion to adopt Urgency Ordinance No. 380: AN URGENCY ORDINANCE OF THE CITY OF BRADBURY, CALIFORNIA, ADOPTING CHANGES TO TILTE IX OF THE BRADBURY MUNICIPAL CODE RELATING TO THE IMPLEMENTATION OF SENATE BILL 9 FOR THE CREATION OF URBAN LOTS SPLITS AND TWO RESIDENTIAL UNITS PER LOT, as amended. Councilmember Hale seconded the motion, which was carried by the following roll call vote:

APPROVED:

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

NOES: None

ABSENT: Councilmember Lewis

Motion passed 4:0

ORDINANCE NO. 381:

AN ORDINANCE OF THE CITY OF BRADBURY, CALIFORNIA, ADOPTING BY REFERENCE TITLE 26 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA BUILDING CODE, 2019 EDITION; TITLE 29 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA MECHANICAL CODE, 2019 EDITION; TITLE 28 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA PLUMBING CODE, 2019 EDITION; TITLE 27 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA ELECTRICAL CODE, 2019 EDITION; TITLE 30 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA RESIDENTIAL CODE, 2019 EDITION; TITLE 31 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA GREEN BUILDING STANDARDS CODE, 2019 EDITION; TITLE 33 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA EXISTING BUILDING CODE, EDITION 2019; THE CALIFORNIA HISTORICAL BUILDING CODE, EDITION 2019; MAKING AMENDMENTS TO SAID CODES; AMENDING TITLE IV, CHAPTER 3, TITLE XVII, CHAPTERS 1, 2, 3, 4, 5, 6, 7, 8, 9, 12 AND 13

BACKGROUND:

City Manager Kearney stated that the California Health and Safety Code requires that the City adopt the same building standards as those contained in the California Building Standards Code, with the exception that the City may establish more restrictive building standards as reasonably necessary because of local climatic, geological, and/or topographic conditions. Health and safety Code Section 18941.5 requires that all City amendments, together with the State Building Standards Code, become effective 180 days after the publication of the State Building Standards Code, or at a later date established by the Building Standards Commission. The Code went into effect on April 2, 2020, but the update Code was never adopted by the City.

CALIFORNIA FIRE CODE

Because the City contracts with the Los Angeles County Fire Department, the City is required to adopt the same Code as the County.

The proposed ordinance adopts by reference, with certain changes and amendments, the 2019 California Fire Code, and adopts as Title 32 the Fire Code for the District. The ordinance includes specific building codes that are more stringent than those adopted by the State Fire Marshall as contained in the California Building Standards Code, and makes the required findings necessary due to local climatic, geological, and/or topographical conditions in Los Angeles County, including the City of Bradbury.

FINANCIAL IMPACT:

It is important to note that no new fees have been established, nor have any fees been raised, as a result of this proposed ordinance.

RECOMMENDATION:

It is recommended that the City Council hold a public hearing and introduce for first reading, by title only, Ordinance No. 381.

**PUBLIC HEARING OPENED
AND CLOSED:**

Mayor Bruny opened the public hearing for public testimony. There being no public input, Mayor Bruny declared the public hearing closed.

**MOTION TO INTRODUCE
ORDINANCE NO. 381:**

Councilmember Hale made a motion to introduce for first reading, by title only, Ordinance No. 381. Mayor Pro-Tem Lathrop seconded the motion, which was carried by the following roll call vote:

APPROVED:

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

NOES: None

ABSENT: Councilmember Lewis

Motion passed 4:0

Second Reading and Adoption of Ordinance No. 381 is set for the January 18, 2022 City Council Meeting.

**REVIEW OF ADMINISTRATIVE
FILM POLICY NO. 12-01:**

Management Analyst Musa stated that Film Ordinance No. 379 was introduced at the October 19, 2021 City Council meeting. The City Council adopted Ordinance No. 379 at the November 16, 2021 meeting. Ordinance No. 379 amended the Bradbury Municipal Code related to filming and refers to the City's Film Policy. Since the last City Council meeting, staff has updated the film policy and film permit application based on City Council feedback at the November meeting.

RECOMMENDATION:

It is recommended that the City Council further review the updated film policy and discuss any other desired changes.

DURATION OF FILMING:

City Manager Kearney stated that the City Council wished to discuss duration of filming at tonight's meeting.

Councilmember Hale stated that the Bradbury Estates HOA allows 30 consecutive days of filming four times a year.

Mayor Bruny suggested to hear public input before discussing further changes to the City's film policy.

**PUBLIC COMMENT
AND DISCUSSION:**

Maria Mak, 215 Barranca Road, was not happy with the HOA rule of allowing 30 days of filming four times per year, which equals 120 days of filming. Mayor Pro-Tem Lathrop stated that duration should be tied to location. Councilmember Hale stated that in the HOA policy staging and strike down is included in the 30 days.

Mrs. Mak also did not like #3, which reads in part "Verified abstentions will be deemed approvals." Councilmember Hale stated that many Estates residents are out of the country for long periods of time. Mayor Pro-Tem Lathrop stated that he does not think that verified abstentions should be approvals. It was suggested that unverified abstentions won't count.

Mrs. Mak inquired about how much notice would be given to residents in advance of any filming activity. City Manager Kearney replied that the noticing is done by the production company, not the City.

Danny Bakewell (address?) stated that he thinks the Administrative Policy gives too much discretion to the City Manager. City Manager Kearney stated that he always notifies the Councilmember(s) of filming before issuing any permits.

The next issue was how to deal with a television series. How much of a break should there be in between filming the next season? Councilmember Hale suggested a 3-month hiatus in between seasons.

Maria Mak stated that it sounds like there is a loophole for series and that it could go on forever.

Danny Bakewell stated that an element is coming to the City that does not live here and it is completely out of control and now it's open season for production companies casing the City.

Mayor Bruny replied that everyone living in the Estates has visitors, it's not just film crews. Mayor Bruny stated that this issue is a discussion for the HOA.

PUBLIC COMMENT CLOSED:

There being no further comments, Mayor Bruny closed the discussion for public input and asked the Council if Staff should bring back the changes at the January meeting. Mayor Pro-Tem Lathrop stated that he would like to approve the Film Policy tonight.

**MOTION TO APPROVE
FILM POLICY NO. 12-01:**

Mayor Pro-Tem Lathrop made a motion to adopt Film Policy No. 12-01 with the amendments discussed tonight. Councilmember Barakat seconded the motion, which was carried by the following roll call vote:

APPROVED:

AYES: Mayor Bruny, Mayor Pro-Tem Lathrop,
Councilmembers Barakat and Hale
NOES: None
ABSENT: Councilmember Lewis

Motion passed 4:0

UPDATE ON ANNEXATION:

City Manager Kearney stated that the Annexation of the portion of Royal Oaks Drive North (directly adjacent to the retirement community) is moving forward.

MATTERS FROM THE CITY MANAGER:

City Manager Kearney stated that City Hall will be closed for Winter Break from Thursday, December 24, 2021 through Monday, January 3, 2022. City Hall will re-open on Tuesday, January 4, 2022.

Councilmember Barakat wanted to know if our CSO Derek Hensel will be working the week between Christmas and New Year. City Manager Kearney replied yes.

The City Council stated that they would like the Building Inspector to work during Winter Break as well. City Manager Kearney stated that he will ask the Building Inspector, Mark Handler, if he would be willing to come in on December 28th, 29th and the 30th.

MATTERS FROM THE CITY ATTORNEY:

City Attorney Reisman stated that he had nothing to report and wished everyone a Merry Christmas and a Happy New Year.

MATTERS FROM THE CITY COUNCIL:

MAYOR:

Nothing to report

MAYOR PRO-TEM LATHROP:

Mayor Pro-Tem Lathrop stated that due to the State's Redistricting the City of Bradbury is no longer in Assembly-woman Blanca Rubio's District.

COUNCILMEMBER BARAKAT:

Nothing to report

COUNCILMEMBER HALE:

Nothing to report

COUNCILMEMBER LEWIS:

Not present

ITEMS FOR FUTURE AGENDAS:

City Manager Kearney stated that lots of Planning discussions will be coming up in the next year. City Manager Kearney also stated that there will be a discussion with California American Water Company regarding water pressure.

CLOSED SESSION

**PUBLIC COMMENT REGARDING
CLOSED SESSION ONLY:**

None

RECESS TO CLOSED SESSION:

At 8:06 p.m. the City Council adjourned to a Closed Session to discuss the following:

A. Public Employee Performance Evaluation

Government Code Section 54957(b)(4)

Title: City Attorney

REPORT FROM CLOSED SESSION:

The City Council met in closed session, evaluated the performance of the City Attorney and advised the City Manager regarding preparation of the performance evaluation report.

ADJOURNMENT:

At 8:16 p.m. Mayor Bruny adjourned the meeting to a Regular Meeting on Tuesday, January 18, 2022 at 7:00 p.m.

MAYOR – CITY OF BRADBURY

ATTEST:

CITY CLERK – CITY OF BRADBURY

RESOLUTION NO. 22-01

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA,
APPROVING DEMANDS AND WARRANTS NO. 16750 THROUGH NO. 16765
(PRE-RELEASED CHECKS)
AND DEMANDS AND WARRANTS NO. 16766 THROUGH NO. 16781
(REGULAR CHECKS)**

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

Section 1. That the demands as set forth hereinafter are approved and warrants authorized to be drawn for payment from said demands in the amount of \$1,610.99 pre-released Checks) and \$19,952.90 at January 18, 2022 from the General Checking Account

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

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
16750	California American Water (1/4/22)	<u>Service Address:</u> 301 Mt Olive Drive Irrigation 2410 Mt Olive Lane Irrigation 2256 Gardi Street Acct. 200-48-6400	\$134.94 \$62.05 <u>\$46.36</u> \$243.35
16751	Molly Maid (12/27/21)	22-Dec-2021 City Hall Cleaning Acct. 101-16-6460	\$105.00
16752	Dept. of Conservation (12/31/21)	Fee Report: Strong Motion Instrumentation and Seismic Hazard Mapping Fee For the Quarter Oct-Dec 2021 Acct. 101-20-7220	\$6.50
16753	California Building Standards Commission (9/30/21)	Building Standards Administration Special Revolving Fund (BSASRF) For the Quarter Oct-Dec 2021 Acct. 101-20-7220	\$1.00
16754	Division of the State Architect (12/31/21)	DSA 786 – Disability Access & Education Fee Quarterly Report for Oct-Dec 2021 Acct. 101-00-4350	\$11.70
16755	Delta Dental (1/1/22)	<u>Dental Insurance:</u> City Manager (family) Acct. 101-12-5100 City Clerk Acct. 101-13-5100 Management Analyst Acct. 101-16-5100	\$131.43 \$42.88 <u>\$42.88</u> \$217.19

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
16756	Vision Service Plan (1/1/22)	<u>Vision Insurance:</u> City Manager (family) Acct. 101-12-5100 City Clerk Acct. 101-13-5100 Management Analyst Acct. 101-13-5100	\$61.07 \$23.66 <u>\$23.66</u> \$108.39
16757	The Standard (1/1/22)	<u>Basic Life and AD&D:</u> City Manager Acct. 101-12-5100 City Clerk Acct. 101-13-5100 Management Analyst Acct. 101-13-5100	\$9.25 \$9.25 <u>\$9.25</u> \$27.75
16758	Spectrum (1/9/22)	Business Internet Acct. 101-16-6230	\$149.98
16759	Southern California Edison (1/11/22)	Street Lights for Mt. Olive/Gardi Acct. 200-48-6400	\$41.80
16760	Southern California Edison (1/11/22)	City Hall Utilities Acct. 101-16-6400	\$241.99
16761	The Gas Company (1/18/22)	City Hall Utilities Acct. 101-16-6400	\$33.78
16762	Staples (1/15/22)	Office Supplies Acct. 101-62-6200 Tech Expense Acct. 113-20-8120	\$139.71 <u>\$99.99</u> \$239.70
16763	Frontier (1/18/22)	Fire Alarm Line Service from 12/22/21 to 01/25/22 Acct. 101-23-7420	\$110.86
16764	T-Mobile (1/18/22)	Mobile Internet (Hot Spot) Acct. 113-20-8120	\$32.00
16765	Secretary of State (1/13/22)	National Notary Association Seminar Attendee: Management Analyst Sophia Musa Acct. 101-16-6010	\$40.00

Total Pre-Released Checks **\$1,610.99**

REGULAR CHECKS:

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
16766	Best Best & Krieger (1/6/22))	Rio Hondo-San Gabriel Watershed Advocacy Dec 2021 Professional Services <i>Acct. 102-42-7630 (UUT)</i>	\$943.59
16767	Burrtec Waste Industries (12/29/21)	Aug 2021 Street Sweeping <i>(to replace Check #16706)</i> Sep 2021 Street Sweeping <i>(to replace Check #16707)</i> Oct 2021 Street Sweeping <i>(to replace Check #16708)</i> <i>Acct. 200-48-7290</i>	\$313.14 \$313.14 <u>\$313.14</u> \$939.42
16768	Claudia Saldana (12/23/21)	Mileage Reimbursement Period: 9/24/21 to 12/23/21 <i>Acct. 101-13-6050</i>	\$15.12
16769	CougarMountain Software (1/30/22)	Customer Support (2 Hours) <i>Acct. 101-14-6230</i>	\$400.00
16770	Kevin Kearney (Jan 2022)	Monthly Cell Phone Allowance <i>Acct. 101-12-6440</i>	\$75.00
16771	LDM Associates, Inc. (12/21/21)	Planning Services December 1-7, 2021 <i>Acct. 101-20-7210</i>	\$625.00
16772	City of Monrovia (1/4/22)	Transportation Services for Jan 2022 <i>Acct. 204-40-7325 (Prop C)</i>	\$704.07
16773	Pasadena Humane Society (12/31/21)	Animal Control Services for Dec 2021 <i>Acct. 101-25-7000</i>	\$954.17
16774	Post Alarm Systems (1/5/22)	City Hall Monitoring for Feb 2022 Fire & Intrusion Systems <i>Acct. 101-23-7420</i>	\$128.46
16775	Southern California Edison (1/3/22)	Street Lights <i>Acct. 200-48-6410</i>	\$947.63
16776	Suresh Malkani (12/23/21)	Finance Director (28.75 X \$80/hr) November and December 2021 <i>Acct. 101-14-5010</i>	\$2,300.00

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
16777	State Water Resources Control Board (SWRCB) (12/22/21)	Annual Permit Fee Facility ID: 4 19M1000096 Acct. 102-42-7630 (UUT)	\$3,535.00
16778	U.S. Bank Corporate Payment Systems (12/22/21)	<u>Kevin Kearney Visa Card:</u> National Notary Association \$458.80 Acct. 101-30-6030 USPS.com (\$5 stamps) \$62.00 Acct. 101-23-7450 Beenverified.com \$4.95 Acct. 101-23-7450 CougarMountain (4 hrs training) \$750.00 Acct. 101-14-6010 Amazon.com \$130.85 (Disinfecting Wipes & Face Masks) Acct. 101-16-6450 Caffee Roma (City Manager Luncheon) <u>\$41.66</u> Acct. 101-12-6025 <u>\$1,448.26</u>	
16778	U.S. Bank Corporate Payment Systems (12/22/21)	<u>Claudia Saldana Visa Card:</u> USPS (stamps) \$78.40 Acct. 101-16-6230 Big Lots! (window clings) \$6.62 Dollar Tree Store (window clings) \$1.38 Big Lots! (City Hall supplies) <u>\$12.07</u> Acct. 101-16-6450 <u>\$98.47</u>	
16778	U.S. Bank Corporate Payment Systems (12/22/21)	<u>Sophia Musa Visa Card:</u> DropBox Plus (for 1 year) \$119.88 Acct. 113-20-8120 Broadvoice (City Hall Telephone) <u>\$168.83</u> Acct. 101-16-6440 <u>\$288.71</u>	\$1,835.44
16779	Jones & Mayer (12/31/21)	<u>City Attorney:</u> December Retainer \$2,650.00 Acct. 101-15-7020 Chadwick Ranch \$975.00 Acct. 103-00-2039 Code Enforcement \$250.00 Acct. 101-23-7450 Zoning/General Plan <u>\$1,200.00</u> Acct. 101-15-7075	\$5,075.00
16780	DUDEK (1/12/22)	Community Wildfire Protection Plan Period: Oct 30 to Nov 26, 2021 Acct. 219-21-7761	\$1,245.00

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
16781	DUDEK (1/12/22)	Community Wildfire Protection Plan Period: Nov 27 to Dec 31, 2021 <i>Acct. 219-21-7761</i>	\$230.00
Total Regular Checks			<u>\$19,952.90</u>

JANUARY 2022 PAYROLL:

ACH	Kevin Kearney (Jan 2022)	Salary: City Manager <i>Acct. 101-12-5010</i>	\$10,560.00	
		Withholdings <i>Acct. 101-00-2011</i>	<u>(2,279.65)</u>	\$8,280.35
ACH	Claudia Saldana (Jan 2022)	Salary: City Clerk <i>Acct. 101-13-5010</i>	\$5,583.33	
		Withholdings <i>Acct. 101-00-2011</i>	<u>(1,442.40)</u>	\$4,140.93
ACH	Sophia Musa (Jan 2022)	Salary: Management Analyst <i>Acct. 101-16-5010</i>	\$4,633.75	
		Withholdings <i>Acct. 101-00-2011</i>	(859.91)	
		PERS Employee Share <i>Acct. 101-16-5100</i>	<u>(312.78)</u>	\$3,461.06
Total January Payroll				<u>\$15,882.34</u>

ELECTRONIC FUND TRANSFER (EFT) PAYMENTS FOR JANUARY 2022:

EFT	Aetna (Jan 2022)	<u>Health Insurance for Jan 2022:</u>		
		City Manager	\$1,731.46	
		Retroactivity Charges <i>Acct. 101-12-5100</i>	581.00	
		City Clerk <i>Acct. 101-13-5100</i>	\$929.38	
		Management Analyst Retroactivity Charges <i>Acct. 101-16-5100</i>	\$747.00 <u>\$373.50</u>	\$4,362.34
EFT	EDD (Jan 2022)	State Tax Withholdings	\$791.38	
		SDI <i>Acct. 101-00-2011</i>	<u>\$228.55</u>	\$1,019.93

EFT	Dept. of Treasury Internal Revenue Service (Jan 2022)	Federal Tax Withholdings Social Security Medicare (Employee's portion of Social Security and Medicare is matched by the City) <i>Acct. 101-00-2011</i>	\$1,972.58 \$2,576.36 <u>\$602.54</u>	\$5,151.48
EFT	California PERS (Jan 2022)	City Manager <i>Acct. 101-12-5100</i> City Clerk <i>Acct. 101-13-5100</i> Management Analyst <i>Acct. 101-16-5100</i>	\$1,643.31 \$864.46 <u>\$664.48</u>	\$3,172.25
EFT	California PERS (Jan 2022)	Unfunded Accrued Liability UAL Payment (Classic) UAL Payment (PEPRA) <i>Acct. 101-16-6240</i>	\$783.75 <u>\$16.08</u>	\$799.83
EFT	California PERS (Jan 2022)	Replacement Benefit Contribution <i>Acct. 101-16-6241</i>		\$2,517.96

MAYOR – CITY OF BRADBURY

ATTEST:

CITY CLERK – CITY OF BRADBURY

"I, Claudia Saldana, City Clerk, hereby certify that the foregoing Resolution, being Resolution No. 22-01, was duly adopted by the City Council of the City of Bradbury, California, at a regular meeting held on the 18th day January, 2022 by the following roll call vote:"

AYES:
NOES:
ABSENT:

CITY CLERK – CITY OF BRADBURY



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

INVOICE DETAIL

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

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

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$184.88	12/01/21	01/15/22	2975088041
PO:		Store: 100088887, WESTBORO, MA	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
LOGITECH MX ERGO PLUS ADV	2764655	1.0000 EA	\$99.99	\$99.99
PENTEL ENERGEL RTX LIQUID	2069830	1.0000 EA	\$8.99	\$8.99
PENTEL ENERGEL RTX RETRAC	639712	1.0000 EA	\$34.49	\$34.49
SHARPIE POCKET STICK HIGH	578179	1.0000 EA	\$4.79	\$4.79
STAPLES ONETOUCH DESKTOP	1798852	1.0000 EA	\$13.79	\$13.79
COASTWIDE PROFESSIONAL PL	266429	1.0000 EA	\$8.79	\$8.79
COUPONDISCOUNT	558099	1.0000 ST	-\$2.00	-\$2.00

Purchased by: CLAUDIA SALDANA
Order #: 9906164449

SUBTOTAL	\$168.84
TAX	\$16.04
TOTAL	\$184.88

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

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

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$21.98	12/01/21	01/15/22	2975088441
PO:		Store: 100088887, WESTBORO, MA	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
2022 TRU RED 17 X 22 DESK	24471073	1.0000 EA	\$7.99	\$7.99
2022 ATAGLANCE 6 X 35 DAI	24471976	1.0000 EA	\$7.79	\$7.79
STAPLES PREMIUM PRONG FAS	1798842	1.0000 EA	\$7.29	\$7.29
COUPONDISCOUNT	558100	1.0000 ST	-\$3.00	-\$3.00

Purchased by: CLAUDIA SALDANA
Order #: 9906165554

SUBTOTAL	\$20.07
TAX	\$1.91
TOTAL	\$21.98

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

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

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$32.84	12/15/21	01/15/22	2985130671
PO:		Store: 100088887, WESTBORO, MA	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
TRU RED 85 X 11 COPY PAPE	24472187	1.0000 EA	\$43.19	\$43.19
COUPONDISCOUNT	558100	1.0000 ST	-\$13.20	-\$13.20

Purchased by: CLAUDIA SALDANA
Order #: 9838373251

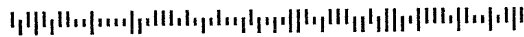
SUBTOTAL	\$29.99
TAX	\$2.85
TOTAL	\$32.84

see Check # 16762





P.O. BOX 6343
FARGO ND 58125-6343



000000453 01 SP 0.530 106481435675711 P

CITY OF BRADBURY
ATTN CLAUDIA SALDANA
600 WINSTON AVE.
BRADBURY CA 91008-1123

ACCOUNT NUMBER 4246 0445 5575 6224
STATEMENT DATE 12-22-2021
AMOUNT DUE \$2,164.75
NEW BALANCE \$2,164.75
PAYMENT DUE ON RECEIPT

AMOUNT ENCLOSED

\$ 1,835.44

Please make check payable to "U.S. Bank"

U.S. BANK CORPORATE PAYMENT SYS
P.O. BOX 790428
ST. LOUIS, MO 63179-0428

see CK # 16778

4246044555756224 000216475 000216475

Please tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY									
CITY OF BRADBURY 4246 0445 5575 6224	Previous Balance	Purchases And Other + Charges	+ Cash Advances +	Cash Advance Fees +	Late Payment Charges	- Credits	- Payments	New = Balance	
Company Total	\$2,905.05	\$1,835.44	\$0.00	\$0.00	\$0.00	\$373.80	\$2,201.94	\$2,164.75	

CORPORATE ACCOUNT ACTIVITY				
CITY OF BRADBURY 4246-0445-5575-6224			TOTAL CORPORATE ACTIVITY \$2,201.94 CR	
Post Date	Tran Date	Reference Number	Transaction Description	Amount
11-29	11-26	74798261333000000000072	PAYMENT - THANK YOU 00000 C	2,201.94 PY

NEW ACTIVITY				
KEVIN KEARNEY 4246-0446-0277-2711		CREDITS \$373.80	PURCHASES \$1,448.26	CASH ADV \$0.00
		TOTAL ACTIVITY \$1,074.46		
Post Date	Tran Date	Reference Number	Transaction Description	Amount
11-23	11-22	24692161326100322370907	NNA SERVICES LLC 800-876-6827 CA	458.80
11-24	11-23	74204291327005282220135	BELLACOR.COM, INC MINNEAPOLIS MN	373.80 CR
11-24	11-23	24137461328600206413736	USPS.COM POSTAL STORE 800-782-6724 MO	62.00
11-24	11-23	24906411327134900223048	BVD*BEENVERIFIED.COM 855-9046471 NY	4.95
12-08	12-07	24003411341900017024923	COUGAR MOUNTAIN SOFTWARE 208-3754455 ID	750.00

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER 4246-0445-5575-6224		ACCOUNT SUMMARY	
	STATEMENT DATE 12/22/21		PREVIOUS BALANCE 2,905.05	
			PURCHASES & OTHER CHARGES 1,835.44	
			CASH ADVANCES .00	
SEND BILLING INQUIRIES TO: U.S. Bank National Association C/O U.S. Bancorp Purchasing Card Program P.O. Box 6335 Fargo, ND 58125-6335	AMOUNT DUE 2,164.75		CASH ADVANCE FEES .00	
			LATE PAYMENT CHARGES .00	
			CREDITS 373.80	
			PAYMENTS 2,201.94	
			ACCOUNT BALANCE 2,164.75	



Company Name: CITY OF BRADBURY
Corporate Account Number: 4246 0445 5575 6224
Statement Date: 12-22-2021

see CR # 16778

NEW ACTIVITY					
Post Date	Tran Date	Reference Number	Transaction Description		Amount
12-13	12-11	24692161345100372122379	AMZN MKTP US*MZ5473Q63 AMZN.COM/BILL WA		130.85
12-21	12-20	24137461354300669125417	TST* CAFFE ROMA BEVERLY HILLS CA		41.66
SOPHIA MUSA			CREDITS	PURCHASES	CASH ADV
4246-0446-5320-2600			\$0.00	\$288.71	\$0.00
					TOTAL ACTIVITY
					\$288.71
Post Date	Tran Date	Reference Number	Transaction Description		Amount
12-06	12-03	24692161337100534066613	DROPBOX*HSR6BRZGZVP6 DROPBOX.COM CA		119.88
12-15	12-14	24453511348017028846668	BROADVOICE 888-325-5875 CA		168.83
CLAUDIA A SALDANA			CREDITS	PURCHASES	CASH ADV
4246-0470-0126-4883			\$0.00	\$98.47	\$0.00
					TOTAL ACTIVITY
					\$98.47
Post Date	Tran Date	Reference Number	Transaction Description		Amount
11-24	11-23	24137461328001414819295	USPS PO 0522740820 DUARTE CA		78.40
12-13	12-10	24137461344300679905462	BIG LOTS STORES - #4170 DUARTE CA		6.62
12-13	12-10	24445001345000880597385	DOLLAR TREE DUARTE CA		1.38
12-16	12-15	24137461349300684108586	BIG LOTS STORES - #4170 DUARTE CA		12.07

Department: 00000 Total:
Division: 00000 Total:

\$1,461.64
\$1,461.64

+ 373.80
\$1,835.44

\$ 373.80 was deducted
from previous bill.

CS

City of Bradbury **Monthly Investment Report for the month of December 2021**

CASH ON DEPOSIT BY ACCOUNT

Bank Accounts:

Wells Fargo Bank - General Checking

Amount	Maturity	Interest Rate
\$ 1,150,750.56	n/a	0%

Investments:

Local Agency Investment Fund (LAIF)

\$ 3,360,822.18	n/a	0.21%
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Ally Bank CD

\$ 247,000.00	9/26/2022	1.95%
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Texas Exchange Bank Crowley CD

\$ 249,000.00	7/9/2024	0.50%
\$ 248,000.00	12/10/2024	0.90%

Total

\$ 5,255,572.74

CASH & INVESTMENTS ON DEPOSIT BY FUND

Funds

General Fund (101)

\$3,790,661.50

Utility Users Tax Fund (102)

\$594,983.07

Deposits Fund (103)

\$60,797.41

Long Term Planning Fee Fund (112)

\$3,376.64

Technology Fee Fund (113)

\$25,239.22

Gas Tax Fund (200)

\$7,948.97

SB 1 Gas Tax Fund (201)

\$48,265.94

Prop A Fund (203)

\$14,482.92

Prop C Fund (204)

\$10,682.73

TDA Fund (205)

\$2,919.58

Sewer Fund (206)

\$603.53

STPL Fund (208)

\$1,050.58

Recycling Grant Fund (209)

\$6,292.02

Measure R Fund (210)

\$74,518.70

Measure M Fund (212)

\$51,160.82

Measure W Fund (213)

(\$0.23)

COPS Fund (215)

\$426,469.56

County Park Grant Fund (217)

\$9,212.85

CWPP Grant Fund (219)

(\$1,820.00)

Total

\$ 5,255,572.74

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

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

Submitted By:



Reviewed By:

Kevin Kearney
City Manager

Laure Stiver
City Treasurer

Revenues

Acct. Number	Account Description	2020-21 YTD @ 6/30/21		2021-22 Budget	2021-22 YTD @ 12/31/2021	
Property Taxes						
General Fund:						
101-00-4000	Operating Transfers In	44,815	#DIV/0!	665,476	667,520	100%
101-00-4010	Property Tax-Current Secured	472,351	110%	481,798	189,742	39%
101-00-4030	Property Tax-Current Unsecured	20,542	147%	18,000	12,270	68%
101-00-4050	Property Tax Prior Year	-	#DIV/0!	-		#DIV/0!
101-00-4060	Public Safety Augmentation F	11,191	112%	11,000	5,394	49%
101-00-4070	Delinquent Taxes	10,080	168%	8,000	5,925	74%
101-00-4100	Sales & Use Tax	6,308	526%	3,000	1,219	41%
101-00-4110	Franchise Fee-Cable TV	23,316	90%	27,000	9,109	34%
101-00-4111	PEG Fees	-	#DIV/0!		1,822	#DIV/0!
101-00-4120	Franchise Fee-SC Edison	19,077	95%	19,500		0%
101-00-4130	Franchise Fee-SC Refuse	38,562	101%	39,500	10,240	26%
101-00-4140	Franchise Fee-SC Gas Co.	3,503	117%	3,550		0%
101-00-4150	Franchise Fee-Cal Am Water	47,376	118%	47,500		0%
101-00-4160	AB939 Refuse Admin. Fee	19,634	109%	20,000		0%
101-00-4190	Real Property Transfer Tax	29,088	145%	22,500	11,624	52%
101-00-4200	Motor Vehicle In-Lieu	144,160	103%	145,000		0%
101-00-4210	Dist & Bail Forfeiture	645	32%	1,200	69	6%
101-00-4220	Fines-City	4,901	490%	2,500	1,163	47%
101-00-4340	BL Website Link		#DIV/0!			#DIV/0!
101-00-4350	Business License	32,094	80%	40,000	12,228	31%
101-00-4360	Movie & TV Permits	34,060	#DIV/0!	-	48,890	#DIV/0!
101-00-4370	Bedroom License Fee	6,180	62%	10,000	1,030	10%
101-00-4410	Variances & CUPs	1,635	109%	1,635		0%
101-00-4420	Lot Line Adjustment/Zone Changes	14,578	#DIV/0!	-		#DIV/0!
101-00-4440	Subdivisions/Lot Splits	4,844	#DIV/0!	-		#DIV/0!
101-00-4460	Planning Dept. Review	73,539	105%	65,000	6,339	10%
101-00-4470	Building Construction Permit	103,845	122%	100,000	32,400	32%
101-00-4480	Building Plan Check Fees	51,245	57%	100,000	43,106	43%
101-00-4485	Landscape Plan Check Permit	9,913	283%	9,000	5,501	61%
101-00-4490	Green Code Compliance	7,989	123%	10,000	5,491	55%
101-00-4500	Civic Center Rental Fee	900	100%	900	-	0%
101-00-4530	Environmental & Other Fees	3,240	249%	2,500	-	0%
101-00-4540	City Engineering Plan Check	98,084	196%	100,000	39,787	40%
101-00-4600	Interest Income	6,523	13%	50,000	11,853	24%
101-00-4700	Sales of Maps & Publications	15	8%	100		0%
101-00-4800	Other Revenue		#DIV/0!	-	82	#DIV/0!
101-00-4850	Cal-Am Loan Repayment	4,820	100%	4,820		0%
101-00-4900	Reimbursements	49,766	9953%	2,000	12,649	632%
101-00-4920	Sale of Prop. A Funds	48,000	#DIV/0!	-	-	#DIV/0!
101-23-4950	Vacant Property Registry Fee		0%	100		0%
101-24-4610	Donations	-	#DIV/0!	500		0%
Total General Fund Revenues		1,446,819	122%	2,012,079	1,135,453	56%
Utility Users Tax Fund:						
102-00-4600	Interest	6,322	63%	5,000	3,458	69%
102-00-4830	Electric	2	#DIV/0!	-		#DIV/0!
		6,324		5,000	3,458	69%
Deposits Fund:						
103-00-2039	Chadwick Ranch Development	78,209	32%	75,000	101,225	135%
		78,209	32%	75,000	101,225	135%
Long Term Planning Fee Fund:						
112-00-4490	Long-Term Planning Fee	2,724	91%	4,000	1,823	46%
112-00-4600	LTP Fee Interest Income	66	22%	150	18	12%
		2,790		4,150	1,841	44%

Revenues

Acct. Number	Account Description	2020-21 YTD @ 6/30/21		2021-22 Budget	2021-22 YTD @ 12/31/2021	
Technology Fee Fund:						
113-00-4520	Technology Fee	10,182	145%	11,000	3,347	30%
113-00-4600	Technology Fee Interest Income	364	46%	500	159	32%
		10,546	135%	11,500	3,506	30%
Gas Tax Fund:						
200-00-4200	TCRA Funds		0%	-		#DIV/0!
200-00-4600	Interest	136	#DIV/0!	200	70	35%
200-48-4260	Gas Tax	28,435	126%	35,000	13,953	40%
		28,571	121%	35,200	14,023	40%
SB1 Gas Tax Fund:						
201-00-4000	Transfers In					
201-00-4260	Gas Tax	19,369	143%	30,000	5,485	18%
201-00-4600	Gas Tax Interest	412	#DIV/0!	300	258	86%
		19,781	147%	30,300	5,743	19%
Prop. A Fund:						
203-40-4260	Prop. A Transit Funds	21,669	86%	25,000	13,038	52%
203-40-4600	Prop. A Transit Interest	444	148%	200	52	26%
		22,113	87%	25,200	13,090	52%
Prop. C Fund:						
204-48-4260	Prop. C Funds	17,974	86%	23,000	10,814	47%
204-48-4600	Prop. C Interest	171	#DIV/0!	450	121	27%
		18,145	87%	23,450	10,935	47%
Transportation Development Act Fund:						
205-48-4260	TDA Funds	9,014	180%	5,000	2,502	50%
205-48-4600	TDA Interest	10	#DIV/0!	-	12	#DIV/0!
		9,024	180%	5,000	2,514	50%
Sewer Fund:						
206-00-4000	Transfers In	240,000	100%	-		#DIV/0!
206-50-4600	Sewer Fund Interest	6,319	57%	-	2,640	#DIV/0!
206-50-4606	Winston Ave. Assessment	67,433	#DIV/0!			#DIV/0!
		313,752		-	2,640	#DIV/0!
STPL Fund:						
208-00-4260	STPL Funds					
208-00-4600	STPL Interest	10	#DIV/0!	10	6	60%
		10	#DIV/0!	10	6	60%
Recycling Grant Fund:						
209-00-4260	Recycling Grant Funds	-	0%	5,000		0%
209-00-4600	Recycling Grant Interest	99	198%	100	36	36%
		99	2%	5,100	36	1%
Measure R Fund:						
210-48-4260	Measure R Funds	13,499	87%	18,000	8,112	45%
210-00-4600	Measure R Interest	561	70%	300	409	136%
		14,060	86%	18,300	8,521	47%
Measure M Fund						
212-48-4260	Measure M Funds	15,295	96%	16,500	9,172	56%
212-00-4600	Measure M Interest	335	112%	400	272	68%
		15,630	96%	16,900	9,444	56%

Revenues

Acct. Number	Account Description	2020-21 YTD @ 6/30/21		2021-22 Budget	2021-22 YTD @ 12/31/2021	
Measure W Fund						
213-48-4260	Measure W Funds	50,506	84%	50,500		0%
213-48-4600	Measure W Interest	-	#DIV/0!	-		#DIV/0!
		50,506	84%	50,500	-	0%
Citizen's Option for Public Safety (COPS) Fund:						
215-23-4260	COPs Funds	100,000	100%	100,000	134,292	134%
215-00-4600	COPs Interest	2,200	73%	2,500	1,965	79%
		102,200	99%	102,500	136,257	133%
County Park Grant:						
217-00-4210	County Park Grant	324				
217-00-4600	Grant Fund Interest Income	539	539%	500	53	11%
		863	863%	500	53	11%
Fire Safe Grant:						
219-00-4260	Community Wildfire Protection Plan	20,148	45%	24,994		0%
219-00-4600	Fire Safe Grant Interest Income	50	33%	75		0%
		20,198	45%	25,069	-	0%
Covid-19 Fund:						
220-00-4215	COVID 19 Revenues	177,983	#DIV/0!	100,000		0%
220-00-4600	Interest Income	38	#DIV/0!	-	744	#DIV/0!
		178,021	#DIV/0!	100,000	744	1%
Total Revenues		2,337,661	115%	2,545,758	1,449,489	57%

Expenditures

Account Description		2020-21		2021-22	2021-22	
		YTD @ 6/30/21		Budget	YTD @ 12/31/2021	
General Fund:						
101-00-5000	Transfers Out	240,000	100%	-	-	#DIV/0!
City Council Division:						
101-11-6100	Events and awards	-	#DIV/0!	6,500		0%
101-11-6110	City Newsletter	245	82%	-		#DIV/0!
101-11-6500	Community Support (homelessness)	3,000	75%	3,000		0%
		3,245	75%	9,500	-	0%
City Manager Division:						
101-12-5010	Salaries	124,080	103%	126,720	63,513	50%
101-12-5100	Benefits	48,927	99%	50,747	24,983	49%
101-12-6020	Meetings & Conferences	295	8%	5,000	1,648	33%
101-12-6025	Expense Account	760	61%	1,500	107	7%
101-12-6050	Mileage	418	42%	1,000	244	24%
101-12-6440	Cell Phone	825	83%	1,000	620	62%
		175,305	99%	185,967	91,115	49%
City Clerk Division:						
101-13-5010	Salaries	63,512	103%	67,000	33,500	50%
101-13-5100	Benefits	26,424	101%	30,000	13,944	46%
101-13-6020	Meetings & Conferences		#DIV/0!	-		#DIV/0!
101-13-6050	Mileage	55	48%	100		0%
101-13-6210	Special Department Supplies	-	0%	275	23	8%
101-13-6220	Election Supplies	-	0%	500		0%
101-13-6225	Codification	2,197	44%	3,000	1,954	65%
101-13-7000	Contract Election Services	-	#DIV/0!	15,000		0%
		92,188	99%	115,875	49,421	43%
Finance Division:						
101-14-5010	Salaries	14,895	106%	15,789	3,433	22%
101-14-5100	Benefits	1,304	96%	1,355	512	38%
101-14-6210	Special Department Supplies	794	1588%	400	400	100%
101-14-6230	Contracted Computer Services	1,231	123%	1,000		0%
101-14-7010	Contracted Banking Services	5,735	127%	4,500	2,480	55%
101-14-7020	Contracted Audit Services	17,000	92%	19,000		0%
101-14-7040	GASB Reports	700	97%	700	700	100%
		41,659	104%	42,744	7,525	18%
City Attorney Division:						
101-15-7020	City Attorney Retainer	31,800	100%	31,800	13,250	42%
101-15-7070	City Attorney Special Service	24,260	970%	3,000	4,160	139%
101-15-7075	Development Code Update	2,150	#DIV/0!		1,675	#DIV/0!
101-15-7080	Seminars & Training	750	68%	-	-	#DIV/0!
101-15-6125	City Attorney-Planning		#DIV/0!	3,000	-	0%
101-15-7450	City Attorney-Code Enforcement		#DIV/0!	2,000		0%
		58,960	167%	39,800	19,085	48%
General Government Division:						
101-16-5010	Salaries	49,334	102%	55,605	27,803	50%
101-16-5100	Benefits	8,736	56%	14,286	7,108	50%
101-16-6010	Seminars & Training		0%	1,000		0%
101-16-6020	Meetings & Conferences	225	113%	200	678	339%
101-16-6040	Transportation & Lodging		0%	500		0%
101-16-6050	Mileage	149	50%	300	242	81%
101-16-6120	Postage	201	29%	700	113	16%
101-16-6200	Office Supplies	3,329	333%	3,000	307	10%
101-16-6210	Special Departmental Supplies		#DIV/0!		997	#DIV/0!
101-16-6230	Computer & Website Services	4,475	45%	10,000	1,416	14%

Expenditures

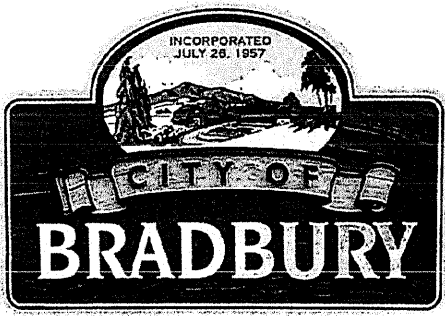
Account Description		2020-21 YTD @ 6/30/21		2021-22 Budget	2021-22 YTD @ 12/31/2021	
101-16-6240	PERS UAL Payment	6,291	140%	6,291	4,799	76%
101-16-6241	PERS Replacement Benefit Contribution	2,566	103%	2,600		0%
101-16-6242	PERS SSA 218 Annual Fee	200	100%	200		0%
101-16-6250	Copier & Duplications		0%		-	#DIV/0!
101-16-6300	Insurance	36,352	104%	39,187	36,652	94%
101-16-6400	Utilities	7,029	220%	7,380	3,670	50%
101-16-6440	Telephone	2,143	93%	2,100	512	24%
101-16-6450	Building Operations	1,153	96%	1,200	214	18%
101-16-6460	Building & Cleaning Service	4,840	151%	4,500	2,520	56%
101-16-6470	Maintenance & Supplies	4,387	877%	500	490	98%
101-16-7435	Redistricting		#DIV/0!	15,000	27,000	180%
101-16-6415	Street Signs	-	#DIV/0!	6,000		0%
		131,410	100%	170,550	114,520	67%
Engineering Division:						
101-19-7230	Contracted Engineering Services	74,148	99%	80,000	26,355	33%
		74,148	99%	80,000	26,355	33%
Planning, Zoning & Development Division:						
101-20-6020	Meetings & Conferences					
101-20-6120	Postage	317	63%	500	35	7%
101-20-6210	Special Department Supplies	1,935	387%	500	115	23%
101-20-6240	Environmental Filing Fees		0%	500		0%
101-20-7210	City Planner Retainer	46,800	100%	46,800	13,900	30%
101-20-7220	Contracted Building & Safety	80,941	90%	120,000	37,596	31%
101-20-7240	City Planner Special Service	22,275	149%	15,000	-	0%
101-20-7245	General Plan update	14,966	11%		-	#DIV/0!
101-20-7075	Development Code Update	-	#DIV/0!	2,000		0%
		167,234	58%	185,300	51,646	28%
Parks & Landscape Maintenance Division:						
101-21-7015	Royal Oaks Trail Maintenance	7,039	70%	10,000	5,222	52%
101-21-7020	City Hall Grounds Maintenance	4,443	63%	7,000	6,781	97%
101-21-7025	Trail Maintenance	12,124	121%	10,000	(2,600)	-26%
101-21-7035	Mt.Olive Entrance & Trail	10,345	86%	12,000	8,936	74%
101-21-7045	Lemon/RO Horse Trail	3,430	49%	7,000	671	10%
101-21-7060	Street Tree Trimming	560	#DIV/0!	15,000	250	2%
		37,941	82%	61,000	19,260	32%
Public Safety Division:						
101-23-6210	Special Departmental Services	11	#DIV/0!		36	#DIV/0!
101-23-7410	Contract Services Sheriff	125,120	100%	126,940	52,892	42%
101-23-7420	City Hall Security	3,537	118%	3,000	2,315	77%
101-23-7450	Code Enforcement	19,615	163%	12,000	305	3%
101-23-7757	AED Purchase		#DIV/0!			#DIV/0!
		148,283	106%	141,940	55,548	39%
Emergency Preparedness Division:						
101-24-6010	Seminars & Training	185	185%	110	61	55%
101-24-6020	Meetings & Conferences	495	495%	500		0%
101-24-6030	Memberships & Dues	360	96%	400	360	90%
101-24-6100	Events & Awards		0%	200		0%
101-24-6470	Maintenance & Supplies	4,532	82%	5,500	217	4%
101-24-6480	Civic Center Generator	944	94%	1,000	291	29%
101-24-7245	Hazard Mitigation Plan		#DIV/0!	-		#DIV/0!
		6,516	90%	7,710	929	12%

Expenditures

Account Description		2020-21 YTD @ 6/30/21		2021-22 Budget	2021-22 YTD @ 12/31/2021	
Animal & Pest Control Division:						
101-25-7000	Animal Control Services	5,817	45%	11,450	4,771	42%
101-25-7010	Pest Control Services		0%	500		0%
		5,817	44%	11,950	4,771	40%
Intergovernmental Relations Division:						
101-30-6030	Memberships & Dues	10,463	100%	10,500	9,717	93%
General Fund Totals		1,193,169	92%	1,062,836	449,892	42%
Utility Users Tax Fund:						
102-15-7075	Development Code Update	-				
102-42-7630	NPDES Stormwater Compliance	91,186	124%	90,000	10,148	11%
		91,186		90,000	10,148	11%
Deposits Fund:						
103-00-2039	Chadwick Ranch Development	85,568	52%	75,000	28,657	38%
		85,568		75,000	28,657	38%
Long Term Planning Fee Fund:						
112-20-7245	General Plan Expense	19,270	96%	2,000	-	0%
Technology Fee Fund:						
113-20-4500	Permit Digitizing	865	#DIV/0!			#DIV/0!
113-20-7730	Website	10,200	510%	3,000	-	0%
113-20-8120	Capital Equipment-Server & Copier	10,222	102%	10,000	7,705	77%
		21,287	152%	13,000	7,705	59%
Gas Tax Fund:						
200-48-6400	Utilities-Select System	12,878	143%	11,000	6,120	56%
200-48-6410	Street Lights	10,506	131%	10,000	4,729	47%
200-48-7000	PW Contract Services	-	0%	1,000	417	42%
200-48-7290	Street Sweeping	3,131	78%	4,000	1,566	39%
200-48-7750	Wild Rose Project	2,250	45%	25,097	7,591	30%
		28,765	107%	51,097	20,423	40%
SB1 Gas Tax Fund:						
201-48-7745	Royal Oaks North Curb Extension					
201-48-7750	Wild Rose Project			81,615		0%
201-48-7755	City Wide Slurry Seal				1,038	#DIV/0!
				81,615	1,038	1%
Prop. A Fund:						
203-00-7600	Sale of Prop. A Funds	60,000	100%			
		60,000	100%	-	-	#DIV/0!
Prop. C Fund:						
204-20-6030	Memberships & Dues	378	42%	900	353	39%
204-40-7325	Transit Services	8,448	94%	9,000	4,224	47%
204-48-7750	Wild Rose Project		#DIV/0!	36,570	15,348	
		8,826	89%	46,470	19,925	43%
Transportation Development Act Fund:						
205-48-7045	RO Trail		#DIV/0!		2,600	#DIV/0!
205-48-7720	Lemon/RO Horse Trail Project					#DIV/0!
205-48-7735	Royal Oaks & Mt. Olive Trail Rehab.	4,014	80%	5,000		0%
205-00-7760	Return of Funds					
		4,014	80%	5,000	2,600	#DIV/0!

Expenditures

Account Description		2020-21 YTD @ 6/30/21		2021-22 Budget	2021-22 YTD @ 12/31/2021	
Sewer Fund:						
	Transfer Out to GF			665,476		0%
206-50-7601	Mt. Olive Lane Sewer Project	253,946	38%			#DIV/0!
206-50-7602	DUSD Message Board	35,160	88%			#DIV/0!
206-50-7606	Winston Ave Project	51,750	129%			#DIV/0!
		340,856	45%	665,476	-	0%
STPL Fund:						
208-48-6555	Citywide Slurry Seal					
208-48-7750	Wild Rose Project			1,055		0%
				1,055	-	0%
Recycling Grant Fund:						
209-35-7300	Recycling Education	7,200	144%	5,000	-	0%
Measure R Fund:						
210-48-7750	Wild Rose Project			88,739		0%
210-48-7755	City Wide Slurry Seal					
210-00-7760	Return of Funds					
				88,739	-	0%
Measure M Fund						
212-48-7750	Wild Rose Project			58,470		0%
212-48-7755	Citywide Slurry Seal					
212-48-7756	Bridge Repair					
				58,470	-	0%
Measure W Fund						
213-42-7630	NPDES Stormwater Compliance	50,506	84%	50,500	-	0%
Citizen's Option for Public Safety (COPS) Fund:						
215-23-7410	Contract Services Sheriff	-	0%	50,000		0%
215-23-7411	Contract CSO Services & Supplies	70,053	131%	56,500	116	0%
		70,053	68%	106,500	116	0%
County Park Grant:						
217-21-7650	Civic Center Park		0%	1,000	-	0%
Fire Safe Grant 14-USFS-SFA-0053:						
219-21-7761	Community Wildfire Protection Plan	32,901	66%	30,934	1,820	#DIV/0!
					1,820	6%
Covid-19 Fund:						
220-00-5000	Operating Transfers Out	44,815	#DIV/0!	-		#DIV/0!
220-00-6215	COVID 19 Expenses	5,223	#DIV/0!	100,000		0%
		50,038	#DIV/0!	100,000	-	0%
Total Expenditures		2,063,640	78%	2,534,692	542,324	21%



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

City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Claudia Saldana, City Clerk

DATE: January 18, 2022

SUBJECT: **Resolutions for General Municipal Election to be held on Tuesday, June 7, 2022**

ATTACHMENTS: 1. Resolution No. 22-02
2. Resolution No. 22-03
3. Resolution No. 22-04

SUMMARY

The City of Bradbury is calling for the Holding of its General Municipal Election on June 7, 2022 to elect the following:

- One (1) Member of the City Council (District 3) for the full term of four (4) years
- One (1) Member of the City Council (District 5) for the full term of four (4) years

The ***nomination period*** (first and last day for candidates to file nomination documents with the City Clerk) is from ***February 14 to March 11, 2022***.

Similar to previous years, the City's February newsletter will notify residents about the upcoming nominations period.

ANALYSIS

In August 2017 the City Council adopted Ordinance No. 348 consolidating its General Municipal Elections with Statewide June Primary Elections pursuant to Senate Bill 415 beginning in 2018.

FINANCIAL REVIEW

The City Council budgeted \$15,000 for Contract Election Services with the County of Los Angeles for Fiscal Year 2021-2022.

STAFF RECOMMENDATION

It is recommended that the City Council adopt:

- Resolution No. 22-02: Calling for its General Municipal Election to be held on Tuesday, June 7, 2022;
- Resolution No. 22-03: Requesting the Board of Supervisors of the County of Los Angeles to Consolidate a General Municipal Election to be held on June 7, 2022, with the Statewide Primary Election;
- Resolution No. 22-04: Adopting Regulations for Candidates for Elective Office Pertaining to Candidate Statements Submitted to the Voters at an Election to be held on Tuesday, June 7, 2022

RESOLUTION NO. 22-02

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY,
CALIFORNIA, CALLING FOR THE HOLDING OF
A GENERAL MUNICIPAL ELECTION TO BE HELD ON
TUESDAY, JUNE 7, 2022, FOR THE ELECTION OF CERTAIN OFFICERS
AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE
STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES**

WHEREAS, under the provisions of the laws relating to general law cities in the State of California, a General Municipal Election shall be held on Tuesday, June 7, 2022, for the election of Municipal Officers; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That pursuant to the requirements of the laws of the State of California relating to General Law Cities, there is called and ordered to be held in the City of Bradbury, California, on Tuesday, June 7, 2022, a General Municipal Election for the purpose of electing:

- one (1) Member of the City Council (District 3) for the full term of four (4) years
- one (1) Member of the City Council (District 5) for the full term of four (4) years

SECTION 2. That the ballots to be used at the election shall be in form and content as required by law.

SECTION 3. That the City Clerk is authorized, instructed and directed to coordinate with the County of Los Angeles Registrar-Recorder/County Clerk to procure and furnish any and all official ballots, notices, printed matter and all supplies equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

SECTION 4. That the Voting Centers shall be open as required during the identified period pursuant Sections 4007 and 14401 of the Elections Code of the State of California.

SECTION 5. That in all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections.

SECTION 6. That notice of the time and place of holding the election is given and the City Clerk is authorized, instructed and directed to give further or additional notice of the election, in time, form and manner as required by law.

SECTION 7. That in the event of a tie vote (if any two or more persons receive an equal and the highest number of votes for an office) as certified by the County of Los Angeles Registrar-Recorder/County Clerk, the City Council, in accordance with Election Code Section 15652(a), shall set a date and time and place and summon the candidates who have received the tie votes to appear and will determine the tie by lot or, in accordance with Election Code Section 15651(b), shall conduct a special runoff election to resolve the tie vote and such special runoff election is to held on a Tuesday not less than 40 days nor more than 125 days after the administrative or judicial certification of the election which resulted in a tie vote.

SECTION 8. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

SECTION 9. That the City Council authorizes the City Clerk to administer said election and all reasonable and actual election expenses shall be paid the City upon presentation of a properly submitted bill.

PASSED, APPROVED AND ADOPTED on January 18, 2022.

MAYOR - CITY OF BRADBURY

ATTEST:

CITY CLERK - CITY OF BRADBURY

"I, Claudia Saldana, City Clerk, hereby certify that Resolution No. 22-XX was duly adopted by the Bradbury City Council at a regular meeting held on January 18, 2022, by the following roll call vote:"

AYES:

NOES:

ABSENT:

ABSTAIN:

CITY CLERK - CITY OF BRADBURY

RESOLUTION NO. 22-03

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY,
CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES TO CONSOLIDATE
A GENERAL MUNICIPAL ELECTION TO BE HELD ON
TUESDAY, JUNE 7, 2022, WITH THE STATEWIDE PRIMARY ELECTION
TO BE HELD ON THE DATE PURSUANT TO § 10403 OF THE ELECTIONS CODE**

WHEREAS, the City Council of the City of Bradbury called a Municipal Election to be held on June 7 2022, for the purpose of the election of one (1) Member of the City Council (District 3), and one (1) Member of the City Council (District 5) for the full term of four (4) years;

WHEREAS, it is desirable that the General Municipal Election be consolidated with the Presidential Primary Election to be held on the same date and that within the city the precincts, polling places and election officers of the two elections be the same, and that the County Election Department of the County of Los Angeles canvass the returns of the General Municipal Election and that the election be held in all respects as if there were only one election;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That pursuant to the requirements of § 10403 of the Elections Code, the Board of Supervisors of the County of Los Angeles is hereby requested to consent and agree to the consolidation of a General Municipal Election with the Statewide Primary Election on Tuesday, June 7, 2022, for the purpose of the election of one (1) Member of the City Council (District 3), and one (1) Member of the City Council (District 5) for the full term of four (4) years;

SECTION 2. That the County Election Department is authorized to canvass the returns of the General Municipal Election. The election shall be held in all respects as if there were only one election, and only one form of ballot shall be used. The election will be held and conducted in accordance with the provisions of law regulating the statewide election.

SECTION 3. That the Board of Supervisors is requested to issue instructions to the County Election Department to take any and all steps necessary for the holding of the consolidated election.

SECTION 4. That the City of Bradbury recognizes that additional costs will be incurred by the County by reason of this consolidation and agrees to reimburse the County for any costs.

SECTION 5. That the City Clerk is hereby directed to file a certified copy of this resolution with the Board of Supervisors and the County Election Department of the County of Los Angeles.

SECTION 6. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED AND ADOPTED on January 18, 2022.

MAYOR - CITY OF BRADBURY

ATTEST:

CITY CLERK - CITY OF BRADBURY

"I, Claudia Saldana, City Clerk, hereby certify that Resolution No. 22-XX was duly adopted by the Bradbury City Council at a regular meeting held on January 18, 2022 by the following roll call vote:"

AYES:

NOES:

ABSENT:

ABSTAIN:

CITY CLERK - CITY OF BRADBURY

RESOLUTION NO. 22-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATES STATEMENTS SUBMITTED TO THE VOTERS AT AN ELECTION TO BE HELD ON TUESDAY, JUNE 7, 2022

WHEREAS, §13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidate's statement.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. GENERAL PROVISIONS.

That pursuant to §13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at an Election to be held in the City of Bradbury on Tuesday, June 7, 2022, may prepare a candidate's statement on an appropriate form provided by the City Clerk. The statement may include the name, age and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement shall be filed in typewritten form in the office of the City Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period.

SECTION 2. FOREIGN LANGUAGE POLICY.

- A. Pursuant to the Federal Voting Rights Act, candidate statements will be translated into all languages required by the County of Los Angeles. The County is required to translate candidate's statement into the following languages: Spanish and Chinese (depends on District)
- B. The County will print and mail voter information guides and candidates statements in Spanish and Chinese to only those voters who are on the county voter file as having requested a voter information guide in a particular language. The County will make the voter information guides and candidates statements in the required languages available at all polling places, on the County's website, and in the Election Official's office.

SECTION 3. PAYMENT.

A. TRANSLATIONS:

(1) The candidate shall not be required to pay for the cost of translating the candidate's statement into any required foreign language as specified in (A) and/or (B) of Section 2 above pursuant to Federal and/or State law.

(2) The candidate shall be required to pay for the cost of translating the candidate's statement into any foreign language that is not required as specified in (A) and/or (B) of Section 2 above, pursuant to Federal and/or State law, but is requested as an option by the candidate.

B. PRINTING:

(1) The candidate shall not be required to pay for the cost of printing the candidate's statement in English in the main voter pamphlet.

(2) The candidate shall not be required to pay for the cost of printing candidates statement in a foreign language required in (A) of Section 2

(3) The candidate shall be required to pay for the cost of printing the candidate's statement in a foreign language requested by the candidate per (B) of Section 2 above, in the main voter pamphlet.

(4) The candidate shall not required to pay for the cost of printing the candidate's statement in a foreign language required by (A) of Section 2 above, in the facsimile voter pamphlet.

The City Clerk shall estimate the total cost of printing, handling, translating, and mailing the candidates' statements filed pursuant to this section, including costs incurred as a result of complying with the Voting Rights Act of 1965 (as amended), and require each candidate filing a statement to pay in advance to the local agency his or her estimated pro rata share as a condition of having his or her statement included in the voter's pamphlet. In the event the estimated payment is required, the estimate is just an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. Accordingly, the City Clerk is not bound by the estimate and may, on a pro rata basis, bill the candidate for additional actual expense or refund any excess paid depending on the final actual cost. In the event of underpayment, the clerk may require the candidate to pay the balance of the cost incurred. In the event of overpayment, the City Clerk shall prorate the excess amount shall prorate the excess amount among the candidates and refund the excess amount paid within 30 days of the election.

SECTION 4. MISCELLANEOUS.

A) All translations shall be provided by professionally-certified translators.

B) The City Clerk shall allow bold type, underlining, capitalization, indentations, bullets, leading hyphens to the same extent and manner as allowed in previous City elections.

C) The City Clerk shall comply with all recommendations and standards as set forth by the California Secretary of State regarding occupational designations and other matters relating to elections

SECTION 5. ADDITIONAL MATERIALS.

No candidate will be permitted to include additional materials in the voter information guide.

SECTION 6. That the City Clerk shall provide each candidate or the candidate's representative a copy of this Resolution at the time nominating petitions are issued.

SECTION 7. That all previous resolutions establishing council policy on payment for candidates' statements are hereby repealed.

SECTION 8. That this Resolution shall apply at the next ensuing municipal election and at each municipal election after that time.

SECTION 9. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED AND ADOPTED on January 18, 2022.

MAYOR - CITY OF BRADBURY

ATTEST:

CITY CLERK - CITY OF BRADBURY

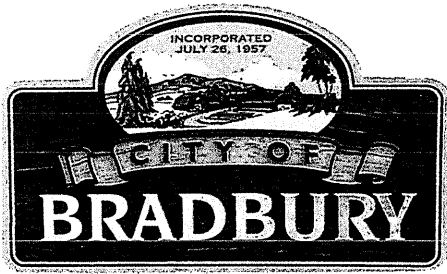
"I, Claudia Saldana, City Clerk, hereby certify that Resolution No. 20-04 was duly adopted by the Bradbury City Council at a regular meeting held on January 18, 2022, by the following roll call vote:"

AYES:

NOES:

ABSENT:

CITY CLERK - CITY OF BRADBURY



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

City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Kevin Kearney, City Manager

DATE: January 18, 2022

SUBJECT: **ORDINANCE NO. 381: AN ORDINANCE OF THE CITY OF BRADBURY ADOPTING BY REFERENCE TITLE 26 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA BUILDING CODE, 2019 EDITION; TITLE 29 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA MECHANICAL CODE, 2019 EDITION; TITLE 28 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA PLUMBING CODE, 2019 EDITION; TITLE 27 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA ELECTRICAL CODE, 2019 EDITION; TITLE 30 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA RESIDENTIAL CODE, 2019 EDITION; TITLE 31 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA GREEN BUILDING STANDARDS CODE, 2019 EDITION; TITLE 33 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA EXISTING BUILDING CODE, EDITION 2019; THE CALIFORNIA HISTORICAL BUILDING CODE, EDITION 2019; MAKING AMENDMENTS TO SAID CODES; AMENDING TITLE IV, CHAPTER 3, TITLE XVII, CHAPTERS 1, 2, 3, 4, 5, 6, 7, 8, 9, 12 AND 13.**

ATTACHMENTS: 1) Ordinance No. 381

SUMMARY

Staff recommends that the City Council, adopt, waive reading in full, and authorize reading by title only of Ordinance No. 381, and read the title of Ordinance 381, entitled,"

FOR CITY COUNCIL AGENDA 1-18

AGENDA ITEM # 1G

ORDINANCE NO. 381: AN ORDINANCE OF THE CITY OF BRADBURY ADOPTING BY REFERENCE TITLE 26 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA BUILDING CODE, 2019 EDITION; TITLE 29 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA MECHANICAL CODE, 2019 EDITION; TITLE 28 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA PLUMBING CODE, 2019 EDITION; TITLE 27 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA ELECTRICAL CODE, 2019 EDITION; TITLE 30 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA RESIDENTIAL CODE, 2019 EDITION; TITLE 31 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA GREEN BUILDING STANDARDS CODE, 2019 EDITION; TITLE 33 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA EXISTING BUILDING CODE, EDITION 2019; THE CALIFORNIA HISTORICAL BUILDING CODE, EDITION 2019; MAKING AMENDMENTS TO SAID CODES; AMENDING TITLE IV, CHAPTER 3, TITLE XVII, CHAPTERS 1, 2, 3, 4, 5, 6, 7, 8, 9, 12 AND 13.”

BACKGROUND

The California Health and Safety Code requires that the City adopt the same building standards as those contained in the California Building Standards Code with the exception that the City may establish more restrictive building standards as reasonably necessary because of local climatic, geological, and/or topographic conditions. Health and Safety Code Section 18941.5 requires that all City amendments, together with the State Building Standards Code, become effective 180 days after the publication of the State Building Standards Code, or at a later date established by the Building Standards Commission (Commission). The Code went into effect on April 2, 2020, but the updated Code was never adopted by the City. Because the City contracts with the Los Angeles County Fire Department, the City is required to adopt the same Code as the County.

The proposed ordinance adopts by reference, with certain changes and amendments, the 2019 California Fire Code, and adopts as Title 32, the Fire Code for the District. The ordinance includes specific building codes that are more stringent than those adopted by the State Fire Marshal as contained in the California Building Standards Code, and makes the required findings necessary due to local climatic, geological, and/or topographical conditions in Los Angeles County, including the City of Bradbury. It is important to note that, no new fees have been established, nor have any fees been raised as a result of this proposed ordinance.

RECOMMENDATION

Staff recommends that the City Council, adopt, waive reading in full, and authorize reading by title only of Ordinance No. 381, and read the title of Ordinance 381, entitled,” ORDINANCE NO. 381: AN ORDINANCE OF THE CITY OF BRADBURY ADOPTING BY REFERENCE TITLE 26 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA BUILDING CODE, 2019 EDITION; TITLE 29 OF

THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA MECHANICAL CODE, 2019 EDITION; TITLE 28 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA PLUMBING CODE, 2019 EDITION; TITLE 27 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA ELECTRICAL CODE, 2019 EDITION; TITLE 30 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA RESIDENTIAL CODE, 2019 EDITION; TITLE 31 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA GREEN BUILDING STANDARDS CODE, 2019 EDITION; TITLE 33 OF THE LOS ANGELES COUNTY CODE, INCORPORATING THE CALIFORNIA EXISTING BUILDING CODE, EDITION 2019; THE CALIFORNIA HISTORICAL BUILDING CODE, EDITION 2019; MAKING AMENDMENTS TO SAID CODES; AMENDING TITLE IV, CHAPTER 3, TITLE XVII, CHAPTERS 1, 2, 3, 4, 5, 6, 7, 8, 9, 12 AND 13.”

ATTACHMENT #1

ORDINANCE NO. 349

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, AMENDING TITLE XVII OF THE BRADBURY MUNICIPAL CODE TO ADD TITLE 17, CHAPTER 14, PROCEDURES FOR EXPEDITING PERMITTING PROCESSING FOR ELECTRIC VEHICLE CHARGING SYSTEMS

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

Section 1. Findings and Purpose. The City Council finds and declares as follows

- A.** The State of California and the City of Bradbury has consistently promoted and encouraged the use of fuel-efficient electric vehicles; and
- B.** The State of California recently adopted Assembly Bill 1236, which requires local agencies to adopt an ordinance that creates an expedited and streamlined permitting process for electric vehicle charging systems; and
- C.** Creation of an expedited, streamlined permitting process for electric vehicle charging stations would facilitate convenient charging of electric vehicles and help reduce the City's reliance on environmentally damaging fossil fuels.

Section 2. The City finds that the above recitations are true and correct and, accordingly, are incorporated as a material part of this Ordinance.

Section 3. Chapter 14 is hereby added to Title XVII of the Bradbury Municipal Code to read as follows:

Chapter 17.14

17.14.010. Intent and purpose.

The purpose of this Chapter is to promote and encourage the use of electric vehicles by creating an expedited, streamlined permitting process for electric vehicle charging stations while promoting public health and safety and preventing specific adverse impacts in the installation and use of such charging stations. This Chapter is also purposed to comply with California Government Code Section 65850.7.

17.14.020. Definitions.

"Electric vehicle charging station" or "charging station" means any level of electric vehicle supply equipment station that is designed and built in compliance with Article 625 of the California Electrical Code, as it reads on the effective date of this

Chapter, and delivers electricity from a source outside an electric vehicle into a plug-in electric vehicle.

“Specific, adverse impact” means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified, and written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete.

“Electronic submittal” means the utilization of one or more of the following:

1. Electronic mail or email.
2. The internet.
3. Facsimile

17.14.030 Applicability

Consistent with Government Code Section 65850.7, the Building Official shall implement an expedited, streamlined permitting process for electric vehicle charging stations, and adopt a checklist of all requirements with which electric vehicle charging stations shall comply with in order to be eligible for expedited review. The expedited, streamlined permitting process and checklist may refer to the recommendations contained in the most current version of the “Plug-In Electric Vehicle Infrastructure Permitting Checklist” of the “Zero-Emission Vehicles in California: Community Readiness Guidebook” as published by the Governor’s Office of Planning and Research. The City’s adopted checklist shall be published on the City’s website.

17.14.040 Electrical Vehicle Charging Station Requirements

- A. Electric vehicle charging station equipment shall meet the requirements of the California Electrical Code, the Society of Automotive Engineers, the National Electrical Manufacturers Association, and accredited testing laboratories such as Underwriters Laboratories, and rules of the Public Utilities Commission or a Municipal Electric Utility Company regarding safety and reliability.
- B. Installation of electric vehicle charging stations and associated wiring, bonding, disconnecting means and overcurrent protective devices shall meet the requirements of Article 625 and all applicable provisions of the California Electrical Code.
- C. Installation of electric vehicle charging stations shall be incorporated into the load calculations of all new or existing electrical services and shall meet the requirements of the California Electrical Code. Electric vehicle charging equipment shall be considered a continuous load.

- D. Anchorage of either floor-mounted or wall-mounted electric vehicle charging stations shall meet the requirements of the California Building or Residential Code as applicable per occupancy, and the provisions of the manufacturer's installation instructions. Mounting of charging stations shall not adversely affect building elements.

17.14.050 Duties of Building Department and Building Official

- A. Prior to submitting an application for processing, the applicant shall verify that the installation of an electric vehicle charging station will not have specific, adverse impact to public health and safety and building occupants. Verification by the applicant includes but is not limited to: electrical system capacity and loads; electrical system wiring, bonding and overcurrent protection; building infrastructure affected by charging station equipment and associated conduits; areas of charging station equipment and vehicle parking.
- B. A permit application that satisfies the information requirements in the City's adopted checklist shall be deemed complete and be promptly processed. Upon confirmation by the Building Official that the permit application and supporting documents meets the requirements of the City adopted checklist, and is consistent with all applicable laws and health and safety standards, the Building Official shall, consistent with Government Code Section 65850.7, approve the application and issue all necessary permits. Such approval does not authorize an applicant to energize or utilize the electric vehicle charging station until approval is granted by the City. If the Building Official determines that the permit application is incomplete, he or she shall issue a written correction notice to the applicant, detailing all deficiencies in the application and any additional information required to be eligible for expedited permit issuance.
- C. Consistent with Government Code Section 65850.7, the Building Official shall allow for electronic submittal of permit applications covered by this Ordinance and associated supporting documentations. In accepting such permit applications, the Building Official shall also accept electronic signatures on all forms, applications, and other documentation in lieu of a wet signature by any applicant.

17.14.060. Expedited Permit Review and Inspection Requirements.

- A. It is the intent of this Ordinance to encourage the installation of electric vehicle charging stations by removing obstacles to permitting for charging stations so long as the action does not supersede the Building Official's authority to address higher priority life-safety situations. If the Building Official makes a finding based on substantial evidence that the electric vehicle charging station could have a specific adverse impact upon the

public health or safety, as defined in this Chapter, the City may require the applicant to apply for a use permit.

- B. In the technical review of a charging station, consistent with Government Code Section 65850.7, the Building Official shall not condition the approval for any electric vehicle charging station permit on the approval of such a system by an association, as that term is defined by Civil Code Section 4080.

Section 4. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held to be invalid by a final judgment of a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subdivision, sentence, clause, phrase, or portion of this Ordinance irrespective of the fact that one or more sections, subdivisions, sentences, clauses, phrases, or portions of this Ordinance be declared invalid.

Section 5. All required proceedings and considerations precedent to the adoption of this Ordinance have been regularly taken in accordance with applicable law.

Section 6. The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same to be published according to law.

Section 7. This Ordinance shall take effect thirty days after its passage and adoption as provided in Government Code Section 36937.

PASSED, APPROVED AND ADOPTED this 24th day of October, 2017.

Bruce Lathrop, Mayor

ATTEST:

Claudia Saldana, City Clerk

APPROVED AS TO FORM:

Cary Reisman, City Attorney

"I, Claudia Saldana, City Clerk of the City of Bradbury, hereby certify that the foregoing ordinance, being Ordinance No. 349, was introduced at a regular meeting of the City Council held on September 19, 2017, and signed, approved and adopted this 24th day of October, 2017 by the following vote:

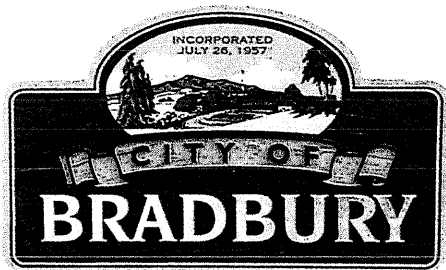
AYES:

NOES:

ABSENT:

ABSTAIN:

Claudia Saldana, City Clerk



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

City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Kevin Kearney, City Manager

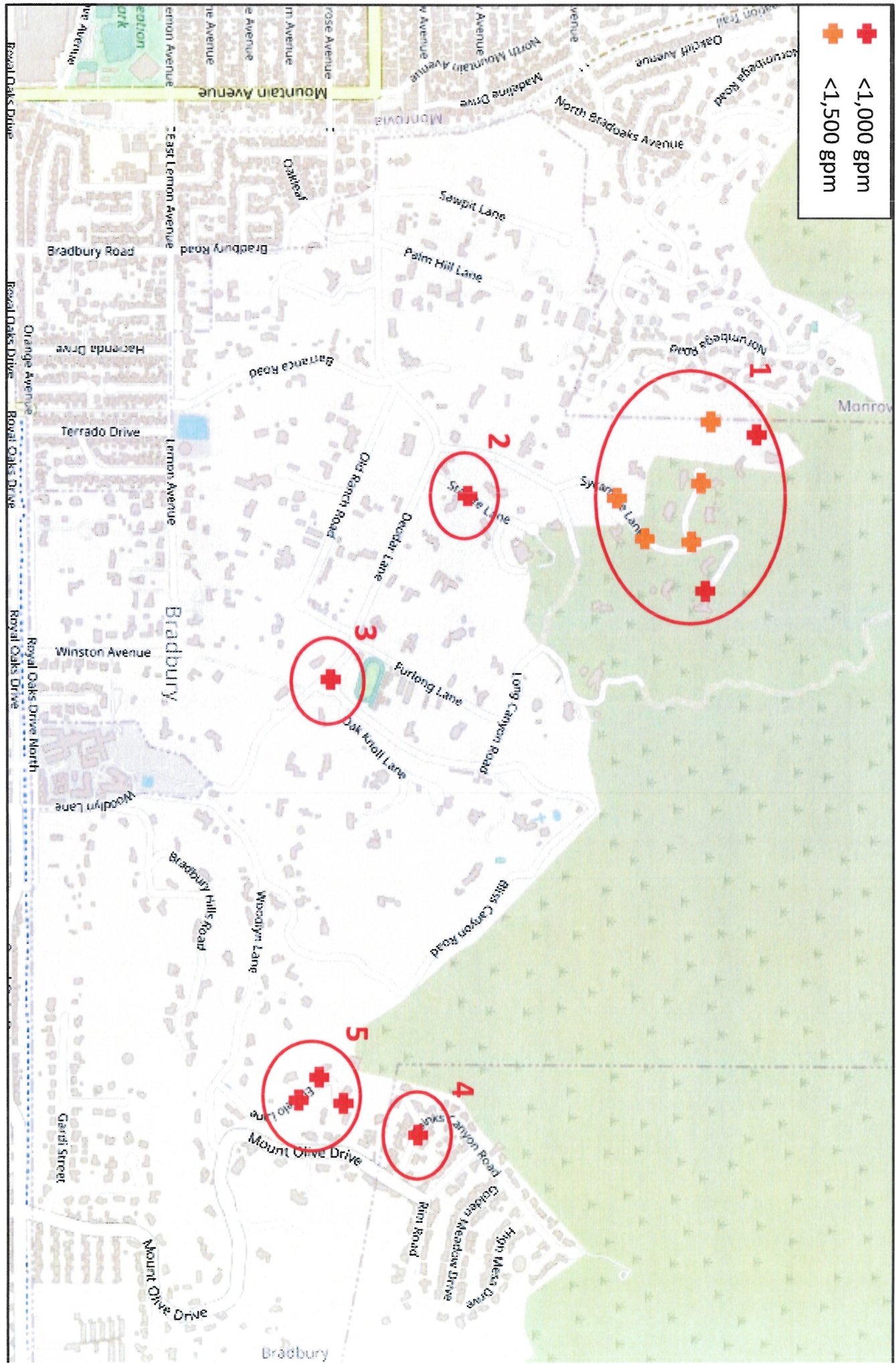
DATE: January 18, 2022

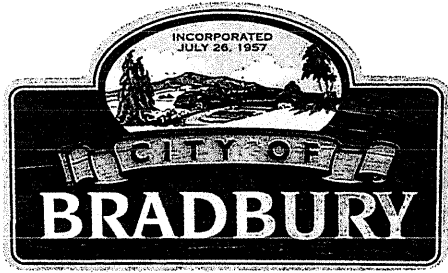
SUBJECT: A CalAm Presentation on Citywide Water Pressure

ATTACHMENT: CalAm Map of Water Pressure Deficiencies

SUMMARY

Bradbury Staff recently became aware of water pressure deficiencies in certain parts of the City. California American Water Company (CalAm) will be making a presentation on the issues and resolutions. A map is attached outlining where the deficiencies exist.





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

City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Sophia Musa, Management Analyst

DATE: January 18, 2022

SUBJECT: **INTRODUCTION OF ORDINANCE NO. 382: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE BRADBURY MUNICIPAL CODE TO ENACT CALIFORNIA STATE ORGANIC WASTE DISPOSAL REDUCTION REQUIREMENTS**

ATTACHMENTS: 1) Ordinance No. 382

SUMMARY

SB 1383 is a statewide effort to reduce emissions of short-lived climate pollutants (SLCP). CalRecycle is the state agency responsible for creating the regulatory standards for SB 1383 and will begin enforcing by April 1, 2022. Although the City of Bradbury is exempt from the organics recycling regulations, the City still needs to adopt an ordinance to implement relevant provisions of SB 1383. Therefore, Staff recommends that the City Council introduce Ordinance No. 382.

Staff recommends that the City Council, introduce, waive reading in full, and authorize reading by title only of Ordinance No. 382, and set the second reading; and read the title of Ordinance No. 382, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE BRADBURY MUNICIPAL CODE TO ENACT CALIFORNIA STATE ORGANIC WASTE DISPOSAL REDUCTION REQUIREMENTS."

BACKGROUND

Senate Bill (SB) 1383 (Short-Lived Climate Pollutants Act) was adopted in 2016 and established methane emissions reduction targets and granted CalRecycle the authority to pass regulations to achieve those targets. This state mandate set the statewide goal

for the reduction of organic waste to landfills by 50% by 2020, and 75% by 2025, in addition to the recovery of 20% edible food waste for human consumption. SB 1383 requires local jurisdictions to update or develop programs that will address several program areas within the solid waste and recycling discipline by April 1, 2022.

ANALYSIS

SB 1383 requires cities to adopt and enforce an ordinance or enforceable mechanism to implement relevant provisions of SB 1383 regulations, but allows certain small cities to secure exemptions from some of those requirements. Bradbury applied for and was granted a small jurisdiction exemption from the mandatory organics recycling portion of SB 1383. The term of the exemption is 5 years. Ordinance No. 382 implements and codifies regulations applicable to the City of Bradbury such as:

- **Compliance with CALGreen Recycling Requirements:** New commercial construction or additions resulting in more than 30% of floor area shall comply with provision of adequate recycling space. Builders must also comply with CALGreen requirements and laws related to management of C&D, including diversion of organic waste in C&D from disposal.
- **Model Water Efficient Landscaping Ordinance Requirements (MWELO):** Property owners or their landscape designers shall be required to submit a landscape design plan with a soil preparation, mulch and amendments section as specified in the ordinance.
- **Procurement Requirements for City Departments, Direct Service Providers, and Vendors:** The City shall procure recycled-content paper products including printing and writing paper. This requirement is expected to increase office supply costs.
- **Inspections and Investigations & Enforcement:** The City is authorized to inspect and enforce any violation of the ordinance. The City shall also receive written complaints regarding violations or non-compliance with SB 1383 regulations.

In order to comply with SB 1383, staff recommends that the City Council introduce Ordinance No. 382.

STAFF RECOMMENDATION

Staff recommends that the City Council, introduce, waive reading in full, and authorize reading by title only of Ordinance No. 382, and set the second reading; and read the title of Ordinance No. 382, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE BRADBURY MUNICIPAL CODE TO ENACT CALIFORNIA STATE ORGANIC WASTE DISPOSAL REDUCTION REQUIREMENTS."

ORDINANCE NO. 382

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE BRADBURY MUNICIPAL CODE TO ENACT CALIFORNIA STATE ORGANIC WASTE DISPOSAL REDUCTION REQUIREMENTS

WHEREAS, Assembly Bill 939 of 1989, the California Integrated Waste Management Act of 1989 (California Public Resources Code Section 40000, et seq., as amended, supplemented, superseded, and replaced from time to time), requires cities and counties to reduce, reuse, and recycle (including Composting) Solid Waste generated in their cities to the maximum extent feasible before any incineration or landfill disposal of waste, to conserve water, energy, and other natural resources, and to protect the environment; and

WHEREAS, State recycling law, Assembly Bill 341 of 2011 California Public Resources Code Section 40000, et seq., as amended, places requirements on businesses and Multi-Family property owners that generate a specified threshold amount of Solid Waste to arrange for recycling services and requires cities to implement a Mandatory Commercial Recycling program; and

WHEREAS, SB 1383, the Short-lived Climate Pollutant Reduction Act of 2016, requires CalRecycle to develop regulations to reduce organics in landfills as a source of methane. The regulations place requirements on multiple entities including cities, residential households, Commercial Businesses and business owners, Commercial Edible Food Generators, haulers, Self-Haulers, Food Recovery Organizations, and Food Recovery Services to support achievement of Statewide Organic Waste disposal reduction targets; and

WHEREAS, SB 1383 requires cities to adopt and enforce an ordinance or enforceable mechanism to implement relevant provisions of SB 1383 Regulations, but allows certain small cities to secure exemptions from some of those requirements; and

WHEREAS, Bradbury applied for and was granted a small jurisdiction exemption from many of the requirements of SB 1383; and

WHEREAS, this ordinance implements and codifies regulations applicable to the City of Bradbury.

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

SECTION 1. Article VI is hereby added to Title XI, Chapter 1 of the Bradbury Municipal Code to read as follows:

THE CITY COUNCIL OF THE CITY OF BRADBURY DOES ORDAIN AS

FOLLOWS:

Sec. 11.01.700 – Definitions

The following terms shall have the following meanings, as used in this Article:

- (a) “Commercial Business” or “Commercial Subscriber” means a firm, partnership, proprietorship, joint-stock company, corporation, or association, whether for-profit or nonprofit, strip mall, industrial facility, or a multifamily residential dwelling with five (5) or more units.
- (b) “Community Composting” means any approved city activity that composts green material, agricultural material, food material, and vegetative food material, alone or in combination, and the total amount of feedstock and Compost on-site at any one time does not exceed 100 cubic yards and 750 square feet, (14 CCR Section 17855(a)(4); or, 18982(a)(8)).
- (c) “Compost” means the product resulting from the controlled biological decomposition of organic Solid Wastes that are Source Separated from the municipal Solid Waste stream, or which are separated at a centralized facility. (14 CCR Section 17896.2(a)(4)).
- (d) “Container Contamination” or “Contaminated Container” means a container, regardless of color, that contains Prohibited Container Contaminants (14 CCR Section 18982(a)(55)).
- (e) “C&D ” means construction and demolition debris.
- (f) “Designee” means a government entity, a hauler, a private entity, or a combination of those entities.
- (g) “Enforcement Action” means an action of the City to address non-compliance with this ordinance including, but not limited to, issuing administrative citations, fines, penalties, or using other remedies.
- (h) “Excluded Waste” means hazardous substance, hazardous waste, infectious waste, designated waste, volatile, corrosive, medical waste, infectious, regulated radioactive waste, and toxic substances or material that upon collection, transfer, processing, or disposal, be a violation of local, State, or Federal law, regulation, or ordinance.
- (i) “Food-Soiled Paper” is paper material that has come in contact with food or liquid, such as, but not limited to, paper plates and napkins.
- (j) “Food Waste” means all food and food scraps such as, but not limited to, fruits, vegetables, meat, poultry, seafood, shellfish, bones, rice, beans, pasta, bread, cheese, and eggshells. Food waste excludes fats, oils, liquid, and grease.
- (k) “Inspection” means a site visit where a City or City designee reviews records, containers, and an entity’s handling of organic waste or edible food to determine if the entity is in compliance.

- (l) “Local Education Agency” means a school district, charter school, or county office of education that is not subject to the control of city regulations related to solid waste.
- (m) “Multi-Family Residential Dwelling” or “Multi-Family” means of, from, or pertaining to residential premises with five (5) or more dwelling units. Multi-Family premises do not include hotels, motels, or other transient occupancy facilities, which are considered commercial businesses.
- (n) “BWELo” refers to the Bradbury Water Efficient Landscape Ordinance, (BWELo, Chapter 121 of Title IX, Part VI of the Bradbury Municipal Code.
- (o) “Non-Local Entity” means the following entities that are not subject to the City’s enforcement authority including but not limited to special district(s), federal facilities, prison(s), facilities operated by the state park system, public universities (including community colleges), county fairgrounds, or other state agencies.
- (p) “Non-Organic Recyclables” means non-putrescible and non-hazardous recyclable wastes including but not limited to bottles, cans, metals, plastics and glass.
- (q) “Notice of Violation (NOV)” means a notice that a violation has occurred that includes a compliance date to avoid an action to seek penalties.
- (r) “Organic Waste” means solid wastes containing material originated from living organisms and their metabolic waste products, including but not limited to food, green material, landscape and pruning waste, organic textiles and carpets, lumber, wood, paper products, printing and writing paper, manure, biosolids, digestate, and sludges (14 CCR Section (18982)).
- (s) “Organic Waste Generator” means a person or entity that is responsible for the initial creation of organic waste
- (t) “Prohibited Container Contaminants” means discarded materials placed in a container that are not identified as being permitted or are considered to be excluded waste.
- (u) “Recovered Organic Waste Products” means products made from California, landfill-diverted recovered organic waste processed in a permitted or otherwise authorized facility
- (v) “Recycled-Content Paper” means paper products and printing and writing paper that consists of at least 30 percent, by fiber weight, postconsumer fiber (14 CCR Section 18982(a)(61)).
- (w) “Renewable Gas” means gas derived from organic waste that has been diverted from a California landfill and processed at an in-vessel digestion facility that is permitted.
- (x) “Self-Hauler” means a commercial generator approved by the City, who hauls organic waste to a facility or location using the generator’s own employees and equipment, in an effort to avoid subscribing to the franchise hauler’s service
- (y) “Single-Family” means of, from, or pertaining to any residential premises with fewer than five (5) units.

- (z) “Solid Waste” has the same meaning as defined in State Public Resources Code Section 40191, which defines Solid Waste as all putrescible and non-putrescible solid, semisolid, and liquid wastes, including garbage, trash, refuse, paper, rubbish, ashes, industrial wastes, demolition and construction wastes, abandoned vehicles and parts thereof, discarded home and industrial appliances, dewatered, treated, or chemically fixed sewage sludge which is not hazardous waste, manure, vegetable or animal solid and semi-solid wastes, and other discarded solid and semisolid wastes, with the exception that Solid Waste does not include any of the following wastes:
- (1) Hazardous waste, as defined in the State Public Resources Code Section 40141.
 - (2) Radioactive waste regulated pursuant to the State Radiation Control Law (Chapter 8 (commencing with Section 114960) of Part 9 of Division 104 of the State Health and Safety Code).
 - (3) Medical waste regulated pursuant to the State Medical Waste Management Act (Part 14 (commencing with Section 117600) of Division 104 of the State Health and Safety Code). Untreated medical waste shall not be disposed of in a Solid Waste landfill, as defined in State Public Resources Code Section 40195.1. Medical waste that has been treated and deemed to be Solid Waste shall be regulated pursuant to Division 30 of the State Public Resources Code.
- (aa) “Source Separated” means materials, including commingled recyclable materials, that have been separated or kept separate from the solid waste stream, at the point of generation by the resident, tenant, business owner, property owner, business owner’s employee, or property owner’s employee into different containers for the purpose of collection.

Sec. 11.01.710 – REQUIREMENTS FOR SINGLE-FAMILY GENERATORS

Single-Family organic waste generators shall comply with the following requirements.

- (a) Shall subscribe to the franchised hauler’s organic waste collection services for all organic waste generated. The City or City’s designee shall have the right to review the number and size of a generator’s containers to evaluate adequacy of capacity provided for each type of collection service for proper separation and containment of materials. Single-Family generators shall adjust its service level for its collection services as requested by the City. Generators may additionally manage their organic waste by using a community or backyard composting site.
- (b) Shall place designated materials in designated containers. A person or entity is not required to replace functional containers, including containers purchased prior to January 1, 2022, that do not comply with the color requirements of the Regulations, prior to the end of the useful life of those containers, or prior to January 1, 2036, whichever comes first. Commencing January 1, 2022, labels will be placed on each new container or lid provided to generators consistent with the applicable container collection requirements and limitations of this article specifying what materials are allowed to be placed in each container.

Sec. 11.01.720 – REQUIREMENTS FOR COMMERCIAL BUSINESS GENERATORS OPERATING WITHIN THE CITY

Commercial Businesses operating within the City shall:

- (a) Subscribe to the franchise hauler's collection services and comply with requirements of those services. The City or City's designee shall have the right to review the number and size of a generator's containers and frequency of collection to evaluate adequacy of capacity provided for each type of collection service for proper separation of materials and containment of materials. Commercial businesses shall adjust their service level for their collection services as requested by the City.
- (b) Generator shall place designated materials in the permitted containers.
- (c) Supply and allow access to adequate number, size and location of collection containers for employees and subcontractors.
- (d) To the extent practical through education, training, inspection, and/or other measures, prohibit employees or subcontractors from placing materials in a container not designated for those materials.
- (e) Periodically inspect containers for contamination and inform employees or subcontractors if containers are contaminated and of the requirements to keep contaminants out of said containers.
- (f) Provide or arrange access for City or City's designee to their properties during all inspections conducted in accordance with this ordinance to confirm compliance.
- (g) Nothing in this Section prohibits a generator from preventing or reducing waste generation, managing organic waste on site, or using a community composting site (14 CCR Section 18984.9(c)).

Sec. 11.01.730 – REQUIREMENTS FOR COMMUNITY COMPOSTING

Community composting operators, upon City request, shall provide information to the City or City designee to support organic waste capacity planning, including, but not limited to, an estimate of the amount of organic waste anticipated to be handled at the community composting operation. Entities contacted by the City or City designee shall respond within 60 days.

Sec. 11.01.740 – SELF-HAULER REQUIREMENTS FOR ORGANIC WASTE

- (a) Approved self-haulers shall source separate all organic waste generated on-site from solid waste in accordance with 14 CCR Sections 18984.1.

- (b) Self-Haulers shall haul their source separated organic waste to a solid waste facility, operation, activity, or property that processes or recovers source separated organic waste approved by the City.
- (c) Self-Haulers shall haul their source separated organic waste to an approved facility not less than every 7 days utilizing their own equipment and labor.
- (d) Self-Haulers that are commercial businesses shall keep a record of the amount of organic waste delivered to each approved solid waste facility, operation, activity, or property that processes or recovers organic waste. This record shall be subject to inspection by the City or City designee. The records shall include the following information:
 - (1) Delivery receipts and weight tickets from the entity accepting the waste.
 - (2) The amount of material in cubic yards or tons transported by the generator to each entity.
- (e) Self-Haulers that are commercial businesses (including multi-family self-haulers) shall provide information collected in Section 6(d) to the City or City designee no later than the 15th of each month for the previous month's activities.
- (f) An application must be approved by the City or its designee prior to commencing self-haul activities.

Sec. 11.01.750 – Compliance with CALGreen Recycling Requirements

- (a) Persons applying for a permit from the City for new construction and building additions and alterations shall comply with the requirements of this Section and all required components of the California Green Building Standards Code, 24 CCR, Part 11, known as CALGreen, as set forth in the Los Angeles County provisions incorporated into title XVII (Buildings and Construction) of the City of Bradbury Municipal Code as amended, if its project is covered by the scope of the regulation.
- (b) For projects covered by CALGreen, the applicants must, as a condition of the City's permit approval, comply with the following:
 - (1) Where five (5) or more multi-family dwelling units are constructed on a building site, provide readily accessible areas that serve occupants of all buildings on the site and are identified for the storage and collection materials, consistent with the recommendations of the franchised hauler, or comply with provision of adequate space for recycling for multi-family and commercial premises pursuant to Sections 4.408.1, 4.410.2, 5.408.1, and 5.410.1 of the California Green Building Standards Code, 24 CCR, Part 11 as set forth in the Los Angeles County provisions incorporated into title XVII (Buildings and Construction) of the City of Bradbury Municipal Code as amended, provided amended requirements are more stringent

than the CALGreen requirements for adequate recycling space effective January 1, 2020.

- (2) New commercial construction or additions resulting in more than 30% of the floor area shall provide readily accessible areas identified for the storage and collection of materials, consistent with the recommendations of the franchised hauler, or shall comply with provision of adequate space for recycling for multi-family and commercial premises pursuant to Sections 4.408.1, 4.410.2, 5.408.1, and 5.410.1 of the California Green Building Standards Code, 24 CCR, Part 11 as amended, as set forth in the Los Angeles County provisions incorporated into title XVII (Buildings and Construction) of the City of Bradbury Municipal Code, provided amended requirements are more stringent than the CALGreen requirements for adequate recycling space effective January 1, 2020.
- (3) Comply with CALGreen requirements and applicable law related to management of C&D, including diversion of organic waste in C&D from disposal. Comply with the City's C&D requirements as set forth in the Los Angeles County provisions incorporated into title XVII (Buildings and Construction) of the City of Bradbury Municipal Code, and all written and published City policies and/or administrative guidelines regarding the collection, recycling, diversion, tracking, and/or reporting of C&D.

Sec. 11.01.760 – Model Water Efficient Landscaping Ordinance Requirements

- (a) Persons
 - (a) Property owners or their building or landscape designers, including anyone requiring a building or planning permit, plan check, or landscape design review from the City, who are constructing a new (single-family, multi-family, public, institutional, or commercial) project with a landscape area greater than 500 square feet, or rehabilitating an existing landscape with a total landscape area greater than 2,500 square feet, shall comply with the BWELO, including sections related to use of compost and mulch as delineated in this Section.
 - (b) The following compost and mulch use requirements that are part of the BWELO are now also included as requirements of this ordinance. Other requirements of the BWELO are in effect and can be found therein.
 - (c) Property owners or their building or landscape designers that meet the threshold for BWELO compliance outlined in Section 11(a) above shall:
 - (1) Comply with provisions of the BWELO, which require the submittal of a landscape design plan with a soil preparation, mulch, and amendments section to include the following:
 - (A) For landscape installations, compost at a rate of a minimum of four cubic yards per 1,000 square feet of permeable area shall be incorporated to a depth

of six (6) inches into the soil. Soils with greater than six percent (6%) organic matter in the top six (6) inches of soil are exempt from adding compost and tilling.

- (B) For landscape installations, a minimum three- (3-) inch layer of mulch shall be applied on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated. To provide habitat for beneficial insects and other wildlife up to five percent (5%) of the landscape area may be left without mulch. Designated insect habitat must be included in the landscape design plan as such.
 - (C) Organic mulch and compost materials made from recycled or post-consumer materials that comply with 14 CCR, Division 7, Chapter 12, Article 12 shall be used. Other products such as inorganic materials or virgin forest products must be approved by the City prior to use. Organic mulches are not required where prohibited by local fuel modification plan guidelines or other applicable local ordinances.
- (2) The BWELO compliance items listed in this Section are not an inclusive list of BWELO requirements; therefore, property owners or their building or landscape designers that meet the threshold for BWELO compliance outlined in Section 11(a) shall consult the full BWELO for all requirements.
- (d) If, after the adoption of this ordinance, the California Department of Water Resources, or its successor agency, amends 23 CCR, Division 2, Chapter 2.7 of the MODEL WATER EFFICIENCY LANDSCAPE ORDINANCE'S (MWELo) September 15, 2015 requirements in a manner that requires cities to incorporate the requirements of an updated MWELo in a local ordinance, and the amended requirements include provisions more stringent than those required in this Section, the revised requirements of 23 CCR, Division 2, Chapter 2.7 shall be enforced.

Sec. 11.01.770 – Procurement Requirements for City Departments, Direct Service Providers, and Vendors

- (a) All vendors providing paper products and printing and writing paper shall:
 - (1) If fitness and quality are equal, provide recycled-content paper products and recycled-content printing and writing paper that consists of at least 30 percent, by fiber weight, postconsumer fiber instead of non-recycled products whenever recycled paper products and printing and writing paper are available at the same or lesser total cost than non-recycled items
 - (2) Provide paper products and printing and writing paper that meet Federal Trade Commission recyclability standard as defined in 16 Code of Federal Regulations (CFR) Section 260.12.

- (3) Certify in writing, under penalty of perjury, the minimum percentage of postconsumer material in the paper products and printing and writing paper offered or sold to the City. This certification requirement may be waived if the percentage of postconsumer material in the paper products, printing and writing paper, or both can be verified by a product label, catalog, invoice, or a manufacturer or vendor internet website.
- (4) Certify in writing, on invoices or receipts provided, that the paper products and printing and writing paper offered or sold to the City is eligible to be labeled with an unqualified recyclable label as defined in 16 Code of Federal Regulations (CFR) Section 260.12 (2013).
- (5) Provide records to the City representatives, and/or designee within thirty (30) days of the purchase (both recycled-content and non-recycled content, if any is purchased) made by any division or department or employee of the City. Records shall include a copy (electronic or paper) of the invoice or other documentation of purchase, written certifications as required in Sections 12(a)(3) and 12(a)(4) of this ordinance for recycled-content purchases, purchaser name, quantity purchased, date purchased, and recycled content (including products that contain none), and if non-recycled content paper products and printing and writing paper are provided, include a description of why recycled-content paper products and printing and writing paper were not provided.

Sec. 11.01.780 – Inspections and Investigations

- (a) City representatives, and/or designee, are authorized to conduct inspections and investigations, at random or otherwise, of any collection container, self-hauler vehicle loads, or community compost facility for materials collected from generators, or source separated materials to confirm compliance with this ordinance by organic waste generators, commercial businesses (including multi-family residential dwellings), property owners, commercial edible food generators, self-haulers, food recovery services, and food recovery organizations, subject to applicable laws. This Section does not allow City or City designees to enter the interior of a private residential property for inspection.
- (b) Regulated entity shall provide or arrange for access during all inspections (with the exception of residential property interiors) and shall cooperate with the City's employee or designee during such inspections and investigations. Such inspections and investigations may include confirmation of proper placement of materials in containers, edible food recovery activities, records, or any other requirement of this ordinance described herein. Failure to provide or arrange for access to an entity's premises or access to records for any inspection or investigation is a violation of this ordinance and may result in penalties described.
- (c) Any records obtained during inspections and other reviews shall be subject to the requirements and applicable disclosure exemptions of the Public Records Act as set forth in Government Code Section 6250 et seq.

- (d) City representatives, or City designee, are authorized to conduct any inspections or other investigations as reasonably necessary to further the goals of this ordinance, subject to applicable laws.
- (e) The City shall receive written complaints from persons regarding an entity that may be potentially non-compliant with SB 1383 Regulations, including receipt of anonymous complaints. Written complaints must include the following:
 - a. If the complaint is not anonymous, name and contact information of the complainant
 - b. Identity of the alleged violator if known
 - c. A description of the alleged violation
 - d. Relevant evidence to support the complaint
 - e. The identity of any witnesses

Sec. 11.01.790 – Enforcement

- (a) Violation of any provision of this ordinance shall constitute grounds for issuance of a Notice of Violation (NOV) and assessment of a fine by a City Enforcement Official or representative. Enforcement actions under this ordinance are issuance of an administrative citation and assessment of a fine. The City's procedures on imposition of administrative fines are hereby incorporated in their entirety, as modified from time to time, and shall govern the imposition, enforcement, collection, and review of administrative citations issued to enforce this ordinance and any rule or regulation adopted pursuant to this ordinance, except as otherwise indicated in this ordinance.
- (b) Other remedies allowed by law may be used, including civil action or prosecution as misdemeanor or infraction. City may pursue civil actions in the California courts to seek recovery of unpaid administrative citations. City may choose to delay court action until such time as a sufficiently large number of violations, or cumulative size of violations exist such that court action is a reasonable use of City staff and resources.
- (c) Responsible Entity for Enforcement
 - (1) Enforcement pursuant to this ordinance may be undertaken by the City Enforcement Official or its designated entity.
 - (2) Enforcement may also be undertaken by a Regional or County Agency Enforcement Official, designated by the City.
 - (A) Enforcement official(s) will interpret ordinance; determine the applicability of waivers, if violation(s) have occurred; implement enforcement actions; and, determine if compliance standards are met.

(B) Enforcement official(s) may issue Notices of Violation(s).

(d) Process for Enforcement

- (1) Enforcement Official and/or Designee will monitor compliance with the ordinance randomly and through compliance reviews, route reviews, investigation of complaints, and an inspection.
- (2) The City may issue an official notification to notify regulated entities of its obligations under the ordinance.
- (3) For incidences of prohibited container contaminants found in containers, the City or designee will issue a Notice of Violation to any generator after determining that a violation has occurred. If prohibited container contaminants are observed in a generator's containers, the City may assess contamination processing fees or contamination penalties on the generator.
- (4) Notice of Violation(s) require compliance within 60 days of issuance of the notice.
- (5) Absent compliance by the respondent within the deadline set forth in the Notice of Violation, City shall commence an action to impose penalties, via an administrative citation and fine, pursuant to applicable law

Notices shall be sent to the property owner or if no such address is available, to the owner at the address of the dwelling or commercial property or to the party responsible for paying for the collection services, or a combination thereof depending upon available information

(e) Penalty Amounts for Types of Violations

The penalty levels are as follows:

- (1) For a first violation, the amount of the base penalty shall be \$50 to \$100 per violation.
- (2) For a second violation, the amount of the base penalty shall be \$100 to \$200 per violation.
- (3) For a third or subsequent violation, the amount of the base penalty shall be \$250 to \$500 per violation.

(f) Factors Considered in Determining Penalty Amount

The following factors shall be used to determine the amount of the penalty for each violation within the appropriate penalty amount range:

- (1) The nature, circumstances, and severity of the violation(s).
- (2) The violator's ability to pay.

- (3) The willfulness of the violator's misconduct.
- (4) Whether the violator took measures to avoid or mitigate violations of this chapter.
- (5) Evidence of any economic benefit resulting from the violation(s).
- (6) The deterrent effect of the penalty on the violator.
- (7) Whether the violation(s) were due to conditions outside the control of the violator.

(g) Compliance Deadline Extension Considerations

The City may extend the compliance deadlines set forth in a Notice of Violation issued if it finds that there are extenuating circumstances beyond the control of the respondent that make compliance within the deadlines impracticable, including the following:

- (1) Acts of God such as earthquakes, wildfires, flooding, and other emergencies or natural disasters;
- (2) Delays in obtaining discretionary permits or other government agency approvals; or,
- (3) Deficiencies in organic waste recycling infrastructure or edible food recovery

(h) Appeals Process

Persons receiving an administrative citation containing a penalty for an uncorrected violation may request a hearing to appeal the citation. A hearing will be held only if it is requested within the time prescribed and consistent with City's procedures in the City's codes for appeals of administrative citations. Evidence may be presented at the hearing. The City will appoint a hearing officer who shall conduct the hearing and issue a final written order.

(i) Education Period for Non-Compliance

The City or City designee will conduct inspections, route reviews or waste evaluations, and compliance reviews of organic waste generators, self-haulers, tier one or tier two commercial edible food generators, food recovery organizations, food recovery services, or other entity to determine compliance.

(j) Civil Penalties for Non-Compliance

Beginning January 1, 2024, if the City determines that any person or entity subject to this ordinance is not in compliance with this ordinance, it shall document the noncompliance or violation, issue a Notice of Violation, and take enforcement action.

Sec. 11.01.7100 – Delay in Enforcement and/or Implementation Requirements

Nothing in this Chapter shall restrict or otherwise prohibit the City from delaying enforcement and/or implementation requirements of Article 3 in 14 CCR 18984 as approved by Calrecycle, provided it complies with SB 1383, the SB 1383 Regulations, and/or any other applicable law, as may be amended from time to time, pursuant to 14 CCR 18984.12 (a).

SECTION 2. If any provision of this Ordinance is held to be unconstitutional, it is the intent of the City Council that such portion of this Ordinance be severable from the remainder and that the remainder be given full force and effect.

SECTION 3. The City Clerk shall certify to the adoption of this Ordinance.

PASSED, APPROVED and ADOPTED this _____ day of _____, 2022.

Mayor

ATTEST:

Claudia Saldana
City Clerk

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

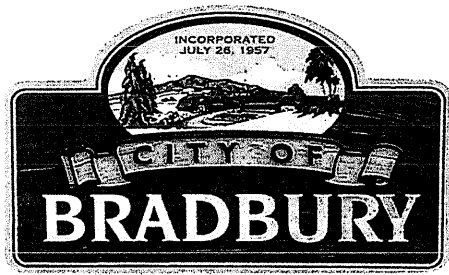
I, Claudia Saldana, City Clerk of the City of Bradbury, do hereby certify that the foregoing ordinance, being Ordinance No. _____, was duly passed by the City Council of the City of Bradbury, signed by the Mayor of said City, and attested by the City Clerk, all at a regular meeting of the City Council held on the _____ day of _____, 2022, that it was duly posted and that the same was passed and adopted by the following vote, to wit:

AYES:

NAYS:

ABSENT:

Claudia Saldana
City Clerk
City of Bradbury



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

City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Sophia Musa, Management Analyst

DATE: January 18, 2022

SUBJECT: **RECOMMENDATION FOR AWARD OF A 2-YEAR CONTRACT FOR TREE TRIMMING AND MAINTENANCE TO WEST COAST ARBORIST, INC. IN AN AMOUNT NOT TO EXCEED \$15,000 FOR EACH OF FISCAL YEARS 2021-22 AND 2022-23**

ATTACHMENTS: 1) Tree Trimming RFP
2) WCA, Inc. Proposal
3) Mariposa Tree Maintenance Proposal

SUMMARY

The City of Bradbury has sought proposals for tree trimming and maintenance services. Fifteen qualified vendors were contacted with a request for proposals (RFP). The RFP was also made available on the City of Bradbury website. Mariposa Tree Management and West Coast Arborists (WCA) were the only two vendors that responded to the RFP. Staff recommends that the City Council award a contract term of two years to West Coast Arborist, Inc.

It is recommended that the City Council award a two-year contract for tree maintenance services to West Coast Arborists, Inc. in an amount not to exceed \$15,000 for each of Fiscal Year 2021-22 and 2022-23.

ANALYSIS

The last City Street Tree Trimming program was spread over a 2-year period in Fiscal Years 2017/18 and 2018/19. The City's budget, adopted on June 15, 2021, outlined the need to restart the program to prevent City risk of not maintaining City Trees. As such,

FOR CITY COUNCIL AGENDA 1-18

AGENDA ITEM # 4

the City budgeted \$15,000 for each of Fiscal Years 2021/22 and 2022/23.

The City released an Request for Proposal (RFP) on Monday, December 13, 2021 and sent it to fifteen qualified vendors. The due date for the RFP was Tuesday, January 11, 2022. Ultimately, proposals from the following vendors were received, with the provisions of their base bids outlined in the bid summaries attached:

West Coast Arborists (WCA), Anaheim, CA
Mariposa Tree Management, Inc., Irwindale, CA

Bid Summary			
		WCA	MARIPOSA
Bid Item	Unit	Unit Price	Unit Price
Grid or Annual Tree Trimming			
	Per tree	\$85.00	\$140.00
Full trim (Service request or Special Request)			
Tree Size (dbh)	Unit		
0-6"	Per tree	\$50.00	\$25.00
7-16"	Per tree	\$100.00	\$75.00
17-24"	Per tree	\$190.00	\$175.00
25-36"	Per tree	\$290.00	\$250.00
37" and over	Per tree	\$390.00	\$350.00
Tree Removal			
Tree and stump	Per dbh	\$44.00	\$50.00
Tree only	Per dbh	\$34.00	\$37.00
Stump only	Per stump diameter	\$10.00	\$22.00
Tree Planting			
15 gallon w/root barrier	Per tree	\$145.00	\$175.00
15 gallon w/o root barrier	Per tree	\$160.00	\$165.00
24 inch box w/ root barrier	Per tree	\$300.00	\$425.00
24 in box w/o root barrier	Per tree	\$320.00	\$400.00

Crew rental			
Standard time	Per manhour	\$100.00	\$100.00
Overtime	Per manhour	\$100.00	\$100.00
Certified Arborist Services			
	Per Hour	\$100.00	\$50.00
Additional Equipment Rates			
	Per hour	N/A	No Bid
Total Base Bid		\$2,423.00	\$2,539.00

The bid documents state that the contract will be awarded to the bidder providing the lowest base bid. In this instance, WCA has provided the lowest bid. Staff is therefore recommending that the City Council award a tree maintenance contract to WCA, Inc.

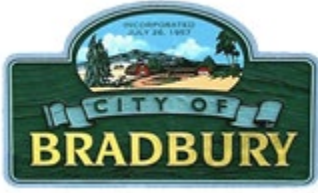
FINANCIAL ANALYSIS

The City's FY 2021-22 budget provides \$15,000 for street tree maintenance, and it is anticipated to budget another \$15,000 for tree trimming in FY 2022-23. As shown by the bid schedule, WCA has provided the lowest base bid. Therefore, staff recommends that the City Council award a contract to WCA, Inc. for tree maintenance services in an amount not to exceed \$15,000.

STAFF RECOMMENDATION

It is recommended that the City Council award a two-year contract for tree maintenance services to West Coast Arborists, Inc. in an amount not to exceed \$15,000 for each of Fiscal Year 2021-22 and 2022-23.

Attachment #1



Request for Proposals

Tree Maintenance Services

The City of Bradbury is soliciting Proposals from qualified firms to perform tree maintenance and tree removal services citywide. The selected firm will also be responsible for responding to the City's emergency tree issues. The City of Bradbury is a small, residential/equestrian-orientated community of approximately 1,000 nestled at the base of the San Gabriel Mountains below Angeles National Forest in Los Angeles County. It has a small full-time staff and contracts for many of the services provided to its residents. The community encompasses 1.9 square miles, and includes 3.2 miles of public streets and roads. Bradbury is bordered on the west by the City of Monrovia, on the north, south, and east by the City of Duarte.

The regulations for tree maintenance are outlined in Chapter 118 of the City's Municipal Code and the City follows the American National Standards Institute (ANSI) for Tree Care Operations. If you are interested in this opportunity, please complete the required forms in the enclosed RFP and email forms to Management Analyst, Sophia Musa, at smusa@cityofbradbury.org.

Proposal Release Date: Monday, December 13, 2021

Proposal Submittal Due Date and Time: Tuesday, January 11, 2022 5:00 PM

Questions can be directed to Sophia Musa at the email listed above and also to the Bradbury City Manager, Kevin Kearney, at kkearney@cityofbradbury.org.

INTRODUCTION

The City of Bradbury (the "City") is soliciting bids from qualified companies to perform tree maintenance and tree removal services Citywide. The selected firm will also be responsible for responding to the City's emergency tree issues. The City is seeking to award a tree maintenance and tree removal contract for an initial term of two years (2) with a (1-year) extension period at the option of the City. The award will be made to the lowest responsive and responsible bidder.

BID SUBMITTAL INSTRUCTIONS

Include all costs associated with performing the Scope of Services described in this RFP. Submit an electronic copy of the Bid to the City of Bradbury's Management Analyst, Sophia Musa, by the date and time stated on the coversheet of this document. This time and date is fixed, and extensions will not be granted. Bid proposals received after the deadline will not be considered. Late or incomplete submittals will be destroyed 30 days after the bid opening.

SCOPE OF WORK

The Contractor will be required to perform and complete the tree maintenance and tree removal work by providing all labor, tools, transportation, equipment, materials and supplies necessary to complete all work in a professional, thorough and timely manner, in accordance with standards and specifications as contained in this Section "Scope of Work."

A. ANNUAL MAINTENANCE PROGRAM

1. The Contractor shall be required to submit a work schedule based on the City's annual tree pruning requirements, tree removal and replacement program. The bid shall include a recommended annual work plan, work schedules. Depending on the City's current and future tree trimming and tree maintenance needs and budget, the scheduled work may require multiple crews to perform concurrently within the same time constraints.
2. The Contractor shall have competent working supervisors at each jobsite at all times when work is being performed. Supervisors and contractor employees shall have adequate technical background to ensure that all work is accomplished in accordance with the special provisions of this RFP.

TREE INVENTORY

No later than 3 months after full execution of contract for Tree Maintenance and Tree Removal, the successful Bidder shall provide a City-wide update of the City's listing of approximately 200 trees. The current inventory was last updated in 2015 (Exhibit A). The updated tree inventory data shall conform to the format of existing tree inventory database and include but not be limited to the following data fields:

1) Tree Location

The inventory shall be capable of showing the location of every existing tree site and vacant tree site on the City's existing database (streets, parcels, addresses, ROW and hardscape, etc.).

The tree inventory shall be conducted by visiting each tree site or vacant planting site and plot the position. The data shall be compatible with Excel. Contractor shall update the tree inventory as conditions require (e.g., tree removed, tree planted, etc.). The City shall have access to updated data at all times.

2.) Tree Condition

Each tree shall be assessed on its health and condition by a certified arborist. The bidder will give the City's representative an updated chart on each tree's condition.

3.) Associated Tree Related Hazards

Each tree work area shall be assessed on the basis of hazards or damage to infrastructure (Public and Private) related to the tree being maintained or removed.

WORK QUALITY AND GENERAL STANDARDS

All work performed by Contractor shall comply with good arboreal practice for the particular species of trees being trimmed, shall be consistent with the Pruning Standards as adopted by the International Society of Arboriculture, and/or "Pruning Landscape Trees" by U.C. Agricultural Extension Service #AXT-288. The Contractor shall also meet the requirements of the most current American National Standards, Z133-1-1972, entitled "Safety Requirements for Tree Pruning, Trimming, Repair or Removal," published by the American National Standard Institute, Inc., 1430 Broadway, New York, New York 10018. The City's designated representative shall determine if the Contractor has met all trimming requirements, and payment shall not be made by City for trimming that is not in accordance with the above standards. Traffic control shall be in accordance with the work area Traffic Control Handbook (W.A.T.C.H Manual) latest edition.

Prior to beginning the work, the Contractor shall review with the City's designated representative the various methods, tools and work scheduling to be used on the specific project to be undertaken. Tree trimming operations shall commence no earlier than 8:00 AM and shall be completed each day no later than 5:00 PM.

A work zone shall be established and maintained for each tree trimming or other operations. The Contractor shall use all appropriate methods used in the field of tree maintenance and tree removal for establishing and maintaining such work zone. No person other than members of the Contractor's work crew may be allowed to enter such work zone. If any person enters such work zone, the Contractor shall immediately cease all work and operation of all equipment until the work zone is clear.

IDENTIFICATION AND REPORTING OF HAZARDS

While performing work of any type, the tree worker should inspect the work area for any obvious hazards related to trees, including uplifted sidewalk segments, and other damage to public or private infrastructure. All hazardous situations should be corrected or promptly reported to the City. Any defective or weakened trees shall be reported to the City's designated representative. Contractor will be responsible to provide the City with the location and height of the uplifted sidewalks as part of the mapping inventory. This information will be updated, at a minimum, on a weekly basis.

PRE-INSPECTION

Prior to the commencement of any work in the vicinity of any tree, the Contractor shall identify the location of utilities, irrigation components and/or any private property element(s) that could be compromised by any work activity. If identified, the Contractor shall take appropriate action to protect same. If, during the course of pre-inspection, the Contractor identifies damage that exists before the onset of work, the Contractor shall document the damages with photos and report such damage to the City's designated representative prior to commencing work in that area. All photo documentation shall have the time and date embedded. Any claim of damage that cannot be refuted by photo documentation and/or a

written report to the City's designated representative shall be considered the responsibility of the Contractor to correct.

PUBLIC NOTICING

The Contractor shall supply and post standard signage, with professional quality graphics, approved by the City's designated representative, on the trunk of the tree at the work site at which work is to be performed, at least seventy-two (72) hours in advance of work with the signage clearly stating what type of work is to be done and what effect the work will have on parking availability at that particular site. Posting shall be affixed to the tree trunk using materials that do not cause permanent damage to the tree. In the event that a tree trunk is not available for posting, the Contractor shall affix the posting to a standard size safety cone and place that cone in the center of the parkway where a tree is to be planted or atop a stump that is scheduled for grinding.

CLEANUP OF GREEN WASTE AND DEBRIS

Limbs, logs, chippings, or any other debris resulting from any tree operations shall be promptly and properly removed. Street rights of way shall not be used to stage unattended debris generated during standard work hours. All debris from tree operations shall be cleaned up and removed each day before the work crew leaves the site.

MINOR MODIFICATIONS AND/OR ADDITIONAL WORK

The City may modify these specifications with the joint approval of the Contractor and the City Manager or assignee. All modifications shall be in writing.

1. In the event that the City of Bradbury should require additional work beyond the requirements of these specifications, the Contractor shall perform all work based on the unit prices rate schedule provided in with Contractor's bid.
2. Additional work may be added to the agreement work as the need arises. The Contractor shall perform all specified and approved additional work at the unit prices submitted with the Contractor's bid.
3. Contractor will be required to demonstrate the ability to properly execute the expanded workload with the necessary increase in labor, materials and equipment needed to complete the additional work in a timely manner.

TREE REMOVAL

Tree removal consists of the removal of the entirety of a tree and the removal of its root system.

1. The Contractor shall comply with all general specifications standards described herein.

2. The price given by the Contractor for tree removals shall be inclusive of all staff, materials and equipment necessary to remove trees as described herein.

3. Contractor shall identify the location of all utilities and public or private property landscape irrigation components prior to the removal of a tree and its root system. The Contractor shall notify the City's designated representative in writing of any condition that prevents the removal of a tree and/or the grinding of its root system. The Contractor shall take all responsibility for any damage that occurs once the process of removing a tree and/or associated root grinding begins.

4. The Contractor shall comply with wildlife protection standards described herein whenever removing a tree.

5. The Contractor shall not remove any tree without first confirming that the tree being considered is indeed the tree to be removed. Any confusion should be resolved by contacting the City's designated representative for assistance. The errant removal of trees shall be penalized up to the cost of the replacement.

6. During a tree removal, the Contractor shall maintain control of the tree and its parts at all times, which shall include the selection and use of proper techniques and equipment. At no time shall branches, limbs or tree trunks be allowed to freefall and create damage of any type. The Contractor will be held liable for loss of control incidents and shall pay for all damages and associated costs.

7. Cranes and other rigging equipment shall be properly certified, with evidence of such available for inspection prior to use of said equipment in the City. Crane operators shall be certified by the National Commission for the Certification of Crane Operators (NCCCO) and shall display current certification prior to operating a crane in the City. The use of cranes and certified operators shall not result in additional charges to the City beyond the unit price for the work being performed (e.g., the price for tree removal).

8. While loading and handling debris, the Contractor shall maintain control at all times so as not to result in damage to the public rights of way or private property. In addition, the Contractor shall not drop logs or trunks as to create undue noise or shock impact related damages to public and/or private property.

CONTRACT TERM

Agreement period: Two years, effective beginning award of the Contract by the City Council and ending Two years later, with the City's option to renew the agreement on the same terms for one additional (1) year period.

REQUIRED COST PROPOSAL FORMAT

Firms wishing to have their bid proposals considered for this project shall submit the following, at a minimum:

- A. A statement of firm's qualifications applicable to this project, including the following:

1. State of California Contractor's License number and expiration date, C-27 (Landscaping), C61 / D-49 (Limited Specialty / Tree Service) and any other applicable licenses.
2. Workman's Compensation insurance coverage.
3. Liability Insurance Coverage (with the City listed as additional insured prior to award of contract.)
4. Vehicle Insurance Coverage (with the City listed as additional insured prior to award of contract.)

AWARD CRITERIA

General Provision – The award of any contract shall be at the sole discretion of the City. The City may accept or reject any or all bid proposals in whole or in part and may waive informalities in the process. The contents of the proposal of the selected Bidder will become the basis for a contractual obligation when the award of bid is made.

Tree Maintenance Services Bid Award – The City shall award an Agreement to the lowest responsive and responsible bidder, provided that bidder is determined to be qualified based on the requirements listed herein. To determine lowest bid, the City will review the "Grand Total" for each bidder as indicated on the bidders Bid Price Sheet. In order to be determined "responsive" a bidder must respond to all requested information and supply all required submittals in this Request for Proposal. Any bid may be rejected if it is conditional, incomplete or contains irregularities. Minor or immaterial irregularities in a bid may be waived. Waiver of an irregularity shall in no way modify the Request for Bids nor affect recommendation for award of an Agreement.

Base Bid - The Base bid shall be calculated by adding the Unit Prices for all Services as in the Bid Schedule. This contract shall be awarded on the basis of the lowest base bid.

Tree Trimming and Maintenance Services –The successful bidder shall be paid on the Unit Price only for work performed under the Agreement executed by the successful bidder and the City. City will review only the Base Bid for determination of the lowest bidder, (lowest cost for services, overall) and will confirm the unit prices of the lowest bidder for accuracy.

REQUIRED QUALIFICATIONS

Contractors submitting bids must hold both a valid State California C-27 (Landscaping) and a C-61/D49 (Limited Specialty/Tree Service) Contractor's License. Both licenses must be in good standing for the previous three (3) consecutive years without any official unresolved record of complaints registered or filed with the Board or California Department of Consumer Affairs.

Contractor shall have OSHA certification for all aerial equipment to be used throughout the term of this project.

The Contractor's personnel must be qualified and trained in the tree maintenance industry. This will include the staffing of a project manager who shall be an ISA Certified Arborist.

At all times during contracted tree maintenance activities the firm shall have work crews on site that are represented by an English speaking supervisor who can receive and carry out instructions given by designated City representatives. The Contractor shall be held liable for the faithful observance of any lawful instructions of the City, not in conflict with the Agreement, which may be delivered to said party or representative at the work site. At the time of contract award, the successful bidder must have staff or designated subcontractor subject to approval by the City that includes Certified Crane Operator(s) as recognized by the National Commission for the Certification of Crane Operators (NCCCO).

INSURANCE REQUIREMENTS

Indemnity – The Contractor shall agree to indemnify and hold harmless, including the cost to defend the City, and its officers, officials, agents, employees, and volunteers, from any and all losses, claims, liens, demands, liability, and causes of action of every kind and character including, but not limited to, the amounts of judgment, interests, court costs, legal fees, expert costs, expert fees and all expenses incurred by the City to the maximum extent allowed by law arising in favor of any party, that arise out of, or pertain to, or relate to the negligence, recklessness, or willful misconduct of Contractor/Contractor/Vendor and its agents in the performance of services under the awarded contract, but this indemnity does not apply to liability for damages for death or bodily injury to persons, injury to property, or other loss, arising from the sole negligence, willful misconduct or defects in design by the City or the agents, servants, or independent contractors who are directly responsible to City, or arising from the active negligence of City.

Insurance – The Contractor shall maintain throughout the duration of the term of the awarded contract, liability insurance covering the Contractor and designating the City including its elected or appointed officials, directors, officers, agents, employees, volunteers, or Contractors, as additional insured against any and all claims resulting in injury or damage to persons or property (both real and personal) caused by any aspect of the Contractor's work, in amounts no less than the following and with such deductibles as are ordinary and reasonable in keeping with industry standards. It shall be stated, in the Additional Insured Endorsement, that Contractor's insurance policies shall be primary as respects any claims related to or as the result of Contractor's work. Any insurance, pooled coverage, or self-insurance maintained by the City, its elected or appointed officials, directors, officers, agents, employees, volunteers, or Contractors shall be non-contributory.

1) General Liability:

a. General Aggregate \$1,000,000

2) Workers' Compensation:

a. Workers' Compensation Statutory Limits

b. EL Each Accident \$1,000,000

c. EL Disease - Policy Limit \$1,000,000

d. EL Disease - Each Employee \$1,000,000

3) Automobile Liability a. Any vehicle, combined single limit \$1,000,000

The Contractor shall provide thirty (30) days advance notice to the City in the event of material changes or cancellation of any coverage. Certificates of insurance and additional insured endorsements shall be furnished to the City thirty (30) days prior to the effective date of the awarded contract. Refusal to submit such certificates shall constitute a material breach of the awarded contract entitling the City to any and all remedies at law or in equity, including termination of the awarded contract. If proof of insurance required under the awarded contract is not delivered as required or if such insurance is canceled and not adequately replaced, the City shall have the right but not the duty to obtain replacement insurance and to charge the Contractor for any premium due for such coverage. The City has the option to deduct any such premium from the sums due to the Contractor. Insurance is to be placed with insurers authorized and admitted to write insurance in California and with a current A.M. Best's rating of A-:VII or better. Acceptance of insurance from a carrier with a rating lower than A-:VII is subject to approval by the City. The Contractor shall immediately advise the City of any litigation and/or open claims that may affect these insurance policies.

TERMS and CONDITIONS

Applicable Laws – The laws of the State of California will govern the contract. The applicable law for any legal dispute arising out of the contract shall be the law of the State of California. The Bidder shall comply with all federal, state, county and local laws concerning this type of commodity/service. All systems provided by the Bidder shall comply with all applicable federal, state, and local building, fire, safety, and electrical codes and all relevant industry standards.

Equal Employment Opportunity – The Bidder shall comply with all applicable state and federal laws addressing Equal Employment Opportunity.

Independent Contractor Status – It is expressly understood that the Bidder named in any contract entered into by the City is acting as an “independent contractor” and not as an agent or employee of the City of Bradbury.

Default of Contractor/Contractor – The City of Bradbury shall hold the Bidder responsible for any damage that may be sustained by the City or third party because of the failure or neglect of the Bidder to comply with any term or condition listed herein.

Permits and Licenses – The Bidder shall secure and maintain in force during the term of any contract resulting from this RFP all licenses and permits required by law for the operation of its business, including a City of Bradbury Business License.

Assignment – The Bidder shall, under no circumstances, assign any contract awarded as a result of this bid by any means whatsoever, or any part thereof to another party without express written permission of the City of Bradbury.

Award of Contract – Award of any contract arising from any bid submitted as a result of this RFP shall require approval by the City of Bradbury City Council as prescribed by City Ordinance. If a contractor, Contractor or supplier presents additional terms or conditions after a bid award has been made, such award shall be considered VOID.

Rejection of Proposals – The RFP does not commit the City of Bradbury to award any contract. The City reserves the right, at its sole discretion, to reject any or all proposals without penalty, to waive irregularities in any proposals or in the RFP procedures, and to be the final judge as to which bids are responsive, responsible and most qualified. Any proposal that contains items not specified, items that are incorrect, has incomplete portions of items scheduled, or does not respond to items in the manner specified in this RFP may be considered non-responsive and may be rejected on these basis at the sole discretion of the City. Proposals offering less than 90 days for acceptance from the proposed Bid Due Date may be considered non-responsive and may be rejected. Non-award of any proposal will not imply any criticism of the proposal or convey any indication that the proposal was deficient. Non-award of any proposal will mean that either another proposal was deemed to be a lower cost or terms more advantageous to the City of Bradbury, or that no proposal was deemed acceptable.

Public Information

After the date specified for the receipt and opening of the bids, all materials received relative to general service proposals become public information and are available for inspection. The City reserves the right to retain all proposals submitted.

Bidder's Cost to Develop Proposal

Costs for developing proposal in response to this RFP are entirely the obligation of the Bidder and shall not be chargeable in any manner to the City of Bradbury.

Bid Item Descriptions

Grid or annual tree trimming

This is a systematic tree trimming program composed of existing grid or pre-designed streets that are trimmed in their entirety on a set schedule. Trees in a grid will include all size trees, large, medium and small. All trimming shall be in accordance with standards established by the International Society of Arboriculture, American National Standards Institute, and the City of Bradbury. This bid item shall include traffic control, inspection of the subject trees, their surrounding infrastructure, and the related update to the tree inventory.

Full trim (Service request or Special Request)

This bid item shall include the trimming or other maintenance of a tree outside of its regularly scheduled grid trim to rectify a specific problem or residential customer concern. This shall include sign clearance, street light clearance, broken limb removal, or utility line clearance. This bid item shall include traffic control, inspection of the subject trees, their surrounding infrastructure, and the related update to the tree inventory.

Tree Removal

This bid item shall include traffic control, removal of trees and/or stumps, their surrounding infrastructure, and the related update to the tree inventory. Provided that a stump is removed, this bid item shall also include the restoration of the former planting site to grade with compacted soil material.

Tree Planting

This bid item shall include excavation, soil preparation, tree planting in accordance with standards established by the International Society of Arboriculture, American National Standards Institute, and the City of Bradbury. This bid item shall include traffic control and the related update to the tree inventory.

Crew Rental

This bid item shall consist of a maintenance crew of three (3) persons, one chipper truck, one chipper, and one aerial tower truck equipped with all necessary saws and hand tools. All tree work shall be done in accordance with standards established by the International Society of Arboriculture, American National Standards Institute, and the City of Bradbury. This bid item shall include traffic control, inspection of the subject trees, their surrounding infrastructure, and the related update to the tree inventory.

Equipment Rates

The bidder shall provide a standard hourly rate for the utilization of equipment additional to those items of equipment listed with Crew Rental above.

Arborist Services

The bidder shall provide the services of an ISA-certified arborist for consultation with City staff.

Following the award of a tree maintenance and removal contract, the base bid will be utilized by city staff to design a grid trimming system that will maximize the use of existing City tree maintenance budget amounts. Thus the total number of trees to be trimmed under the initial year of an annual grid trimming program is not known at this time.

The Tree Maintenance and Removal Contract will awarded on the basis of the lowest base bid. Base Bid shall be comprised of the total of all unit costs listed in the right-hand column of the following Bid Schedule.

The City of Bradbury may elect to award the Additive Alternate Bid based on the specific list of trees identified in the Additive Alternate bid description. The award of that Alternate may be deferred at the City's sole discretion.

**BID PROPOSAL
TREE MAINTENANCE AND REMOVAL
CITY OF BRADBURY, CALIFORNIA**

The cost of all labor, services, material, equipment and installation necessary for the completion of the work itemized under this schedule, even though not shown or specified, shall be included in the unit price for the various items shown herein. For a description of the work associated with each bid item, see **Bid Item Descriptions** above.

This proposal does not list quantities for the Base Bid. Following the award of a tree maintenance and removal contract, the base bid will be utilized by City staff to design a grid trimming system that will maximize the use of existing City tree maintenance budget amounts. Thus, the total number of trees to be trimmed under the initial year of an annual grid trimming program is not known at this time. It is estimated that current budgeting will allow for the removal and replacement of the trees listed in the Additive Alternate Bid below and for grid trimming of as many as 200 trees. However, these quantities listed in this Bid Schedule are intended only as a guide for the Contractor as to the anticipated order of magnitude of work.

The City of Bradbury reserves the right to increase or decrease the quantity of any item or omit items as may be necessary, and the same shall in no way affect or void the contract, except that appropriate additions or deductions from the contract total price will be made at the stipulated unit price in accordance with these Contract Documents.

The City of Bradbury reserves the right to reject any and all bids, to waive any informality in a bid, and to make awards in the interest of the City of Bradbury.

The Contractor will not be reimbursed for work performed for his convenience, or as required to adapt to field conditions, or for unauthorized work performed outside of that required by the Contract Documents. The proposal schedule shall include all costs for labor, services, material, equipment, and installation associated with completing the work in place per this request for proposals.

AUTHORIZED SIGNATURE: _____

TITLE: _____

DATE: _____

CONTRACTOR'S LICENSE NUMBER: _____

CONTRACTOR'S LICENSE CLASSIFICATION(S): _____

**BID PROPOSAL
TREE MAINTENANCE AND REMOVAL
CITY OF BRADBURY, CALIFORNIA**

The undersigned, as bidder, declares that he/she has examined all of the documents and requirements contained in this request for proposals for the above referenced project, and that he/she will contract with the City of Bradbury on the form of contract provided herewith to do everything necessary for the fulfillment of this contract at the price, and on the terms and conditions therein contained.

The following are included and are to be considered as forming a part of this proposal:

BID PROPOSAL

BID SCHEDULE

BIDDER'S STATEMENT REGARDING INSURANCE COVERAGE

STATEMENT REGARDING CONTRACTOR'S LICENSING LAWS.

We agree if our proposal is accepted and a contract for the performance of the work is entered into with the City of Bradbury, to so plan the work and to prosecute it with such diligence that all of the work shall be completed within a timely manner.

NAME OF BIDDER (FIRM): _____

MAILING ADDRESS: _____

STATE AND TYPE OF INCORPORATION: _____

TELEPHONE NUMBER: _____

AUTHORIZED SIGNATURE: _____

TITLE: _____

DATE: _____

(If Company is a Corporation, provide corporate resolution

Bid Schedule

Grid or Annual Tree Trimming		
Bid Item	Unit	Unit Price
	Per tree	
Full trim (Service request or Special Request)		
Tree Size (dbh)	Unit	Unit Price
0-6"	Per tree	
7-16"	Per tree	
17-24"	Per tree	
25-36"	Per tree	
37" and over	Per tree	
Tree Removal		
Tree and stump	Per dbh	
Tree only	Per dbh	
Stump only	Per stump diameter	
Tree Planting		
15 gallon w/root barrier	Per tree	
15 gallon w/o root barrier	Per tree	
24 inch box w/ root barrier	Per tree	
24 in box w/o root barrier	Per tree	
Crew rental		
Standard time	Per manhour	
Overtime	Per manhour	
Certified Arborist Services		
	Per Hour	
Additional Equipment Rates		
	Per hour	
	Total Base Bid	

Total Base Bid in words:

**PROPOSAL
TREE MAINTENANCE AND REMOVAL
CITY OF BRADBURY, CALIFORNIA**

WORKERS' COMPENSATION INSURANCE CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

DATE: _____

Contractor's Business Name _____
(Contractor)

By: _____
(Signature)

(Title)

Attest: _____

By: _____
(Signature)

(Title)

**STATEMENT REGARDING INSURANCE COVERAGE
TREE MAINTENANCE AND REMOVAL
CITY OF BRADBURY, CALIFORNIA**

The undersigned representative of Bidder hereby certifies that he/she has reviewed the insurance coverage requirements specified herein. Should Bidder be awarded the contract for the work, the undersigned further certifies that Bidder can meet all of these specification requirements for insurance including insurance coverage of his/her subcontractors.

NAME OF BIDDER:

MAILING ADDRESS:

.....

.....

AUTHORIZED SIGNATURE:

TITLE:

DATE:

Proposal Submittal

Please complete the required forms in the enclosed RFP and email forms by Tuesday, January 11, 2022 prior to 5:00pm to:

Sophia Musa
smusa@cityofbradbury.org
Management Analyst
City of Bradbury

Questions can be directed to Sophia Musa at the email listed above and also to the Bradbury City Manager, Kevin Kearney, at kkearney@cityofbradbury.org.

Exhibit A

Exhibit A

CITY OF BRADBURY TREE INVENTORY - Completed November 2015														
Tree ID	Location/No	Street	Landuse	Botanical Species Name	Common Name	Trunk Diam.	Height	Spread	Trunks	Conditn	Defects	Recommended tasks	Utilities	
1	entry	mt. olive dr.	trail, ped	<i>Liquidambar formosana</i>	Chinese sweetgum	7	29	21	1	70		prune/crown reduce	overhead	underg
2	entry	mt. olive dr.	trail, ped	<i>Liquidambar formosana</i>	Chinese sweetgum	5	17	7	1	0	dead	remove tree		round
3	2304	freeborn st.	street	<i>Liquidambar styraciflua</i>	American sweetgum	13	37	27	1	80		prune/crown reduce		
4	2304	freeborn st.	street	<i>Liquidambar styraciflua</i>	American sweetgum	21	43	30	1	80		prune/crown reduce		
5	2402	mt. olive ln.	street	<i>Juniperus species</i>	juniper	9	16	16	4	80	structural/basal scar	inspect/standard		
6	2416	mt. olive ln.	street	<i>Pinus canariensis</i>	Canary Island pine	18	60	21	1	80	structural/co-dominant stems	prune/subordinate		
											water/irrigation on bottom pine trees, don't overspray trunks			
7	2416	mt. olive ln.	street	<i>Pinus canariensis</i>	Canary Island pine	17	55	18	1	90			overhead	
8	median	mt. olive dr.	street	<i>Platanus racemosa</i>	California sycamore	3	15	9	1	80	cultural/staked	remove stakes		
9	350	mt. olive dr.	street	<i>Jacaranda mimosifolia</i>	jacaranda	3	15	9	1	80		inspect/standard		
10	350	mt. olive dr.	street	<i>Jacaranda mimosifolia</i>	jacaranda	6	20	18	1	80	cultural/staked; structural/branch architecture	prune/structural pruning		
11	350	mt. olive dr.	street	<i>Jacaranda mimosifolia</i>	jacaranda	5	20	12	1	80	structural/branch architecture/lean	prune/restoration/crown reduce		
12	350	mt. olive dr.	street	<i>Jacaranda mimosifolia</i>	jacaranda	4	17	15	1	90		prune/restoration/crown reduce	overhead	
13	350	mt. olive dr.	street	<i>Jacaranda mimosifolia</i>	jacaranda	3	16	9	1	0	structural/trunk scar	remove tree		
14	350	mt. olive dr.	street	<i>Jacaranda mimosifolia</i>	jacaranda	5	25	18	1	80	structural/branch architecture	prune/restoration/crown reduce		
15	350	mt. olive dr.	street	<i>Jacaranda mimosifolia</i>	jacaranda	6	25	12	1	80	structural/branch architecture	prune/restoration/crown reduce		
16	260	mt. olive dr.	street	<i>Washingtonia robusta</i>	Mexican fan palm	40	40	11	1	90		inspect/standard		
17	220	mt. olive dr.	street	<i>Rhaphiolepis species</i>	rhapsiolepis	5	11	9	1	80	constructn damage	inspect/standard	overhead	
18	220	mt. olive dr.	street	<i>Rhaphiolepis species</i>	rhapsiolepis	4	9	9	1	90		inspect/standard		
19	220	mt. olive dr.	street	<i>Rhaphiolepis species</i>	rhapsiolepis	4	10	9	1	90		inspect/standard		
20	160	mt. olive dr.	street	<i>Citrus species</i>	citrus	3	5	3	1	80		inspect/standard	overhead	
21	160	mt. olive dr.	street	<i>Citrus species</i>	citrus	3	6	6	1	90	staked	remove stake		
22	160	mt. olive dr.	street	<i>Citrus species</i>	citrus	2	6	6	1	90		inspect/standard	overhead	
23	160	mt. olive dr.	street	<i>Citrus species</i>	citrus	2	6	6	1	90		inspect/standard	overhead	
24	160	mt. olive dr.	street	<i>Citrus species</i>	citrus	3	6	4	1	90	staked	inspect/standard		
25	160	mt. olive dr.	street	<i>Citrus species</i>	citrus	2	6	4	1	90	staked	inspect/standard		
26	160	mt. olive dr.	street	<i>Citrus species</i>	citrus	3	5	6	1	50	structural/split	brace/restoration		
27	160	mt. olive dr.	street	<i>Citrus species</i>	citrus	4	7	9	1	90	staked	inspect/standard		
28	160	mt. olive dr.	street	<i>Citrus species</i>	citrus	2	5	3	1	50	structural/trunk scar	monitor/restoration		
29	160	mt. olive dr.	street	<i>Citrus species</i>	citrus	2	5	5	1	90	staked	inspect/standard		
30	160	mt. olive dr.	street	<i>Citrus species</i>	citrus	3	7	6	1	90	staked	inspect/standard		
31	160	mt. olive dr.	street	<i>Citrus species</i>	citrus	3	6	6	1	80	staked	inspect/standard		
32	160	mt. olive dr.	street	<i>Citrus species</i>	citrus	4	6	7	1	80	staked	inspect/standard		
33	160	mt. olive dr.	street	<i>Citrus species</i>	citrus	4	7	6	1	90	staked	inspect/standard		
35	median	mt. olive dr.	street	<i>Platanus racemosa</i>	California sycamore	3	20	18	1	90	staked	remove stakes		
											restoration/root collar; add mulch			
36	median	mt. olive dr.	street	<i>Platanus racemosa</i>	California sycamore	6	20	15	1	80	cultural/root collar missing			
											structural/branch architecture/branch tearout			
37	entrance	mt. olive dr.	trail, ped	<i>Jacaranda mimosifolia</i>	jacaranda	9	25	24	1	50	cultural/root collar missing	restoration/root collar; add mulch		
											structural/branch tearout/			
38	entrance	mt. olive dr.	trail, ped	<i>Lagerstroemia indica</i>	crape myrtle	8	19	20	1	50	trunk cavity/termites	restoration; add mulch		
39	entrance	mt. olive dr.	trail, ped	<i>Liquidambar formosana</i>	Chinese sweetgum	6	25	18	1	80		add mulch	overhead	
												prune/restoration/crown		
40	entrance	mt. olive dr.	trail, ped	<i>Liquidambar formosana</i>	Chinese sweetgum	10	35	21	1	70	structural/branch tearout	reduce; add mulch	overhead	
41	entrance	mt. olive dr.	trail, ped	<i>Liquidambar styraciflua</i>	American sweetgum	2	10	4	1	80		add mulch	overhead	
42	entrance	mt. olive dr.	trail, ped	<i>Liquidambar formosana</i>	Chinese sweetgum	8	30	21	1	90		add mulch	overhead	

TABLE 1

43	2332	gardi st.	street	<i>Prunus cerasifera</i>	purple leaf plum	8	13	12	1	80		inspect/standard		
44	2325	gardi st.	street	<i>Washingtonia filifera</i>	California fan palm	17	17	21	1	90		inspect/standard		
45	2319	gardi st.	street	<i>Calocedrus decurrens</i>	incense cedar	27	30	21	1	90	cultural & Structural/topped	inspect/standard		
46	2307	gardi st.	street	<i>Ulmus parvifolia</i>	Chinese elm	19	55	51	1	70	cultural & Structural/topped	prune/crown reduce		
47	2307	gardi st.	street	<i>Koelreuteria bipinnata</i>	Chinese flame tree	21	30	27	1	70	cultural & Structural/topped	prune/restoration		
48	2304	freeborn st.	street	<i>Cedrus atlantica</i>	Atlas cedar	24	50	50	1	80		inspect/standard		
49	2304	freeborn st.	street	<i>Cedrus atlantica</i>	Atlas cedar	29	60	48	1	80		inspect/standard		
50	2331	freeborn st.	street	<i>Liquidambar styraciflua</i>	American sweetgum	17	18	27	1	80	cultural & Structural/topped	inspect/standard	overhead	
51	2331	freeborn st.	street	<i>Liquidambar styraciflua</i>	American sweetgum	13	25	18	1	70	cultural & Structural/topped	inspect/standard		
52	2316	elda st.	street	<i>Acer saccharinum</i>	silver maple	29	40	36	1	30	Structural/topped/trunk decay and cavity;conk/fungus fruit	risk assessment		
53	2324	elda st.	street	<i>Cupaniopsis anacardioides</i>	carrotwood tree	25	21	17	1	70	cultural & Structural/topped	inspect/standard		
54	2330	elda st.	street	<i>Schinus molle</i>	California pepper	8	12	15	1	80	cultural & Structural/topped/staked	remove stake		
55	2330	elda st.	street	<i>Schinus molle</i>	California pepper	7	15	12	1	80		inspect/standard	overhead	
56	2334	elda st.	street	<i>Lagerstroemia indica</i>	crape myrtle	14	17	18	2	80		inspect/standard		
57	2334	elda st.	street	<i>Lagerstroemia indica</i>	crape myrtle	8	15	18	2	80		inspect/standard		
58	2334	elda st.	street	<i>Lagerstroemia indica</i>	crape myrtle	14	17	18	5	80		inspect/standard		
59	2325	elda st.	street	<i>Acer saccharinum</i>	silver maple	25	30	24	1	30	cultural & Structural/topped; branch tearout/broken/dieback-major	risk assessment		
60	2317	elda st.	street	<i>Acer saccharinum</i>	silver maple	24	30	24	1	0	dead	remove		
61	2317	elda st.	street	<i>Washingtonia filifera</i>	California fan palm	16	16	18	1	90		inspect/standard		
62	2311	elda st.	street	<i>Pistacia chinensis</i>	Chinese pistache	1	8	2	1	80	staked	remove stake		
63	2305	elda st.	street	<i>Acer saccharinum</i>	silver maple	33	55	51	1	70	Structural/branch tearout	monitor;		
64	646	spring point dr.	street	<i>Callistemon citrinus</i>	lemon bottlebrush	11	15	9	1	70	cultural & Structural/topped/branch	prune/restoration		
65	632	spring point dr.	street	<i>Callistemon citrinus</i>	lemon bottlebrush	9	20	15	1	80		inspect/standard		
66	632	spring point dr.	street	<i>Albizia julibrissin</i>	silk tree	16	35	25	1	50	Structural/topped/trunk scar/branch tearout	prune/restoration		
67	620	spring point dr.	street	<i>Callistemon citrinus</i>	lemon bottlebrush	8	17	10	1	70	Structural/lean	inspect/standard		
68	620	spring point dr.	street	<i>Albizia julibrissin</i>	silk tree	16	24	22	1	70	Structural/stem girdling root	Monitor for PSHB		
69	606	spring point dr.	street	<i>Albizia julibrissin</i>	silk tree	17	17	27	1	50	cultural & Structural/topped	inspect for restoration		
70	2251	oak shade rd.	street	<i>Albizia julibrissin</i>	silk tree	12	25	21	1	30	Structural/topped/branch tearout; insects/disease	risk assessment		
71	2251	oak shade rd.	street	<i>Robinia pseudoacacia</i>	black locust	7	15	12	1	30	cultural & Structural/topped	inspect for restoration		
72	2241	oak shade rd.	street	<i>Albizia julibrissin</i>	silk tree	15	30	40	1	30	cultural & Structural/topped	inspect for restoration or		
73	2241	oak shade rd.	street	<i>Callistemon citrinus</i>	lemon bottlebrush	9	18	12	1	70	Structural/topped/trunk	removal	overhead	
74	2233	oak shade rd.	street	<i>Pistacia chinensis</i>	chinese pistache	4	15	12	1	80		inspect/standard		
75	2232	oak shade rd.	street	<i>Quercus agrifolia</i>	coast live oak	17	28	33	1	90		inspect/standard		
76	2242	oak shade rd.	street	<i>Quercus virginiana</i>	southern live oak	10	18	16	6	80		inspect/standard	overhead	
77	2242	oak shade rd.	street	<i>Callistemon citrinus</i>	lemon bottlebrush	9	15	15	1	80		inspect/standard	overhead	
78	2242	oak shade rd.	street	<i>Morus alba</i>	fruitless mulberry	17	20	24	1	80	Structural/stem girdling root; cultural/topped	inspect/standard		
79	627	spring point dr.	street	<i>Albizia julibrissin</i>	silk tree	11	35	35	1	50	Structural/topped/trunk	inspect for restoration		
80	627	spring point dr.	street	<i>Callistemon citrinus</i>	lemon bottlebrush	11	20	15	1	80	scar/branch tearout	inspect/standard		

TABLE 1

81	627	spring point dr.	street	<i>Albizia julibrissin</i>	silk tree	7	15	15	1	30	structural/trunk wound, crown decay/dieback major	inspect for restoration or removal		
82	2239	gardi st.	street	<i>Callistemon citrinus</i>	lemon bottlebrush	9	20	15	1	50	cultural & Structural/topped structural/branch architecture/co-dominant stems	inspect/standard		
83	2239	gardi st.	street	<i>Albizia julibrissin</i>	silk tree	10	25	33	2	50		inspect for restoration		
84	2239	gardi st.	street	<i>Persea americana</i>	avocado	8	25	9	4	30	structural/dead top	inspect for restoration or removal		
85	2239	gardi st.	street	<i>Callistemon citrinus</i>	lemon bottlebrush	9	20	12	1	80		inspect/standard		
86	2239	gardi st.	street	<i>Juniperus chinensis 'torulosa'</i>	Hollywood juniper	16	21	18	3	80		inspect/standard		
87	2239	gardi st.	street	<i>Juniperus chinensis 'torulosa'</i>	Hollywood juniper	17	20	18	2	80		inspect/standard		
88	2165	gardi st.	street	<i>Pyrus species</i>	pear	12	12	10	1	0	dead	remove		
89	638	fairlee ave.	street	<i>Pinus thunbergii</i>	Japanese black pine	8	12	12	1	80		inspect/standard		
90	609	fairlee ave.	street	<i>Lagerstroemia indica</i>	crape myrtle	8	33	24	1	90	cultural/root collar missing	restoration/root collar		
91	609	fairlee ave.	street	<i>Lagerstroemia indica</i>	crape myrtle	7	20	36	1	90	cultural/root collar missing	restoration/root collar		
92	609	fairlee ave.	street	<i>Lagerstroemia indica</i>	crape myrtle	4	15	30	1	80	cultural/root collar missing	restoration/root collar		
93	609	fairlee ave.	street	<i>Lagerstroemia indica</i>	crape myrtle	4	20	16	1	50	cultural/root collar missing/dieback-major	inspect for restoration/restoration/root		
94	623	fairlee ave.	street	<i>Pinus halepensis</i>	Aleppo pine	17	55	21	1	70	Structural/lean	inspect/standard	overhead	
95	623	fairlee ave.	street	<i>Albizia julibrissin</i>	silk tree	18	50	27	1	30	structural/trunk cavity	inspect for removal	overhead	
96	623	fairlee ave.	street	<i>Pinus halepensis</i>	Aleppo pine	10	18	15	1	30	Structural/lean	inspect for removal	overhead	
97	637	fairlee ave.	street	<i>Pinus halepensis</i>	Aleppo pine	19	25	27	1	80	cultural/cable in crown	restoration/root collar	overhead	
98	637	fairlee ave.	street	<i>Pinus halepensis</i>	Aleppo pine	15	25	30	1	80	cultural/cable in crown	inspect/standard	overhead	
99	2133	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	4	20	12	1	80	structural/one-sided	inspect/standard		
100	2133	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	7	20	12	1	80	cultural/lawnmower	inspect/standard		
101	2127	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	6	20	21	1	50	Structural/lean	inspect for restoration		
102	2127	gardi st.	street	<i>Ficus species</i>	fig	9	20	21	1	90		inspect/standard		
103	2115	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	7	23	21	1	80	structural/branch tearout	inspect/standard		
104	2051	gardi st.	street	<i>Washingtonia filifera</i>	California fan palm	24	24	12	1	90		inspect/standard		
105	2031	gardi st.	street	<i>Washingtonia robusta</i>	Mexican fan palm	45	45	16	1	90		inspect/standard		
106	2031	gardi st.	street	<i>Washingtonia robusta</i>	Mexican fan palm	65	65	9	1	90		inspect/standard		
107	2031	gardi st.	street	<i>Washingtonia robusta</i>	Mexican fan palm	50	50	12	1	90		inspect/standard		
108	2060	gardi st.	street	<i>Quercus agrifolia</i>	coast live oak	29	15	10	1	70	cultural & structural/topped/crown	restoration/root collar	overhead	
109	2122	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	9	23	27	7	80	cultural/lawnmower	inspect/standard		
110	2138	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	8	21	21	1	90		inspect/standard		
111	2138	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	6	20	21	1	80	Structural/branch tearout	inspect/standard		
112	2144	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	9	30	24	1	80		inspect/standard		
113	2204	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	6	20	16	1	70		inspect/standard		
114	2204	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	4	15	5	4	50	cultural/root collar missing	restoration/root collar		
115	2204	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	4	18	9	1	50	cultural/cable in crown/cultural/root collar	restoration/root collar		
116	2204	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	6	25	15	1	70	structural/branch tearout	inspect/standard	overhead	
117	2214	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	7	25	18	1	90		inspect/standard	overhead	
118	2214	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	5	20	15	1	80	Structural/lean	inspect/standard	overhead	

TABLE 1

119	2214	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	8	25	15	1	80		inspect/standard	overhead	
120	2214	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	8	25	21	1	80		inspect/standard	overhead	
121	2214	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	8	25	18	1	90		inspect/standard	overhead	
122	2214	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	7	25	18	1	90		inspect/standard	overhead	
123	2238	gardi st.	street	<i>Magnolia grandiflora</i>	southern magnolia	2	9	6	1	90		inspect/standard	overhead	
124	2238	gardi st.	street	<i>Magnolia grandiflora</i>	southern magnolia	2	8	4	1	90		inspect/standard	overhead	
125	2238	gardi st.	street	<i>Magnolia grandiflora</i>	southern magnolia	2	7	4	1	90		inspect/standard		
126	2238	gardi st.	street	<i>Magnolia grandiflora</i>	southern magnolia	2	9	5	1	90		inspect/standard		
127	2254	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	2	7	6	1	30	cultural/root collar missing	restoration/root collar/adjust water		
128	2254	gardi st.	street	<i>Lagerstroemia indica</i>	crape myrtle	7	20	18	1	80	cultural/lawnmower	adjust water/mulch	overhead	
129	742	braewood/along royal oak	street	<i>Lagerstroemia indica</i>	crape myrtle	3	15	12	1	70		adjust water/mulch		
130	742	braewood/along royal oak	street	<i>Lagerstroemia indica</i>	crape myrtle	4	19	18	1	70		adjust water/mulch		
131	742	braewood dr.	street	<i>Lagerstroemia indica</i>	crape myrtle	11	25	21	4	80		adjust water/mulch		
132	722	braewood dr.	street	<i>Lagerstroemia indica</i>	crape myrtle	8	28	18	1	80	structural/one-sided	inspect/standard		
133	710	braewood dr.	street	<i>Quercus virginiana</i>	southern live oak	22	33	48	1	80		inspect/standard		
134	721	braewood dr.	street	<i>Cupaniopsis anacardioides</i>	carrotwood tree	21	35	36	3	70	structural/trunk cavity/topped/stem girdling	prune/restoration/crown reduce		
135	733	braewood dr.	street	<i>Lagerstroemia indica</i>	crape myrtle	10	25	24	1	90		inspect/standard		
136	733	braewood dr.	street	<i>Lagerstroemia indica</i>	crape myrtle	8	18	34	1	80		inspect/standard		
137	743	braewood/along royal oak	street	<i>Lagerstroemia indica</i>	crape myrtle	4	22	12	1	70	structural/one-sided	prune/restoration/crown reduce	overhead	
138	tag 01	n. royal oaks dr.	trail, ped	<i>Pinus halepensis</i>	Aleppo pine	25	55	42	1	80		inspect/standard	overhead	
139	tag 02	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	8	35	12	1	0	structural/dieback major/root collar missing	inspect/standard		
140	tag 03	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	13	45	29	1	80	Structural/stem girdling root	inspect/standard		
141	tag 04	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	11	40	26	1	70	stem girdling roo	inspect/standard		
142	tag 05	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	13	40	27	1	90		inspect/standard		
143	tag 06	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	7	32	21	1	50	structural/dieback-minor/insects	inspect for restoration		
144	tag 07	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	4	24	12	1	50	structural/dieback-minor/root collar missing	inspect for restoration		
145	no tag	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	12	45	29	1	90	Structural/stem girdling root	inspect/standard		
146	tag 09	n. royal oaks dr.	trail, ped	<i>Lagerstroemia indica</i>	crape myrtle	2	12	6	1	80		inspect/standard		
147	tag 10	n. royal oaks dr.	trail, ped	<i>Lagerstroemia indica</i>	crape myrtle	3	16	9	1	90		inspect/standard		
148	tag 11	n. royal oaks dr.	trail, ped	<i>Lagerstroemia indica</i>	crape myrtle	1	16	5	1	0	structural/dieback-major/root collar missing	remove	overhead	
149	tag 12	n. royal oaks dr.	trail, ped	<i>Lagerstroemia indica</i>	crape myrtle	1	12	6	1	80	structural/one-sided	inspect/standard		
150	tag 13	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	13	30	26	1	90		inspect/standard		
151	tag 14	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	10	25	18	1	80	structural/one-sided	prune elm tree on Duarte side to allow balanced development		
152	no tag	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	8	28	20	1	80		inspect/standard		
153	no tag	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	9	35	30	1	80	structural/dieback-minor	inspect/standard		
154	no tag	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	7	25	15	1	0	dead	remove		
155	tag 18	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	7	25	15	1	0	dead	remove		
156	tag 19	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	12	35	18	1	80	structural/one-sided	prune away neighboring elm tree		
157	no tag	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	12	30	24	1	80	structural/root collar missing	restoration/root collar/remove plants from the trunk base		
158	no tag	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	14	24	24	1	90		inspect		
159	no tag	n. royal oaks dr.	trail, ped	<i>Quercus ilex</i>	holly oak	5	26	15	1	70	structural/one-sided	prune	overhead	
160	no tag	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	7	18	18	1	30	structural/one-sided/branch architecture	inspect for restoration or removal		
161	no tag	n. royal oaks dr.	trail, ped	<i>Quercus ilex</i>	holly oak	7	25	18	1	50	structural/branch architecture	inspect for restoration		

TABLE 1

162	no tag	n. royal oaks dr.	trail, ped	<i>Quercus ilex</i>	holly oak	8	33	15	1	70	structural/trunk scar/co-dominant stems	prune/restoration		
163	no tag	n. royal oaks dr.	trail, ped	<i>Lagerstroemia indica</i>	crape myrtle	5	22	12	3	80	structural/root collar missing	inspect/standard		
164	no tag	n. royal oaks dr.	trail, ped	<i>Handroanthus heptaphyllus</i>	pink trumpet tree	1	9	4	1	30	structural/branch tearout	inspect for restoration or removal		
165	no tag	n. royal oaks dr.	trail, ped	<i>Handroanthus heptaphyllus</i>	pink trumpet tree	5	18	21	1	70	structural/branch tearout/root collar missing	prune/restoration		
166	tag 24	n. royal oaks dr.	trail, ped	<i>Handroanthus heptaphyllus</i>	pink trumpet tree	4	17	12	1	70	structural/dieback-minor/one-sided/root collar missing	prune/restoration/root collar/remove plants from the trunk base		
167	tag 26	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	14	55	25	1	90		inspect/standard		
168	tag 27	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	11	50	22	1	90		inspect/standard		
169	no tag	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	13	50	24	1	90		inspect/standard		
170	no tag	n. royal oaks dr.	trail, ped	<i>Quercus ilex</i>	holly oak	8	34	30	1	80	structural/branch architecture	prune/restoration		
171	tag 30	n. royal oaks dr.	trail, ped	<i>Schinus terebinthifolius</i>	Brazilian pepper	15	22	23	1	70	structural/branch tearout	prune/crown clean		
172	no tag	n. royal oaks dr.	trail, ped	<i>Quercus agrifolia</i>	coast live oak	15	35	30	1	80		prune/restoration/root collar/remove plants from the trunk base		
173	no tag	n. royal oaks dr.	trail, ped	<i>Quercus agrifolia</i>	coast live oak	12	28	21	1	80	structural/one-sided/root collar missing/flush pruning cuts	prune/restoration/crown reduce		
174	no tag	n. royal oaks dr.	trail, ped	<i>Quercus agrifolia</i>	coast live oak	24	30	39	1	30	structural/trunk decay/co-dominant stems/dieback-major/insects-disease	risk assessment		
175	no tag	n. royal oaks dr.	trail, ped	<i>Handroanthus heptaphyllus</i>	pink trumpet tree	3	15	12	1	30	structural/one-sided/root collar missing/staked	remove stake/root collar restoration		
176	no tag	n. royal oaks dr.	trail, ped	<i>Handroanthus heptaphyllus</i>	pink trumpet tree	1	8	4	1	0	dead	remove		
177	tag 34	n. royal oaks dr.	trail, ped	<i>Handroanthus heptaphyllus</i>	pink trumpet tree	1	8	6	1	0	dead	remove		
178	tag 35	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	17	35	27	1	50	structural/root collar missing/dieback-minor	prune/restoration/root collar/remove plants from the trunk base		
179	no tag	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	12	30	24	1	70	structural/root collar missing/dieback-minor	prune/restoration/root collar/remove plants from the trunk base		
180	no tag	n. royal oaks dr.	trail, ped	<i>Quercus agrifolia</i>	coast live oak	11	22	29	1	50	structural/branch architecture/flush pruning cuts	inspect for restoration		
181	tag 38	n. royal oaks dr.	trail, ped	<i>Quercus agrifolia</i>	coast live oak	10	24	21	1	80		inspect/standard		
182	no tag	n. royal oaks dr.	trail, ped	<i>Quercus agrifolia</i>	coast live oak	8	25	24	1	50	cultural & Structural/topped/flush	inspect for restoration		
183	no tag	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	11	33	27	1	90		inspect/standard	overhead	
184	no tag	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	14	40	30	1	90		inspect/standard		
185	no tag	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	9	40	21	1	70	structural/dieback-minor	prune/crown reduce		
186	tag 43	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	6	35	21	1	70	structural/dieback-minor/root collar missing	root collar/restoration; prune/crown reduce		
187	tag 44	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	7	18	12	1	70	structural/one-sided/branch architecture/lean	prune/restoration		
188	tag 45	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	4	10	6	1	50	structural/dieback-minor/root collar missing	inspect for restoration		
189	tag 46	n. royal oaks dr.	trail, ped	<i>Koelreuteria bipinnata</i>	Chinese flame tree	2	17	9	1	30	structural/dieback-major/girdled	remove		
190	tag 47	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	8	25	10	1	30	structural/dieback-major	inspect for restoration or removal		
191	tag 48	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	8	27	30	1	90		inspect/standard		
192	tag 49	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	10	40	30	1	70	structural/dieback-minor/root collar missing	root collar restoration/prune for restoration		
193	tag 50	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	8	34	21	1	70	structural/dieback-minor/root collar missing	root collar restoration/prune for restoration		
194	tag 51	n. royal oaks dr.	trail, ped	<i>Lagerstroemia indica</i>	crape myrtle	3	15	9	1	80		inspect/standard		

TABLE 1

195	tag 52	n. royal oaks dr.	trail, ped	<i>Lagerstroemia indica</i>	crape myrtle	2	20	9	1	70	structural/one-sided/flush pruning cuts	inspect/standard		
196	tag 53	n. royal oaks dr.	trail, ped	<i>Quercus agrifolia</i>	coast live oak	18	30	48	1	80		inspect/standard		
197	tag 54	n. royal oaks dr.	trail, ped	<i>Lagerstroemia indica</i>	crape myrtle	2	13	6	1	80	structural/root collar missing	root collar restoration		
198	tag 55	n. royal oaks dr.	trail, ped	<i>Lagerstroemia indica</i>	crape myrtle	2	13	6	1	80	staked	remove stake		
199	tag 56	n. royal oaks dr.	trail, ped	<i>Lagerstroemia indica</i>	crape myrtle	2	15	8	1	80	structural/root collar missing	root collar restoration		
200	no tag	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	7	19	18	1	80	flush pruning cuts	inspect/standard		
201	tag 58	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	8	25	12	1	70	structural/branch architecture/flush pruning cuts	inspect		
202	tag 59	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	6	25	10	1	80		inspect/standard		
203	no tag	n. royal oaks dr.	trail, ped	<i>Quercus agrifolia</i>	coast live oak	9	23	27	1	70	structural/branch architecture/branch tearout	inspect/standard		
204	tag 61	n. royal oaks dr.	trail, ped	<i>Quercus agrifolia</i>	cork live oak	6	19	15	1	30	structural/dieback-major	inspect for restoration/monitor		
205	tag 62	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	8	20	15	1	50	structural/dieback-minor	inspect for restoration		
206	tag 67	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	9	25	12	1	30	structural/dieback-minor/trunk decay/lean	risk assessment		
207	no tag	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	12	25	14	1	50	structural/dieback-minor/basal decay	risk assessment		
208	no tag	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	6	22	12	1	50	structural/dieback-minor/basal scar	prune/restoration/root collar/remove plants from the trunk base.		
209	no tag	n. royal oaks dr.	trail, ped	<i>Platanus x acerifolia</i>	London plane tree	11	40	33	1	70	structural/dieback-minor	inspect/standard		
210	no tag	n. royal oaks dr.	trail, ped	<i>Platanus x acerifolia</i>	London plane tree	10	40	24	1	70	structural/dieback-minor	inspect/standard		
211	no tag	n. royal oaks dr.	trail, ped	<i>Platanus x acerifolia</i>	London plane tree	10	40	27	1	70	structural/dieback-minor	inspect/standard		
212	no tag	n. royal oaks dr.	trail, ped	<i>Platanus x acerifolia</i>	London plane tree	8	30	27	1	70	structural/dieback-minor	prune/crown reduce		
213	no tag	n. royal oaks dr.	trail, ped	<i>Platanus x acerifolia</i>	London plane tree	7	32	21	1	70	structural/dieback-minor	inspect/standard		
214	no tag	n. royal oaks dr.	trail, ped	<i>Platanus x acerifolia</i>	London plane tree	9	35	27	1	70	structural/dieback-minor	inspect/standard		
215	tag 76	n. royal oaks dr.	trail, ped	<i>Quercus agrifolia</i>	coast live oak	13	32	36	1	80	structural/branch architecture	prune/crown clean		
216	no tag	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	13	25	24	1	80		inspect/standard		
217	no tag	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	10	24	12	1	80		inspect/standard		
218	no tag	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	13	25	24	1	80	flush pruning cuts	inspect/standard		
219	tag 79	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	12	25	24	1	80		inspect/standard		
220	no tag	n. royal oaks dr.	trail, ped	<i>Quercus suber</i>	cork oak	13	25	18	1	90		inspect/standard		
221	no tag	n. royal oaks dr.	trail, ped	<i>Platanus x acerifolia</i>	London plane tree	8	30	24	1	70	structural/dieback-minor	inspect/standard		
222	tag 82	n. royal oaks dr.	trail, ped	<i>Platanus racemosa</i>	California sycamore	50	15	33	1	90		inspect/standard		
223	1849	royal oaks dr.	street	<i>Syagrus romanzoffiana</i>	queen palm	23	23	5	1	70		inspect/standard	overhead	
224	1835	royal oaks dr.	street	<i>Quercus suber</i>	cork oak	40	40	64	1	90		inspect/standard	overhead	
225	1835	royal oaks dr.	street	<i>Quercus suber</i>	cork oak	30	40	66	1	80	cultural/bolt in trunk	inspect/standard	overhead	
226	1825	royal oaks dr.	street	<i>Quercus suber</i>	cork oak	30	45	45	1	80		inspect/standard	overhead	underg round
227	1825	royal oaks dr.	street	<i>Quercus suber</i>	cork oak	28	45	45	1	90		inspect/standard	overhead	
228	1825	royal oaks dr.	street	<i>Quercus suber</i>	cork oak	40	50	63	1	90		inspect/standard	overhead	
229	1825	royal oaks dr.	street	<i>Quercus suber</i>	cork oak	38	45	57	1	90		inspect/standard	overhead	underg round
230	1775	royal oaks dr.	street	<i>Afrocarpus macrophyllus</i>	yew pine	7	22	12	1	70	structural/co-dominant stems	inspect/standard		
231	611	winston ave.	street	<i>Quercus agrifolia</i>	coast live oak	11	30	26	1	80	structural/one-sided	inspect/standard	overhead	underg round
232	611	winston ave.	street	<i>Quercus agrifolia</i>	coast live oak	5	20	12	1	70	structural/one-sided/root collar missing/girdled	inspect/standard	overhead	underg round
233	728	winston/along royal oaks	street	<i>Lagerstroemia indica</i>	crape myrtle	3	12	9	1	30	crowded by other trees	inspect for restoration or removal	overhead	
234	728	winston/along royal oaks	street	<i>Lagerstroemia indica</i>	crape myrtle	3	15	15	1	80		inspect/standard	overhead	
235	728	winston ave.	street	<i>Cupaniopsis anacardioides</i>	carrotwood tree	11	23	24	1	70	structural/branch architecture	inspect/standard		

TABLE 1

236	612	winston ave.	street	<i>Eucalyptus sideroxylon</i>	ironbark, rosy-red	30	45	27	2	70	cultural & Structural/topped/insects,oth	inspect/standard		
237	612	winston ave.	street	<i>Lagerstroemia indica</i>	crape myrtle	7	18	12	1	70	cultural & Structural/topped	inspect/standard		
238	528	winston ave.	street	<i>Quercus agrifolia</i>	coast live oak	24	35	48	1	80		inspect/standard		
239	510	winston ave.	street	<i>Quercus agrifolia</i>	coast live oak	28	28	18	2	30	structural/one-sided/co-dominant stems/root collar missing/topped	risk assessment	overhead	
240	510	winston ave.	street	<i>Quercus agrifolia</i>	coast live oak	22	42	33	1	80	structural/branch tearout	inspect/standard	overhead	
241	510	winston ave.	street	<i>Quercus agrifolia</i>	coast live oak	17	30	30	1	50	structural/branch tearout/trunk cavity, structural/branch tearout/crown scar	inspect for restoration		
242	510	winston ave.	street	<i>Quercus agrifolia</i>	coast live oak	18	35	33	1	50		inspect for restoration		
243	510	winston ave.	street	<i>Quercus agrifolia</i>	coast live oak	18	38	36	1	80		inspect/standard	overhead	
245	1524	e. lemon ave.	street	<i>Quercus agrifolia</i>	coast live oak	31	37	51	1	90		inspect/standard	overhead	
246	easment	e. lemon ave.	trail, eques	<i>Quercus agrifolia</i>	coast live oak	25	52	54	1	80	structural/trunk wound/root collar missing	restoration/root collar		
247	easment	e. lemon ave.	trail, eques	<i>Quercus agrifolia</i>	coast live oak	27	45	45	1	80	structural/root collar missing	restoration/root collar		
248	1775	royal oaks dr.	street	<i>Quercus suber</i>	cork oak	11	30	27	1	80		inspect/standard	overhead	
249	1775	royal oaks dr.	street	<i>Quercus suber</i>	cork oak	37	45	66	1	80		inspect/standard	overhead	
250	1775	royal oaks dr.	street	<i>Quercus suber</i>	cork oak	9	27	18	1	80		inspect/standard	overhead	
251	600	winston ave.	municipal	<i>Quercus agrifolia</i>	coast live oak	16	30	36	1	80		inspect/standard		
252	600	winston ave.	municipal	<i>Quercus agrifolia</i>	coast live oak	26	28	36	1	70	structural/co-dominant stems/root collar missing structural/dieback-minor/trunk decay/root collar missing/conk/fungus fruiting structural/lean	prune/subordinate and restore/root collar restoration		
253	600	winston ave.	municipal	<i>Quercus agrifolia</i>	coast live oak	18	28	28	1	30		monitor/risk assessment		
254	600	winston ave.	municipal	<i>Quercus agrifolia</i>	coast live oak	10	23	18	1	70		inspect for restoration		
255	600	winston ave.	municipal	<i>Quercus agrifolia</i>	coast live oak	26	45	39	1	90		inspect/standard		
256	600	winston ave.	municipal	<i>Quercus agrifolia</i>	coast live oak	4	15	10	2	70		inspect/standard		
257	600	winston ave.	municipal	<i>Quercus agrifolia</i>	coast live oak	12	35	18	1	70	structural/one-sided	inspect/standard		
258	600	winston ave.	municipal	<i>Quercus agrifolia</i>	coast live oak	12	30	30	1	90	structural/one-sided/root collar missing structural/co-dominant stems/included bark/root collar missing structural/co-dominant stems/included bark/root collar missing structural/lean/root collar missing	root collar restoration		
259	600	winston ave.	municipal	<i>Quercus agrifolia</i>	coast live oak	18	30	33	1	70		root collar restoration		
260	600	winston ave.	municipal	<i>Quercus agrifolia</i>	coast live oak	22	40	27	1	70		root collar restoration		
261	600	winston ave.	municipal	<i>Quercus agrifolia</i>	coast live oak	19	33	30	1	70		root collar restoration		
262	600	winston ave.	municipal	<i>Quercus agrifolia</i>	coast live oak	18	30	51	1	70	structural/trunk cavity/root collar missing	root collar restoration		
263	600	winston ave.	municipal	<i>Quercus agrifolia</i>	coast live oak	15	50	33	1	70	structural/crown scar/root collar missing	root collar restoration		
264	600	winston ave.	municipal	<i>Prunus ilicifolia ssp. lyonii</i>	Catalina cherry	1	6	3	1	80		monitor young trees/standard		
265	600	winston ave.	municipal	<i>Pinus coulteri</i>	Coulter pine	20	50	36	1	70	structural/dieback-minor	monitor - post construction		
266	600	winston ave. s/sd/o off	municipal	<i>Arbutus marina</i>	strawberry tree	2	11	6	1	90		monitor young trees/standard		
267	600	winston ave. s/sd/o off	municipal	<i>Lyonothamnus floribundus ssp. asplenifolius</i>	Catalina ironwood	1	9	6	1	90		monitor young trees/standard		
268	600	winston ave. s/sd/o off	municipal	<i>Cercis occidentalis</i>	western redbud	3	8	10	1	90		monitor young trees/standard		
269	600	winston ave. w/sd/o off	municipal	<i>Lyonothamnus floribundus ssp. asplenifolius</i>	Catalina ironwood	1	7	3	1	90		monitor young trees/standard		
270	600	winston ave. w/sd/o off	municipal	<i>Olea europaea</i>	olive, fruitless	6	13	9	7	90		monitor young trees/standard		
271	600	winston ave. n/sd/o off	municipal	<i>Cercis occidentalis</i>	western redbud	3	9	6	1	90		monitor young trees/standard		
272	600	winston ave. n/sd/o off	municipal	<i>Arbutus marina</i>	strawberry tree	1	8	3	1	90		monitor young trees/standard		
273	600	winston ave. n/sd/o off	municipal	<i>Prunus caroliniana</i>	laurel cherry	3	19	13	2	80		inspect/standard		
274	600	winston ave. w/sd/o off	municipal	<i>Chilopsis linearis</i>	desert willow	8	14	18	4	90		inspect/standard		

TABLE 1

275	600	winston ave. w/sd/o off	municipal	<i>Cercis occidentalis</i>	western redbud	4	10	12	7	90		inspect/standard		
276	600	winston ave. along rd	municipal	<i>Cercis occidentalis</i>	western redbud	3	8	6	4	90		inspect/standard		
277	600	winston ave. along rd	municipal	<i>Cercidium floridum</i>	blue palo verde 'Desert Museum'	9	15	21	3	70		inspect/standard		
278	600	winston ave. along rd	municipal	<i>Chilopsis linearis</i>	desert willow	10	14	15	4	90		inspect/standard		
279	600	winston ave. along rd	municipal	<i>Chilopsis linearis</i>	desert willow	10	16	12	3	90		inspect/standard		
280	600	winston ave. along rd	municipal	<i>Quercus agrifolia</i>	coast live oak	27	47	50	1	70	structural/dieback-minor/root collar missing	root collar restoration	overhead	

Attachment #2



January 10, 2022

City of Bradbury
Attn: Sophia Musa
600 Winston Avenue
Bradbury, CA 91008

RE: RFP: Tree Maintenance Services
Due: Tuesday, January 11, 2022 at 05:00PM

To whom it may concern;

Thank you for allowing West Coast Arborists, Inc. (WCA) the opportunity to submit a proposal for tree maintenance services for the City of Bradbury. WCA is a family-owned and operated company employing over 1,000 full-time employees providing various tasks to achieve one goal: serving communities who care about trees. We have reviewed, understand, and agree to the terms and conditions described in this RFP. We also hereby acknowledge that we meet the minimum requirements and responded to each of these requirements to the best of our ability. Our proposal is valid for a minimum of 90 days.

WCA's corporate values include listening to customers and employees to help improve services offered. By establishing clear goals and expectations for the organization, supporting its diverse teams, and exchanging frequent feedback from customers and employees, we are able to provide 'gold standard' tree care services. WCA's top management team has created a culture where employees become accountable for actions and results. Our Tree Care Industry Association (TCIA) company-wide accreditation is evidence of the commitment WCA has to our safety and training programs, customer satisfaction and our capacity to maintain industry standards.

WCA has a 49-year track record of working for more than 330 California and Arizona municipalities as well as other various agencies. Our company has been in business since 1972 and is licensed by the California State Contractors License Board under license #366764. We have held this license in good standing since 1978. The license specializes in Class C61 (Tree Service), Class C27 (Landscaping) and Class C31(Traffic Control). We currently employ over 80 Certified Arborists and over 150 Certified Tree workers, as recognized by the International Society of Arboriculture. WCA is also registered with the Department of Industrial Relations (DIR) for Public Works projects, our registration number is 1000000956. All work will be performed in-house; no subcontractors will be used.

Our employees will operate from our Anaheim Office located at 2200 East Via Burton, Anaheim, CA 92806. For questions related to this proposal and who has the authority to negotiate/present please contact Victor Gonzalez, V.P. Business Development, at (714) 991-1900 or at vgonzalez@wcainc.com. Herminio Padilla, Area Manager, will be assigned to this project should WCA be awarded a contract. He can be reached at (714) 412-7577 or hpadilla@wcainc.com.

Sincerely,

Patrick Mahoney, President

**BID PROPOSAL
TREE MAINTENANCE AND REMOVAL
CITY OF BRADBURY, CALIFORNIA**

The cost of all labor, services, material, equipment and installation necessary for the completion of the work itemized under this schedule, even though not shown or specified, shall be included in the unit price for the various items shown herein. For a description of the work associated with each bid item, see **Bid Item Descriptions** above.

This proposal does not list quantities for the Base Bid. Following the award of a tree maintenance and removal contract, the base bid will be utilized by City staff to design a grid trimming system that will maximize the use of existing City tree maintenance budget amounts. Thus, the total number of trees to be trimmed under the initial year of an annual grid trimming program is not known at this time. It is estimated that current budgeting will allow for the removal and replacement of the trees listed in the Additive Alternate Bid below and for grid trimming of as many as 200 trees. However, these quantities listed in this Bid Schedule are intended only as a guide for the Contractor as to the anticipated order of magnitude of work.

The City of Bradbury reserves the right to increase or decrease the quantity of any item or omit items as may be necessary, and the same shall in no way affect or void the contract, except that appropriate additions or deductions from the contract total price will be made at the stipulated unit price in accordance with these Contract Documents.

The City of Bradbury reserves the right to reject any and all bids, to waive any informality in a bid, and to make awards in the interest of the City of Bradbury.

The Contractor will not be reimbursed for work performed for his convenience, or as required to adapt to field conditions, or for unauthorized work performed outside of that required by the Contract Documents. The proposal schedule shall include all costs for labor, services, material, equipment, and installation associated with completing the work in place per this request for proposals.

AUTHORIZED SIGNATURE:  _____

TITLE: Patrick Mahoney, President

DATE: 1/10/22

CONTRACTOR'S LICENSE NUMBER: 366764

CONTRACTOR'S LICENSE CLASSIFICATION(S): C27,C31,C61/D49

**BID PROPOSAL
TREE MAINTENANCE AND REMOVAL
CITY OF BRADBURY, CALIFORNIA**

The undersigned, as bidder, declares that he/she has examined all of the documents and requirements contained in this request for proposals for the above referenced project, and that he/she will contract with the City of Bradbury on the form of contract provided herewith to do everything necessary for the fulfillment of this contract at the price, and on the terms and conditions therein contained.

The following are included and are to be considered as forming a part of this proposal:

BID PROPOSAL

BID SCHEDULE

BIDDER'S STATEMENT REGARDING INSURANCE COVERAGE

STATEMENT REGARDING CONTRACTOR'S LICENSING LAWS.

We agree if our proposal is accepted and a contract for the performance of the work is entered into with the City of Bradbury, to so plan the work and to prosecute it with such diligence that all of the work shall be completed within a timely manner.

NAME OF BIDDER (FIRM): West Coast Arborists, Inc.

MAILING ADDRESS: 2200 East Via Burton, Anaheim, CA 92806

CA - S Corporation
STATE AND TYPE OF INCORPORATION:

714-991-1900
TELEPHONE NUMBER:


AUTHORIZED SIGNATURE:

Patrick Mahoney, President
TITLE:

1/10/22
DATE:

Please refer to next page
(If Company is a Corporation, provide corporate resolution

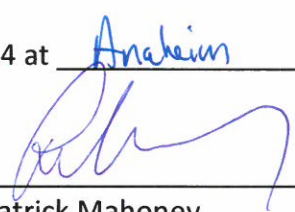


CERTIFICATE OF CORPORATE AUTHORITY

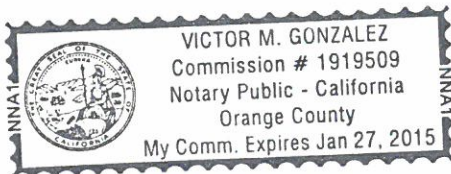
I, Richard Mahoney, being the Assistant Secretary of West Coast Arborists, Incorporated, do hereby affirm and represent as follows:

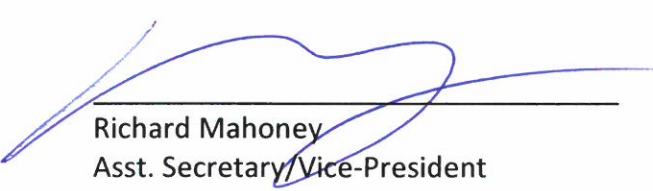
- I. That **PATRICK MAHONEY** is President of West Coast Arborists, Incorporated, and as President, is authorized to execute all documents, deeds, and contracts on behalf of West Coast Arborists, Incorporated. Furthermore, Patrick Mahoney is authorized to sign on behalf of this corporation on all contracts, bids and legally binding contracts.
- II. That **RICHARD MAHONEY** is Vice-President and Assistant Secretary of West Coast Arborists, Incorporated, and as Vice-President and Assistant Secretary, is authorized to execute all documents, deeds, and contracts on behalf of West Coast Arborists, Incorporated. Furthermore, Richard Mahoney is authorized to sign on behalf of this corporation on all contracts, bids and legally binding contracts.
- III. That **ROSE EPPERSON** is Vice-President and Treasurer of West Coast Arborists, Incorporated, and as Treasurer, is authorized to execute all documents, deeds, and contracts on behalf of West Coast Arborists, Incorporated. Furthermore, Rose Epperson is authorized to sign on behalf of this corporation on all contracts, bids and legally binding contracts.

Executed this 11th day of July, 2014 at Anaheim, California.




Patrick Mahoney
President
West Coast Arborists, Inc.





Richard Mahoney
Asst. Secretary/Vice-President
West Coast Arborists, Inc.

Sworn and subscribed before me this 11th day of July, 2014.



Notary Public

Bid Schedule

Grid or Annual Tree Trimming		
Bid Item	Unit	Unit Price
	Per tree	\$85.00
Full trim (Service request or Special Request)		
Tree Size (dbh)	Unit	Unit Price
0-6"	Per tree	\$50.00
7-16"	Per tree	\$100.00
17-24"	Per tree	\$190.00
25-36"	Per tree	\$290.00
37" and over	Per tree	\$390.00
Tree Removal		
Tree and stump	Per dbh	\$44.00
Tree only	Per dbh	\$34.00
Stump only	Per stump diameter	\$10.00
Tree Planting		
15 gallon w/root barrier	Per tree	\$145.00
15 gallon w/o root barrier	Per tree	\$160.00
24 inch box w/ root barrier	Per tree	\$300.00
24 in box w/o root barrier	Per tree	\$320.00
Crew rental		
Standard time	Per manhour	\$100.00
Overtime	Per manhour	\$100.00
Certified Arborist Services		
	Per Hour	\$100.00
Additional Equipment Rates		
	Per hour	N/A
	Total Base Bid	\$2,423.00

Total Base Bid in words:

Two Thousand, Four Hundred Twenty-Three and 00/100

**PROPOSAL
TREE MAINTENANCE AND REMOVAL
CITY OF BRADBURY, CALIFORNIA**


WORKERS' COMPENSATION INSURANCE CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

DATE: 1/10/22

Contractor's Business Name West Coast Arborists, Inc.
(Contractor)

By: _____
(Signature)

Patrick Mahoney, President
(Title)

Attest: _____

By: _____
(Signature)

Richard Mahoney, Secretary
(Title)

**STATEMENT REGARDING INSURANCE COVERAGE
TREE MAINTENANCE AND REMOVAL
CITY OF BRADBURY, CALIFORNIA**

The undersigned representative of Bidder hereby certifies that he/she has reviewed the insurance coverage requirements specified herein. Should Bidder be awarded the contract for the work, the undersigned further certifies that Bidder can meet all of these specification requirements for insurance including insurance coverage of his/her subcontractors.

NAME OF BIDDER: West Coast Arborists, Inc.

MAILING ADDRESS: 2200 East Via Burton, Anaheim, CA 92806

.....

.....

AUTHORIZED SIGNATURE: 

TITLE: Patrick Mahoney, President

DATE: 1/10/22

Proposal Submittal

Please complete the required forms in the enclosed RFP and email forms by Tuesday, January 11, 2022 prior to 5:00pm to:

Sophia Musa
smusa@cityofbradbury.org
Management Analyst
City of Bradbury

Questions can be directed to Sophia Musa at the email listed above and also to the Bradbury City Manager, Kevin Kearney, at kkearney@cityofbradbury.org.



CITY OF BRADBURY

RFP: Tree Maintenance Services

WCAINC.COM • 800.521.3714 • LIC #366764 • DIR #1000000956



Setting the gold standard.



Tree
Pruning



Tree
Removal



Tree
Planting



GPS Tree
Inventory



Emergency
Response



Plant
Health Care



ISA
Certified



1

CORPORATE CAPABILITIES

WEST COAST ARBORISTS, INC. (WCA) is a family-owned and operated union company employing over 1,000 full-time employees providing tree maintenance and management services. We are proudly serving over 330 municipalities and public agencies. We provide superior and safe tree care operations seven days a week, 24 hours a day throughout California and Arizona.

COMPANY INFORMATION

President: Patrick Mahoney
Organization Type: Corporation
Established: 1972
Federal Tax ID: 95-3250682
DIR Registration: 1000000956
Members of Laborers' Union: LiUNA!

CORPORATE OFFICE

2200 E. Via Burton St.
Anaheim, CA 92806

REGIONAL OFFICES

Fresno, CA
Indio, CA
Phoenix, AZ
Pinole, CA
Riverside, CA
Sacramento, CA
San Diego, CA
San Jose, CA
Stockton, CA
Ventura, CA

CONTRACT ADMINISTRATION

Victor Gonzalez, Vice President
Corporate Office
Phone (714) 991-1900
Fax (714) 956-3745
Email: vgonzalez@wcainc.com

FIELD MANAGEMENT

Herminio Padilla, Area Manager
2200 East Via Burton
Anaheim, CA 92806
Phone (714) 991-1900
Fax (714) 956-3745
Email: hpadilla@wcainc.com

EMERGENCY RESPONSE 24/7
866-LIMB-DOWN

OUR VISION

As a corporate citizen, WCA's responsibility and accountability are to the communities where we do business. We hold ourselves to the highest standards of ethical conduct and environmental responsibility, communicating openly with our customers and the communities in which we work. It is our goal and vision to lead the industry in state-of-the-art urban tree care and management services.

*Tree care professionals serving
communities who care about trees.*

100% CUSTOMER SATISFACTION

Customer satisfaction is our top priority. We guarantee your complete satisfaction with every facet of our services. Our dedication to customer service has earned WCA a reputation unrivaled in the industry for dependability, integrity, quality and courtesy. We authorize our employees to do whatever is necessary to achieve the highest quality results. We know that high quality work saves our customer's valuable time and is far more cost effective if we do our work properly the first time. We are committed to courteous and prompt customer service to fully resolve any issue.



**90+ ISA Certified
Arborists**



**45+ Years Experience
(Similar Size & Scope)**



**1,000+ Qualified
Employees**



**Proud Union Company
LiUNA!**



**Local Office
Anaheim**



**1500+ Fleet of
Equipment(Owned)**

CORPORATE CAPABILITIES

West Coast Arborists, Inc., is committed to successfully completing each project in accordance with the specifications, budget, schedule and with the highest quality of service. Our customers' satisfaction is a direct result of our means to carry out each project. Listed below are some of our corporate capabilities, which not only provide a sense of comfort and confidence to our customers, but also assure them of our continuous ability to carry out the duties of managing their urban forest. WCA has no negative history to report.

- In business continuously and actively since 1972
- Contractor's License C61/D49 & C27, C21, C31, A, B
- Over \$8,500,000 line of credit available
- Bonded by ARCH, an A+ rated company
- 1,000+ employees
- 330+ contracts with public agencies
- 90+ Certified Arborists
- 150+ Certified Tree Workers
- Drug-free workplace
- 14,000 sq. ft. company-owned Headquarters (Anaheim)
- Department of Agriculture Nursery license
- Avg. 675,000 trees **pruned** annually over past 3 years
- Avg. 46,000 trees **removed** annually over past 3 years
- Avg. 18,500 trees **planted** annually over past 3 years
- Avg. 250,000 trees **inventoried** annually over past 3 years
- Fully insured with insurance up to \$10 million
- Federal Tax ID #95-3250682, current on all taxes and fillings with state and federal government
- Sales volume over \$110 million annually
- Fleet of approximately 1,500 pieces of equipment



Active Memberships:

Tree Care Industry Association (TCIA)

- International Society of Arboriculture (ISA)
- League of California Cities (LCC)
- California Parks & Recreation Society (CPRS)
- Association of California Cities- Orange County (ACCOC)
- Maintenance Superintendents Association (MSA)
- California Landscape Contractors Association (CLCA)
- Street Tree Seminar (STS)
- California Urban Forest Council (CaUFC)
- American Public Works Association (APWA)

CONTRACTORS
STATE LICENSE BOARD
ACTIVE LICENSE

License Number **366764** Entity **CORP**

Business Name **WEST COAST ARBORISTS INC**

Classification(s) **C61/D49 C27 A C21 B C31**

Expiration Date **12/31/2022** www.cslb.ca.gov

State of California
Department of Industrial Relations

Contractor Information

Legal Entity Name
Corporation
Active
1000000956
07/01/19
06/30/22
2200 E. VIA BURTON ANAHEIM 92806 CA United States of America
2200 E. VIA BURTON ANAHEIM 92806 CA United States of America
vgonzalez@wcainc.com
License Number (s)
CSLB:366764

WEST COAST ARBORISTS, INC.



2

STAFF QUALIFICATIONS



Staff members have diverse educational backgrounds including accounting, business administration, engineering, and forestry.

INTRODUCTION

West Coast Arborist's (WCA) is a company comprised of a management team and a safety committee. Staff members have diverse educational backgrounds including accounting, business administration, engineering and forestry.

WORK FORCE

WCA actively maintains ongoing processes to assure that only qualified and competent staff provides safe and quality tree maintenance services. These skilled employees can only be achieved through both training and work experience. We believe that essential experience should always be obtained through qualified supervision; this includes both basic and extended skills. WCA makes every attempt to ensure that this is undertaken before performing work, leading a crew, or career advancement. The work performed on this contract is routine, recurring and usual. The work includes watering, trimming, pruning, planting, removal and replacement of trees and plants, and servicing of irrigation. The rates included in the Cost Proposal are based on the current prevailing wage determination for "Tree Maintenance (Laborer)."

CERTIFICATION

WCA encourages its employees to get certified through the International Society of Arboriculture, in an effort to raise the standard of professional tree care companies. This standard exemplifies our company's commitment to providing customers with competent, knowledgeable certified workers. WCA employs a large number of ISA Certified Arborists and ISA Certified Tree Workers.

CREW EVALUATION

WCA employees are evaluated through an internal mechanism supervised by our Management Team. Each employee performs their duties according to a criteria-based job description that reflects safety, quality workmanship, productivity, appropriateness of care, problem solving and customer service. A performance appraisal is conducted for each employee upon completion of the probationary period and at least annually thereafter. Each worker is also required to complete a competency assessment and orientation upon hire and annually thereafter in selected areas to assure that ongoing requirements are met and opportunities for improvement are identified.

Patrick Mahoney, President



Rose Epperson, Vice President



Chris Crippen, VP IT



Andy Trotter, VP Field Operations



Jason Pinegar, Regional Manager



Richard Mahoney, Vice President

Debbie DePasquale, VP Contract Services

Victor Gonzalez, VP Marketing

Randy Thompson, VP Operations



UPPER MANAGEMENT TEAM

From marketing, contract administration, field and fleet management, to information technology, our Upper Management Team is involved in the day-to-day operations supporting each Project Team and Customer to ensure the highest quality of tree care is being achieved in the industry.

PROJECT TEAM

HERMINIO PADILLA, AREA MANAGER

ISA Certified Arborist #WE 7552AU • TCIA Certified Tree Care Safety Professional #139 • ATSSA Traffic Control Technician #00228618 • TLC Wildlife Aware NCCCO National Commission Certification Crane Operations #06325578

Herminio has over 30 years experience in the tree care industry as he joined WCA, Inc. 1990. During his career, he has earned many promotions within the company; from Groundman to Tree Trimmer to Foreman to Supervisor and now Area Manager. As an Area Manager, he will be the Agency's main point of contact as he is responsible for providing customer services, estimating work, all while managing field operations and crews throughout the East Los Angeles region.

NICOLE ANGENE, CUSTOMER SERVICE REPRESENTATIVE (CSR)

As the CSR (Customer Service Representative), Nicole is responsible for providing support to the Area Manager, Site Supervisors and crew. She is to act as a liaison between the company and it's clients as well as the general public. Nicole is responsible for responding to customer service inquires and facilitating contracting functions, such as: mapping, underground service alert, data entry, field book preparation, list preparation, etc.

DANIEL CHAVARRIA, SUPERVISOR

ISA Certified Arborist WE-10292A • TCIA Electrical Hazards Awareness Program #2787 • TCIA Treecare Safety Professional #3532

As the Site Supervisor, Daniel is a full-time employee and speaks fluent English. He is responsible for reviewing the day's activities, assisting the Area Manager in scheduling, and ensuring proper safety procedures are being followed. As a Supervisor, he will communicate with City officials and other interested parties on a daily basis. Reports and resolves malfunctions, damage, or industrial injury. They also assist in employee training programs, maintain records, and file daily reports and receipts.

ERNESTO MACIAS, RISK MANAGER, V.P.

Ensures safety company-wide which includes the development, implementation and review of the company's in-house training programs, crew safety audits, and the company's Injury & Illness Prevention Program.

TIM CROTHERS, PLANT HEALTH CARE MANAGER

ISA Board Certified Master Arborist WE 7655 BUM • DPR Qualified Applicator #145321 • QAL Categories B&D

WCA's PHC program is managed in-house; there is no subcontracting. Staff is licensed by the CA Dept. of Pesticide Regulation. Our program goes beyond standard chemical applications as we expanded our services to include an Integrated Pest Management program. Inspection, diagnosis and treatments are available as needed.



Herminio Padilla, Area Mgr.



Nicole Angene, Customer Svc.



Daniel Chavarria,



Ernesto Macias, Risk Mgr.



Tim Crothers, PHC Mgr.

1,000+

Employees

LiUNA!

In partnership with the Laborer's International Union of North America (LiUNA!).
Higher Standards + Exemplary Training = Superior Employees

ISA Certified

90

Arborists

5

Board Certified Master Arborists

150

Tree Workers

WCA staff is trained to design and implement Traffic Control Plans.

ATSSA



1

Certified Urban Forester

112

WCA Certified Utility Line Clearance Workers

18

ISA Certified Utility Specialists

50

TCIA Certified Tree Care Safety Professionals

11

ISA Municipal Specialist

1

Nursery in Placentia & Dedicated Manager

6

Information Technology Specialists

75

Fleet Mechanics

16

NCCCO Certified Crane Operators

Unique Capabilities

PHC

WCA has developed an exemplary Plant Health Care Program that goes beyond standard chemical applications.

CALIFORNIA DEPARTMENT OF PESTICIDE REGULATION

1

Advisor

14

Applicators



WILDLIFE PROTECTION

WCA's VP of Field Operations is a key contributor in identifying and developing the first ever Best Management Practices guidelines for Tree Care for Birds and Other Wildlife.



95

WCA has 95 staff members certified through the Wildlife Aware and Wildlife Training Institute and a certified biologist on staff.

Board Certified Master Arborists

Michael Palat #WE-6541 BUM

Kelley Gilleran #WE-7061 B

Tim Crothers #WE-7655 BUM

Joseph Bartolo #WE-2034 BU

Eugene Bordson #WE-10777BT

asca | RCA

2 ASCA Consulting Arborists: Kelley Gilleran RCA #688 - Tim Crothers, RCA #721

Additional List of ISA Certified Arborists

Employee Name	Cert #	JESUS RAYA	WE-3449A
ADAN BALTAZAR REYNAGA	WE-7786AT	JOEL LOPEZ	WE-10871A
AL EPPERSON	WE-0719A	JOHN LEE PINEDA	WE-10367A
ANDREW R. TROTTER	WE-0642A	JORGE MAGANA	WE-3460A
ARLENE BISCAN	WE-9806A	JOSE A. GONZALEZ MENDEZ	WE-6475A
BENJAMIN EUGENE BORDSON	WE-10777A	JOSE M. CORTEZ TORRES	WE-8539A
BRIAN C. KIRKEGAARD	WE-10476A	JOSE M. CHAVARRIA MANZO	WE-11210AT
BRIAN M. KOCH	WE-0341A	JOSE MANUEL PEREZ	WE-0818A
CALVIN F. HAUPT	WE-7634A	JOSEPH BARTOLO	WE-2034AU
CARLOS BRACAMONTES	WE-8557A	JOSEPH NICK ALAGO	WE-4396A
CHARLES PATRICK MADSEN	WE-0462A	JUAN ORTIZ	WE-8514A
CORINNE GRUNDER BASSETT	WE-11625A	JUAN C. IXTA	WE-10144A
CRISTAN ANGELO FALCO	WE-7490A	JUSTIN LEE MENZEL	WE-11756A
CURTIS PATRICK WORTH	WE-10972A	KELLEY LEWIS GILLERAN	WE-7061A
DANIEL CHAVARRIA	WE-10292A	KRIS BURBIDGE	WE-9566A
DANIEL MAHONEY	WE-10434A	LEONEL CORTEZ	WE-8625A
DAVID COOPER	WE-0497A	LORENZO PEREZ	WE-7443A
DEBORAH DEPASQUALE	WE-3812A	MANUEL BRIANO	WE-8791A
EDUARDO VARGAS	WE-11058AT	MARCO A. PADILLA JIMENEZ	WE-8621A
ELOY MARQUEZ	WE-11566AT	MARIA MUNOZ-CAMPOS	WE-8267A
ERICK SERRANO	WE-6750A	MATED ARVIZU	WE-10151A
ERNESTO J. F. MACIAS	WE-7120A	MICHAEL W. PALAT	WE-6541A
EUGENE BARRIENTOS	WE-8701A	NESTOR VALENCIA	WE-11359A
FELIX HERNANDEZ	WE-2037A	PATRICK D. MAHONEY	WE-1172A
GERARDO PEREZ	WE-9131AT	RANDY J. THOMPSON	WE-1043A
GERARDO MARTINEZ GARCIA	WE-11358A	REBECCA A. MEJIA	WE-2355A
GLENN D. WHITLOCK REEVE	WE-10177A	RENE ROSALES	WE-7941AT
GONZALO REGALADO	WE-9952A	RICHARD R. MAHONEY	WE-1171A
HECTOR MONTES	WE-8079A	ROBERT D. THOMPSON	WE-0915AU
HERMINIO PADILLA	WE-7552A	RODNEY LYNN MORGAN	WE-9546A
HUGO ANGEL RINCON	WE-8710A	ROSE M. EPPERSON	WE-1045A
IGNACIO LOPEZ	WE-7329A	SEAN PATRICK SULLIVAN	WE-10050A
ISIDRO ESTRADA BARBOZA	WE-11685A	SHAWN A. GUZIK	WE-3182A
J. ALONSO GARCIA-LOPEZ	WE-8499A	STEFAN B. KALLENBERG	WE-10730A
JAIME ROGELIO HERNANDEZ	WE-5297A	STEPHEN GLENN DAVIS JR	WE-10894A
JAMES CHARLES WORKING	WE-1592A	STEVE B. HUNT	WE-1044A
JAMES PAUL SPECK II	WE-10858AT	TIMOTHY CROTHERS	WE-7655A
JARED LEE MAYSEY	WE-11510A	VICTOR M. GONZALEZ	WE-7175A
JASON PINEGAR	WE-2039AU	WALLACE BURCH	WE-0713A
JASON ROSS DAVLIN	WE-7628A	WILLIAM STEVE PONCE	WE-6461A
JEFFERY B. WILLIAMS	WE-1100A		

JOSE INEZ MANGILLA	WE-10983T	JULIO C. GARCIA VAZQUEZ	WE-11175T
JOSE JUAN PEREZ	WE-11246T	KYLE JAMES VIGNEAU	WE-10962T
JOSE LUIS DELREAL	WE-11231T	LEONARDO RAMOS	WE-11264T
JOSE M. CORTEZ TORRES	WE-8539AUT	LEONEL CORTEZ	WE-8625AT
JOSE M. MUNIZ GARCIA	WE-11686T	LETUSA MUAU JR	WE-11021T
JOSE M. CHAVARRIA MANZO	WE-11210T	LORENZO PEREZ	WE-7443AT
JOSE MANUEL PEREZ	WE-0818AT	LUIS A. MUNOZ RAMIREZ	WE-11023T
JOSE R. GRANADOS	WE-11186T	LUIS P. PEREZ	WE-11245T
JOSEPH ANTHONY NUNN	WE-11034T	MANUEL BARRAGAN	WE-10925T
JUAN BECERRA	WE-10932T	MANUEL BRIANO	WE-8791AT
JUAN MARQUEZ	WE-10987T	MARCO A. PADILLA JIMENEZ	WE-8621AT
JUAN ORTIZ	WE-8514AT	MARCO ANTONIO VERGARA	WE-11065T
JUAN TELLEZ TAPIA	WE-11137T	MARCOS RICHARD-MARTINEZ	WE-10989T
JUAN AMADOR ARCE	WE-11480T	MARCOS GAMINO	WE-11482T
JUAN C. PENIA-ARIAS	WE-11327T	MARTIN BARRERA	WE-10928T
JUAN CARLOS MORA	WE-11019T	MATED ARVIZU	WE-10918T

WCA's ISA Certified Tree Workers

Employee Name	Cert #	FELIX HERNANDEZ	WE-2037AT
ADAM RODRIGUEZ	WE-11281T	FRANCISCO LOPEZ	WE-10952T
ADAN BALTAZAR REYNAGA	WE-7786AT	FRANCISCO RAMIREZ	WE-11259T
AGUSTIN LOZANO	WE-11306T	FRANCISCO VILLANUEVA	WE-10965T
ALEJANDRO VALENZUELA	WE-11674T	FRANCISCO URENA JIMENEZ	WE-11075T
ALFREDO ANGEL LOPEZ	WE-11334T	GABRIEL GAMINO	WE-11167T
ANDRES ROMAN	WE-11285T	GABRIEL MERCADO RUIZ	WE-11568T
ANTONIO CASTELLANDOS	WE-11203T	GERARDO PEREZ	WE-9131AT
ANTONIO GRADILLA	WE-11185T	GERARDO A. ORDUND	WE-11036T
ANTONIO GARCIA CONTRERAS	WE-11173T	GERARDO MARTINEZ GARCIA	WE-10997T
ARIEL ALONSO	WE-10906T	GLENN D. WHITLOCK REEVE	WE-10177ATM
ARMANDO SOTO	WE-11131T	GONZALO REGALADO	WE-9952AT
ARMANDO O. LOPEZ	WE-10953T	HECTOR MONTES	WE-8079AUT
AUDOMARO CORRAL	WE-11220T	HERIBERTO CORONEL WENCESLAD	WE-11218T
AURELIO COVARRUBIAS	WE-11629T	HUGO ANGEL RINCON	WE-8710AT
AURELIO PAZ-GUZMAN	WE-11084T	HUMBERTO CHAVARRIA	WE-11207T
BRIAN C. KIRKEGAARD	WE-10476AT	ISAIAS MACIAS	WE-10979T
CARLOS IXTA	WE-11106T	ISRAEL A. RAMIREZ	WE-11567T
CARLOS RAMOS	WE-11263T	J. REFUGIO ESCAMILLA	WE-11153T
CELEDONIO R. MANZANO OLEA	WE-10984T	J. SOCORRO GARCIA	WE-11172T
CELESTINO PEREZ	WE-11243T	JAIME ROGELIO HERNANDEZ	WE-5297AT
CESAR WENCESLAD	WE-10968T	JAMES CHARLES WORKING	WE-1592AT
CESAR G. VALENZUELA REYES	WE-11076T	JEFFERY B. WILLIAMS	WE-1100AT
CHARLES F.M. INSCO	WE-11368T	JESUS RAYA	WE-3449AT
CURTIS PATRICK WORTH	WE-10972AT	JESUS A. MONTES	WE-11014T
DANIEL CHAVARRIA	WE-10292AT	JESUS M. SARABIA PENIA	WE-11450T
DANIEL RIVAS	WE-10850T	JOEL LOPEZ	WE-10871AT
DANIEL GEORGE POTTS	WE-11534T	JOEL MARTINEZ	WE-10992T
DANIEL J. KNUSTEN JR	WE-11715T	JOEL ORTIZ	WE-11039T
DANNY AVITIA	WE-11638T	JOEL M. RIVERA	WE-11273T
DELFINO AGUILAR-MORALES	WE-10900T	JOHN LEE PINEDA	WE-10367AT
DEMETRIO LIRA	WE-11323T	JORGE ARREDOLA-HERNANDEZ	WE-11321T
DEMETRIO OSEGUERA	WE-11043T	JORGE DUENAS	WE-11144T
EDIBERTO SERNA SALAZAR	WE-11051T	JORGE JIMENEZ	WE-11110T
EDUARDO AVILA	WE-10812T	JOSAFAT MONTOYA	WE-11015T
EDUARDO MARTINEZ BECERRA	WE-10991T	JOSE AGUAYO	WE-10899T
EDUARDO VARGAS	WE-11058T	JOSE JIMENEZ	WE-11080T
ELIGIO IBARRA CARDOSO	WE-11197T	JOSE JIMENEZ HERNANDEZ	WE-11113T
ELOY MARQUEZ	WE-11566T	JOSE VEGA	WE-11062T
ENRIQUE SANDOVAL	WE-11302T	JOSE A. ALVAREZ	WE-10908T
ERNESTO GONSALEZ	WE-11461T	JOSE A. GONZALEZ MENDEZ	WE-6475AT
EUGENE BARRIENTOS	WE-8701AUT	JOSE ABEL CANCINO	WE-11192T
FAUSTO GUZMAN	WE-11083T	JOSE AGUSTIN CARRILLO	WE-11200T
FELIX GARCIA	WE-11170T	JOSE F. ORELLANA	WE-11483T
MELCHOR LEMUS	WE-11237T	ROBERT JAY ADDISON JR	WE-10898T
MICHAEL LOUIS YOUNG	WE-11687T	RODNEY LYNN MORGAN	WE-9546AUT
MIGUEL AYALA	WE-10924T	ROMUALDO GAETA LUNA	WE-11165T
MIGUEL MACIAS	WE-10978T	SALOMON SILVA	WE-11053T
NELSON R. AGUIRRE	WE-10901T	SALUSTIO SANCHEZ	WE-11462T
OSCAR IGNACIO RIVERA	WE-11424T	SAMUEL JIMENEZ	WE-11109T
PEDRO CUEVAS	WE-11765T	SANTOS MACIAS LEMUS	WE-10980T
PEDRO GARCIA	WE-11168T	SERGIO LOPEZ-RIVERA	WE-10957T
PEDRO SANDOVAL	WE-11301T	STEFAN B. KALLENBERG	WE-10730AT
PEDRO ALTAMIRANO	WE-11095T	STEPHEN GLENN DAVIS	WE-10894AT
RAMON ZUNIGA GOMEZ	WE-10977T	STEVE B. HUNT	WE-1044A
RANULFO PERALTA CASTANEDA	WE-11202T	VENTURA GOMEZ	WE-11180T
RAUL MANZO HERNANDEZ	WE-10985T	WALLACE BURCH	WE-0713AT
RAUL TELLEZ TAPIA	WE-11138T		
RAYMUNDO GUTIERREZ	WE-11080T		
RENE ROSALES	WE-7941AT		

SPECIALIZED SAFETY TRAINING

Our ISA Certified Tree Workers go through specialized testing that proves they are competent to work in trees in a safe manner that protects themselves as well as the general public. We also qualify our employees to operate in a safe and efficient manner that meets and exceeds the industry standards, these programs are WCA Qualified Level 1 Tree Trimmer, WCA Qualified Level 2 Tree Trimmer, WCA Qualified Level 3 Tree Trimmer, WCA Qualified Big Boom Operator, WCA Qualified Loader Operator, WCA Qualified Roll-Off Driver. We also qualify all drivers that operate our vehicles by conducting 2 driving test and entering them into the California DMV pull program that monitors their driving record to ensure safe driving operators.

SAFETY TRAINING PROGRAMS

Jobsite Briefing - Conducted each work day.

Weekly Tailgate - Meetings held for each crew.

On the Job Training - New employees are assigned a "buddy" with experience to assist them.

Video Training - Programs included are Professional Tree Care, Electrical Hazards, Aerial Rescue, Chipper Safety, Chain Saw Safety and Pruning Technique. Video presentations in cooperation with Tree Care Industry Association (TCIA).


Safety Crew Lunch - This program rewards employees company-wide quarterly.

Safety Team - A 10 person committee that reviews and discusses safety procedures, problems and incentives.

Injury & Illness Prevention - Integral program to WCA's overall safety program.

Leadership Training - Continued training and study utilizing the Crew Leader Home Study Program, available through the Tree Care Industry Association (TCIA).

Certification Training - Continued study sessions are held in preparation for the International Society of Arboriculture Certification Programs.

 **EMPLOYEE SAFETY IMPROVEMENT ACTION**

Issued To: _____

Issued By: _____

DEVIATIONS FROM COMPANY POLICY (explain where appropriate):

Personal Protective Equipment:	Work Practices:
_____ Hard Hat	_____ Inadequate
_____ Hearing Protection	_____ Improper
_____ Eye/Face Protection	_____ Inadequate
_____ Leg Protection	_____ Improper
_____ Work Clothing	_____ Improper
_____ Footwear	_____ Improper
_____ Climbing Saddle	_____ Improper
_____ Ropes	_____ Worked On
_____ Lanyard/Snaps/Etc.	_____ Unapproved
_____ Other _____	_____ Other _____
_____ Other _____	_____ Other _____

Equipment:
_____ Truck - Driving
_____ Seatbelt Not Fastened
_____ Equipment Misuse - explain below
_____ Key Left in Ignition
_____ Wheels Not Chocked
_____ Misuse of Hand Tools
_____ Misuse of Power Tools
_____ Improper Tools Used Near Electrical Conductors
_____ Other _____
_____ Other _____

Explanation:

Has the employee previously been trained in this aspect of company policy?
If Yes, how were they trained? (verbal/video/OJT, etc.): _____

Corrective Action for Employee: _____


Date of Compliance: _____ Acknowledged By: _____

Company Disciplinary Action Taken: _____

Comments:
(Describe potential penalty for repeat violations per company policy)

Distribution: _____ Employee _____ Manager _____ Foreman _____

* THIS SERVES AS A NOTICE TO THE EMPLOYEE THAT HE/SHE HAS VIOLATED A COMPANY POLICY

 **SAFETY RULES AND SAFE WORK PRACTICES**

GENERAL SAFETY RULES
It is the duty of each worker to obey all Company Safety Rules and to use all required safety equipment. Listed below are the minimum safety rules that each worker must follow:

- Report all injuries to management immediately, no matter how minor.
- Learn the hazards of your job by discussing them in detail with your Supervisor.
- When job conditions change, so do hazards; therefore, each worker should learn to anticipate new hazards and plan their avoidance.
- Report all new hazards to the attention of your Foreman or Supervisor.
- Develop a daily routine of checking your job area, equipment and machinery for any potential hazards or deficiencies.
- Check equipment daily and report all defective tools and equipment, machinery and/or dangerous work conditions to the Foreman.
- Wear all personal protective devices, i.e., glasses, belts, shoes and proper clothing, as required by your position or the job task.
- Avoid the use of equipment and machinery that are defective.
- Become familiar with the performance limitations of your tools and/or machines.
- A clean and orderly workplace is a safe place.
- Provide suggestions concerning safety to your Supervisor or Manager.
- Keep all emergency equipment such as fire extinguishers and exit doors clear of obstacles.
- Know the location of fire and safety exits.

PERSONAL SAFETY
• Each employee is expected to be responsible for his/her safety and at the same time to exercise care to avoid injury to his fellow workers and others.
• Be prepared to perform your job. Do not come to work fatigued or hung over.
• Drug testing will be provided for any employee who appears to be under the influence of drugs and/or alcohol.
• Do not speed while driving. Always walk, do not run in work areas.
• Horseplay, practical jokes or sports activities are forbidden at all times.
• Lift correctly and safely, with your legs, not your back. Ask for help whenever in doubt.
• Observe all warning, caution, and danger signs as well as safety and health notices.
• No loose clothing or dangling jewelry (i.e. earrings, chains, necklaces, bracelets, etc.) can be worn while working in production areas.
• Smoking is restricted to designated areas only.
• Learn the location of first aid kits and fire suppression equipment in your work area.

EQUIPMENT AND MACHINERY SAFETY
• Do not attempt to clear jams while machines are in operation. MACHINES MUST BE TURNED OFF!
• Guards must be in place on every machine while in operation. No safety devices may be bypassed or disengaged.
• Any equipment that appears to have been damaged or defective should not be used until a Mechanic or Supervisor has had an opportunity to examine it.
• Unauthorized use of equipment is prohibited.
• Do not handle or tamper with any equipment or machinery that is not within the scope of your duties or job.
• Never operate, repair or adjust equipment until you have been trained on the safe operating or maintenance procedures. Ask for help from your Supervisor.
• Do not put your hands or any part of your body into moving equipment at any time.
• No one other than the driver is allowed to ride on a forklift or loader - This means NO PASSENGERS!
• Employees will not stand or jump over machinery or conveyor belts.
• Nothing is to be placed within three (3) feet of the electrical panels and transformers.
• Equipment shall only be used for its specified purpose.
• Use a ladder when required. Do not climb machinery.
• Electrical power extension cords must be grounded and in good condition.

-1-

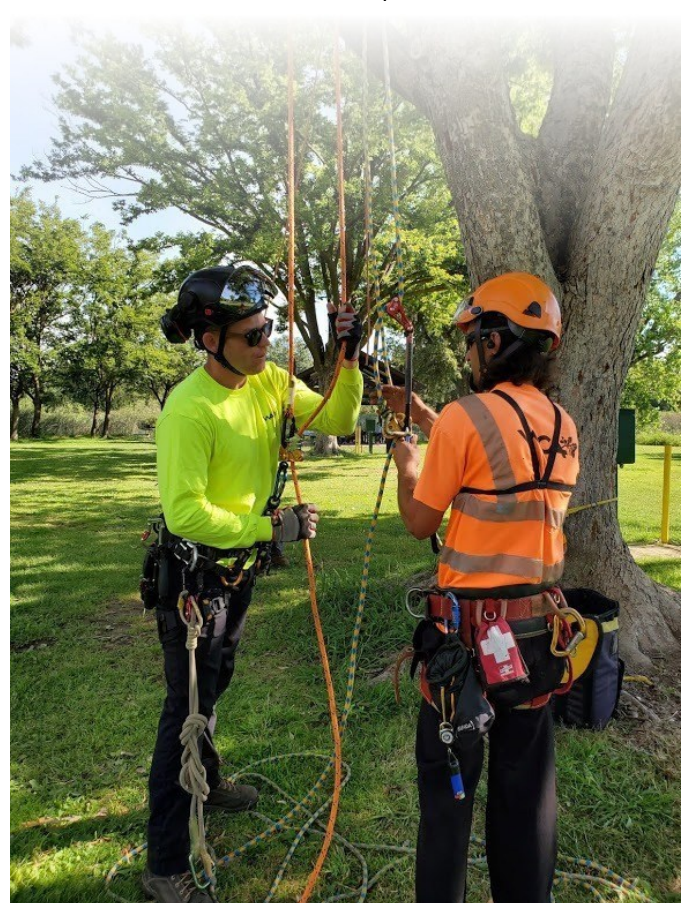
Pictured left: Sample Safety Improvement Action Plan Form & Safety Rules and Safe Work Practices review sheet.

West Coast Arborists, Inc. provides an extensive in-house training curriculum for all employees to broaden their knowledge of the arboriculture field of study. Included in this training are the ISA standards, both Treeworker and Arborist study programs, and a variety of Tree Care Industry Association home study programs. We also offer training courses to our staff in areas of customer service satisfaction, maintaining professional conduct, and Qualified Line Clearance Trimmer Training. Our Training and Safety team members are tasked with completing field evaluations of crews and members are on-site to coach and train employees on safe practices. Employees receive performance evaluations at 90 days, 6 months, then annually (or as-needed) after their first year. All employees are provided copies of WCA's Injury & Illness Prevention Program.

[illegible]

Safety standards are top priority at West Coast Arborists, Inc. Our line of work demands that all work is performed in a manner that provides the maximum safety to the general public as well as our employees. Our crews are instructed to follow the safety standards of ANSI Z133.1 as well as Cal-OSHA requirements. We have one of the most extensive safety training programs in the industry. We provide our employees with state-of-the-art training tools and instructional sessions company wide. Our insurance carriers and Cal-OSHA have recognized us repeatedly for outstanding safety training efforts.

- ISA Certified Utility & Municipal Arborist #WE-I2014A
- ISA Kills Test Evaluator—TW Climber
- TCIA Certified Treecare Safety Professional #3303
- ISA Tree Risk Assessment Qualification #E4068
- American Heart Association BLS and First Aid Instructor





3

QUALITY CONTROL

IMPLEMENTATION PLAN

To ensure the quality of work and the level of service expected, WCA abides by a well-defined quality control plan that incorporates the following:

- Certified personnel
- Safety
- Pruning specifications and guidelines
- Sound, reliable equipment
- Public relations
- Proper traffic control
- State-of-the-art communication systems

Area Manager: HERMINIO PADILLA

ISA Certification #: WE -7552AU

The project Area Manager will be the central point of contact and will work cooperatively with Agency staff, local residents and business owners, etc. The Area Manager will provide overall field supervision and crew management.

Daily Management

Daily management will consist of, but not be limited to:

- Email notification complete with location, crew, equipment type, and work description
- Supervise crew personnel to insure proper pruning standards are followed in a safe manner
- Traffic control setup and maintenance of work zone
- Ensure work area is left free of debris at the end of shift
- Maintain record of work completed each day
- Maintain good public relations at all times
- Provide immediate notification to Agency Inspector upon damage of personal property including a plan for corrective measures to take place within 48 hours

Weekly Management

Weekly management will consist of, but is not limited to:

- Weekly inspection of work completed
- Meet with the City to review work schedule and progress
- Insure standards of pruning are performed in accordance with City specifications
- Maintain open communication with the City Inspector and field crew

Scheduling of Work

The Area Manager is responsible for scheduling work which shall conform to the Agency's schedule of performance. We recommend equal distribution of work throughout the course of the fiscal year. Notifications will be provided to residents prior to the start of pruning operations in said area. All work will be performed in a cooperative manner as to cause the least amount of interference or inconvenience.

Public Notification

Upon Agency staff approval, WCA will post a door hanger notice prior to commencement of grid pruning (within 24-48 hours). After tree plantings, door hangers will be provided to residents instructing them on the proper care for their newly planted tree. For more comprehensive outreach we can also submit a press release for special projects or routine maintenance. The Agency may modify the procedures and materials to which we notify residents.

Communication Systems

Our use of modern and reliable communication systems affect our daily job performance by increasing our efficiency. Management and Field Personnel utilize smart phones as both navigational and communication devices in the field. Smart phones have proven to be a convenient method to input data as related to tree inventories, daily work records, timesheets, photos, and billing information; eliminating the need to handwrite data and improving customer service by minimizing response time.

Permits and Licensing

WCA will procure a City Business License as necessary and any "no-fee" permits prior to commencement of work. Permits (i.e., encroachment, traffic control, etc.) requiring fees will be charged back to the Agency.

Right-of-Way

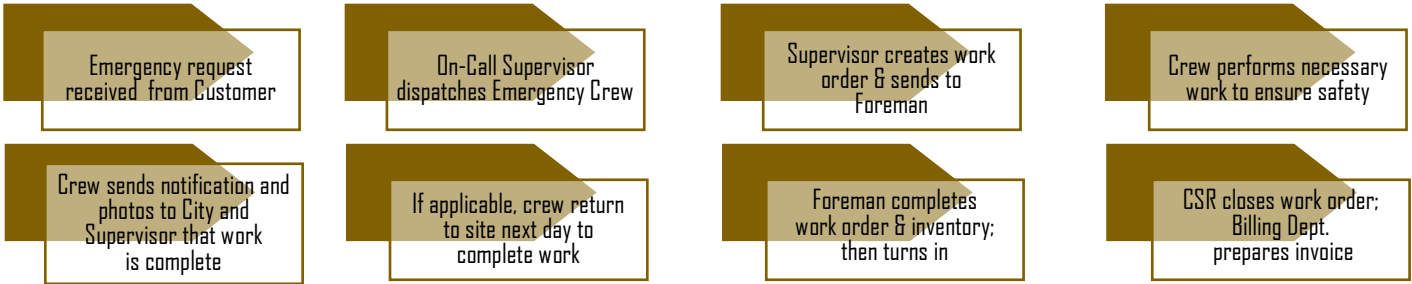
All work will be performed in the public right-of-way. Employees will not utilize private property for eating, breaks or any other reason or use water or electricity from such property without prior written permission of owner.

Cooperation and Collateral Work

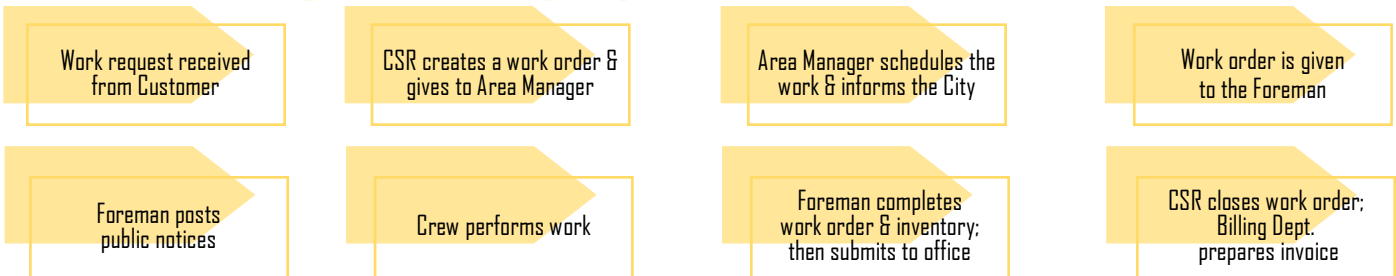
WCA will give right to operate within the project to the Agency workers and/or other contractors, utility companies, street sweepers, and others as needed in a cooperative effort to minimize interference in daily operations.

WORKFLOW TIMELINE

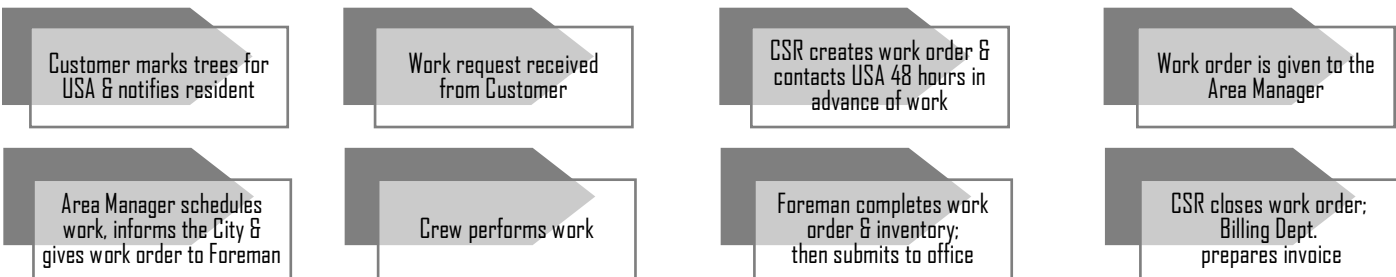
Emergency Flowchart (1 Hour Response/ 24 Hour Completion)



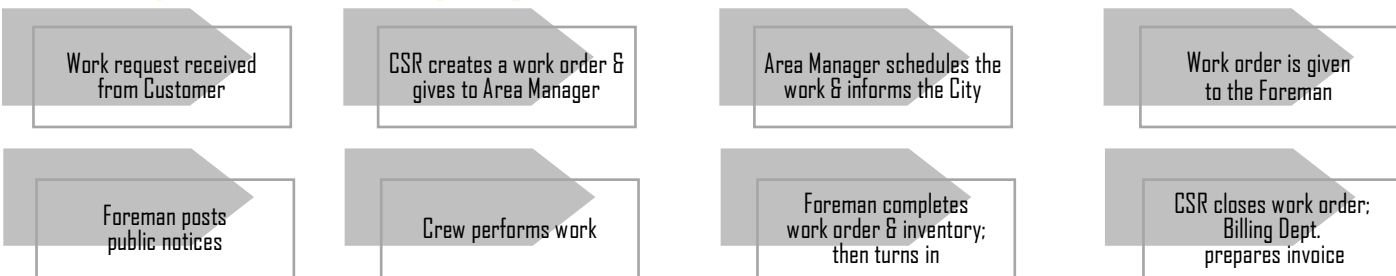
Scheduled Tree Pruning Flowchart (30 day Completion)



Scheduled Removal Flowchart (15 day Completion)



Service Request Flowchart (15 day Completion)



Project Site Maintenance

Work site will be left free of debris at the end of each workday. We will not discharge smoke, dust, or any other air containments in quantities that violate the regulations of any legally constituted authority.

Protection of Public and Private Property

WCA will provide all safety measures necessary to protect the public and worker within the work area. We will maintain good public relations at all times. The work will be conducted in a manner which will cause the least disturbance.

Public Convenience and Safety

WCA will comply with any and all local sound control and noise level rules, regulations, and ordinances which apply to any work performed in the contracted area. All work will cease by 5:00 pm or as directed by the City.

*Excluding emergency services.

Traffic Control

Traffic control procedures will be set-up in accordance with the Work Area Traffic Control Handbook (WATCH) and State of California Manual of Traffic Controls as well as the Agency Traffic and Safety Operating Rules. WCA will make adequate provisions to insure the normal flow of traffic over the public streets and park roads. Every effort will be made to keep commercial driveways and passageways open to the public during business hours. High visibility arrowboard(s) will be used when needed. Prior to use, the Agency will approve traffic safety equipment and devices. Pedestrian and vehicular traffic shall be allowed to pass through the work areas only under conditions of safety and with as little inconvenience and delay as possible. Unless the work area is totally barricaded or otherwise kept safe, at least one worker will serve to coordinate safe operations on the ground at all times when work operations are in progress.



EMERGENCY CONTACTS

TOLL FREE
866.546.2369

in case of emergency
after normal business hours

Leave a message, if you do not receive a
call back within 10 minutes, call the
following contacts in order:

DANIEL CHAVARRIA, SUPERVISOR
626.255.2821

LEONEL CORTEZ, SUPERVISOR
714.412.0424

HERMINIO PADILLA, AREA MANAGER
714.396.9544

After confirmation from on call Manager, you can
email multiple locations to:
LIMBDOWN@WCAINC.COM

NORMAL BUSINESS HOURS
714.991-1900



SAMPLE PLANTING DOOR HANGER

A vertical door hanger for a newly planted tree. The background is a photograph of a young tree with a white support stake and a black band. A red dashed circle is at the top. The text 'HELP ME GROW!' is in large, bold, black letters. Below this are five circular callouts with icons and text: 1. Water drop icon: 'WATER THE TREE once (1) per week during cool months.' 2. No change icon: 'PLEASE DO NOT change or adjust the stakes.' 3. X icon: 'PLEASE DO NOT adjust the water basin or mulch placed around the tree.' 4. Water drop icon: 'WATER THE TREE twice (2) per week during warm months.' 5. Flame icon: 'KEEP THE TREE FREE of weeds and other plants.' At the bottom is the WCA logo and contact information.

HELP ME GROW!

WATER THE TREE
once (1) per week
during cool
months.

PLEASE DO NOT
change or adjust
the stakes.

PLEASE DO NOT
adjust the water
basin or mulch
placed around
the tree.

WATER THE TREE
twice (2) per week
during warm
months.

KEEP THE TREE FREE
of weeds and
other plants.

WCA
Services Provided By:
West Coast Arborists, Inc., 2200 E. Via Burton St., Anaheim, CA 92806
800.521.3714

TREE CARE PROFESSIONALS
SERVING COMMUNITIES WHO CARE ABOUT TREES

PRUNE CLASSIFICATIONS

Grid Prune- Grid tree pruning is based on pruning in pre-designed districts, or grids on a set cycle and includes all trees (small, medium and large-sized.) Pruning will include structural pruning, crown raising, and crown cleaning in accordance with the standards set forth by the International Society of Arboriculture Pruning Standards (Best Management Practices) and shall have no more than 25% of the live foliage removed at a given time.

Full Prune/Crown Reduction- Crown reduction is performed when conditions within the crown of a hardwood tree are such that the entire tree needs to be reduced. A full prune is recommended when the primary objective is to maintain or improve tree health and structure, and includes pruning to reduce overall canopy mass and excessive wood weight. Trees that are identified for a full prune shall have more than 25% of the live foliage removed at a given time.

Service Requests

A Service Request Prune includes tree maintenance services on designated tree(s) as ordered by the City Arborist or designee. Pruning may include structural pruning, crown raising, crown cleaning or pruning to reduce/restore the crown. Whichever work type is ordered by the City, pruning will be performed in accordance with the standards set forth by the International Society of Arboriculture Pruning Standards and the Best Management Practice, Tree Pruning Guidelines. Work assignments from the City may require mobilization from one tree site to another within the City.

Line Clearance

Trees that interfere or have the possibility of interfering with utility lines will be trimmed in a manner to achieve the required clearances as specified and in accordance with the California Public Utilities Commission. It is our goal to protect the current health and condition of the tree and to maintain its symmetry and direct growth away from the utility lines.

Small Tree Care

Proper pruning and care during the early stages of the tree's life will save money in the future, and create a safer, more beautiful, healthy, easy-to-maintain tree. We believe that tree care that is performed early will affect its shape, strength and life span. Our specialized small tree care team consists of certified personnel trained to perform the following:

- Selective structural pruning
- Removal of dead, interfering, split and/or broken limbs
- Pre-conditioning the water retention basin built around the tree
- Staking or re-staking
- Adjusting tree ties
- Adjusting trunk protectors

Palm Trunk Skinning

Palm tree skinning consists of the removal of dead frond bases (only), at the point they make contact with the trunk without damage to the live trunk tissue.

Root Pruning

We strongly recommend against any root pruning, however, should the City elect to proceed, we recommend that it be done no closer than 3 times the diameter of the trunk. Roots will be pruned to a depth of approximately 12 inches by cleanly slicing through the roots, so as not to tear or vibrate the root causing damage to the tree. The excavated area will be backfilled with native soil and debris will be hauled away.

Tree Removal Operations

With a minimum of 48 hours advanced notice, WCA will inform Underground Service Alert (USA) of the location of work for the purpose of identifying any and all utility lines. The removal process consists of lowering limbs delicately onto the ground to prevent any hardscape damage. Immediately following the removal, the stump will be ground down, if ordered to do so and with proper USA notification.

Tree Planting

We can replace trees that have been removed and plant new trees in accordance with specifications. We are prepared financially and logistically to acquire and purchase selected tree species for tree planting. At a minimum of 48 hours in advance we will inform Underground Service Alert (USA) of the location of work for the purpose of identifying any and all utility lines. A well-trained planting team will perform the soil preparation and installation of the tree.

Tree Watering

Tree watering will be performed by a full-time, WCA team member on various routes, when requested by the City. This team will also be responsible for reporting special care needs to the small tree care team. This could include reporting weeds, soil that has settled, and/or staking and tying needs.

Emergency Response

We are prepared for emergency calls 24 hours a day, 7 days a week, including holidays. The toll free number is 866-LIMB-DOWN (866-546-2369). This number will be provided to the City, Police Department and/or Fire Department. Our emergency response team will do what is necessary to render the hazardous tree or tree-related condition safe until the following workday.

Crew Rental

Due to our vast amount of resources, including our specialty equipment and qualified personnel we are able to extend our commitment to our customers by providing various miscellaneous services outside of the most common tree maintenance services:

- Flag hanging
- Holiday light installation
- Changing ball park lights
- Misc. use of aerial towers and cranes (including equipment rental)
- Crown reduction
- Crown restoration

Arborist Reports

We have full-time Certified Arborists on staff that can prepare detailed arborist reports, tree evaluations and site inspections based on your specific needs. Reporting can be generated for one tree or an entire selection and is handled on a case-by-case basis.

Plant Health Care

Tim Crothers, Plant Health Care Manager

- ISA Board Certified Master Arborist WE-7655 BUM
- DPR Qualified Pest Control Applicator #145321
- QAL Category B & D

Our PHC program managed by Tim Crothers goes beyond standard chemical applications. We have developed an efficient Integrated Pest Management Program (IPM) that requires diagnosis before treatment. WCA is staffed with licensed applicators and advisors that are environmentally conscious as well as compliant with the California Department of Pesticide Regulation. This service allows us to provide you with:

- Proper diagnosis based on on-site inspection with laboratory testing when necessary
- Proactive and preventative recommendations that reduce the amount of potential pest and disease issues
- Follow-up evaluations to ensure that the recommended treatments result in a healthy and balanced urban forest

Shot Hole Borer

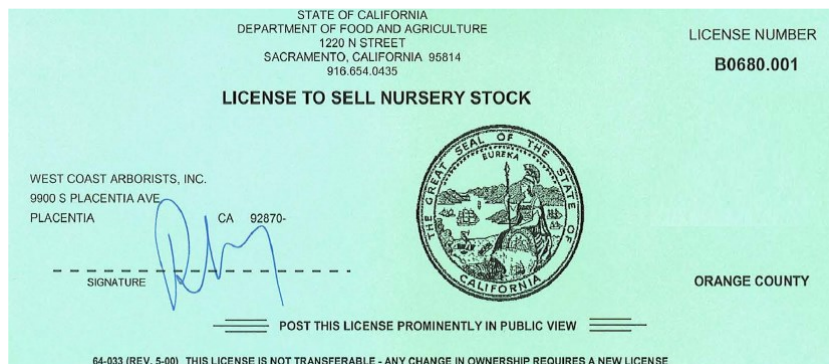
They Polyphagous Shot Hole Borer (PSHB) is a new pest in Southern California. This boring beetle drills into trees and brings with it a pathogenic fungus (*Fusarium euwallacea*), as well as other fungal species. When heavily infested, the resulting Fusarium causes the decline and death of trees. Over 120 different tree species are affected in Southern California and over 30 reproductive hosts are of high concern.

ABILITY TO ACQUIRE, PURCHASE & STAGE TREES

Cities expect the highest quality of new trees, proven varieties and an organization with the knowledge and skills to provide them with the latest and most reliable information available related to tree planting. By meeting these expectations, we're able to contribute to the success of reforestation projects within communities. In order to complete successful tree planting programs, cities can rely on us to locate, acquire and purchase different tree species.

As part of our Corporate Capability, we are financially able to purchase large quantities of trees for planting projects. Being familiar with over 50 nurseries in California, allows us to obtain the best tree available from a broad and plentiful stock. The process by which we obtain trees is quite simple: First, we utilize our database of nurseries, and contact several of them requesting specific trees with their prices.

Upon locating the availability of trees, we then perform a tree pre-inspection at the nursery. When time is of the essence, nurseries will provide us with photos either by mail or by e-mail for our review. Once the trees are purchased, and depending on the size of the project, we have them delivered to our facility in Placentia, Brea, or if possible, at a staging area within the City. It is through this process that we have planted an average of 14,000 trees for all of our customers each year during the past three years.



Customer Service Department

As we work with, or near, the public, we are mindful that we will most likely be the first person the public contacts. We have a full-time Customer Service Department with each Customer Service Representative (CSR) trained in addressing concerned residents and bystanders.

Complaints & Damage Resolution

Should there be any property damage, we adhere to specific procedures to resolve the problem. The Foreman on the job site will notify the resident and the Inspector immediately.

If the resident is not at home, then we will leave a WCA card with instructions to call our Claims Coordinator in our corporate office. The ultimate goal at each work site is to leave the property in the same condition as before we entered it. We will notify the City Representative immediately upon damage of personal property including plans for corrective measures to take place within 48 hours.

All WCA vehicles are equipped with an Accident Kit should anything happen during the work day. Each kit has an Incident Report, an Accident Report, an Injury Report, a camera, First Aid instructions and protocol for contacting the corporate office. A computerized log of all incidents is maintained to include the date, time of occurrence, location, problem and action to be taken pursuant thereto or reasoning for non-action.

Any activities found by the City to be unacceptable will be rectified immediately. All other complaints will be abated or resolved within twenty-four (24) hours of the occurrence. We have teams specifically assigned for handling damage to properties, both private and public. Through our communication system, we have the ability to dispatch either of these teams and have them respond immediately to the site for proper repair. We pride ourselves on professional workmanship to avoid these types of incidents, however, should one occur, we take all appropriate measures to resolve the matter in a timely and efficient manner.



OATH OF COMMITMENT

WCA is committed to working with the your agency staff to develop and maintain a work schedule that will provide the citizens with the most effective and efficient means to perform tree care services. We will adhere to the schedule established by your agency and ensure residents of our dedication to completing work in a timely manner. We understand that there may be fluctuations in the agency's budget and that the agency may ask us to reduce service levels in an effort to meet the current economic demands. By being flexible, we can help to ease any financial strain, promote contractor stability and guarantee residents with quality tree care & customer service.

This is our oath of commitment to uphold the namesake of your agency by providing gold standard tree care services.



Patrick Mahoney, President

2022

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INFORMATION MANAGEMENT



ARBORACCESS FEATURES

- Ease of use
- Create work orders
- View tree site details
- View work history
- View invoices
- Mobile app
- Live data
- GIS/GPS mapping

LIST TRACKING SYSTEM

The List Tracking Report in ArborAccess is a useful tool in the management of incoming work. This report allows both parties to track specific jobs as they are ordered by the City. Proper use of this system enables the City and WCA to track the completion of work that is ordered.

INVENTORY SOFTWARE- ARBORACCESS

Our tree management program sets us apart from other companies. With nearly 2,000 active users, ArborAccess and our mobile app will help you easily manage your urban forest with ease and convenience. Tree site attributes include location (utilizing GPS coordinates), species type, and parkway size. Features allow you to view and edit work history records and create work orders directly from the field, all from our secure cloud.

The information contained in ArborAccess is live data that can also be linked directly to a GIS program, such as ArcView, for geo-coding purposes and can assist your City in meeting GASB34 requirements. ArborAccess provides an unlimited resource of information regarding your urban forest.

SOFTWARE TRAINING

Our IT Department is based out of our corporate office in Anaheim, CA with regional offices located throughout California and Arizona. Each office has the ability to provide software training to our customers. We are also available to provide training sessions on-site at the customer's discretion. On-site training is proven to be effective as it provides a guided hands-on experience.

We offer periodic tree maintenance and management workshops each year. These free workshops are provided to our customers regionally and educate over 250 people annually. They have proven to be a great round-table and networking opportunity for the different agencies in attendance. Presentations are provided by WCA management staff and complimented with guest speakers in the industry. Certified Arborists and Tree Workers who attend are eligible to receive continuing education credits (CEU's) from the International Society of Arboriculture.

The success of any urban forest program depends on the proper management of information. Unlimited telephone and/or email support is available to answer technical questions and aid staff in the use of the software system. Software training and support is included in the cost associated with the inventory data collection.

WCA has completed **300+** GPS tree inventories.

BILLING

WCA, Inc. operates a modern invoicing system that is updated on a daily basis. Progress billings will be submitted to the Customers on a bi-weekly basis, unless otherwise requested. Invoices will reflect an amount complete for the billing period, along with a year-to-date total for that job. Each billing will include a listing of completed work by address, tree species, work performed and appropriate data acceptable to the customer. This information will be supplied in hardcopy and immediately accessible on ArborAccess. Job balances reflecting the percent of completion for each job can be viewed on ArborAccess.

SAMPLE MANAGEMENT TOOLS DETAILED TREE SITE CHARACTERISTICS

The advanced technology provides a valuable tool to urban forestry professionals by displaying specific tree site information along with a representative photograph of the species type and a recommended maintenance field. ArborAccess' built-in quality control features assist in data accuracy. As maintenance is performed, the work history is updated and accompanied with bi-weekly invoices. This process eliminates the need for dual-inputting and helps keep the tree inventory current and accurate.

MAINTENANCE RECORDS

Accurate maintenance records for each location oftentimes can assist the City with liability claims. Maintaining a detailed history of the work performed at each location demonstrates good faith in preserving its urban forest. It is imperative that work requests are pulled from the system prior to the work being performed, otherwise inventory accuracy is not guaranteed.

SAMPLE CITY SPECIES FREQUENCY REPORT

	Botanical	Common	Total	Pct.
	Liquidambar styraciflua	AMERICAN SWEETGUM	4,781	14.36%
	Lagerstroemia indica	CRAPE MYRTLE	2,008	6.03%
	Ulmus parvifolia	CHINESE ELM	1,963	5.90%
	Fraxinus velutina 'Modesto'	MODESTO ASH	1,820	5.47%
	Cupaniopsis anacardioides	CARROTWOOD	1,568	4.71%
	Fraxinus velutina	ARIZONA ASH	1,259	3.78%
	Pinus canariensis	CANARY ISLAND PINE	1,191	3.58%
	Grevillea robusta	SILK OAK	1,141	3.43%
	Pistacia chinensis	CHINESE PISTACHE	1,127	3.39%
	Liriodendron tulipifera	TULIP TREE	1,076	3.23%
	Other	OTHER	15,355	46.13%
	Total Trees		33,289	100%

The Species Frequency report can assist your City in identifying the tree population within the urban forest. This type of information is valuable in the event of an insect infestation, deadly disease, or even estimating future maintenance costs. In addition, an analysis can be performed to evaluate the history of the performance of a particular species within your City.

DETAILED REPORTING OPTIONS

- Inventory
- View Invoices
- Job Balances
- Green Waste
- Work History
- Work Type by District
- DBH Frequency
- Height Frequency
- District Frequency
- Species Frequency (sample above)
- All Tees at an Address
- Estimated Tree Value



**Modern Fleet consisting of
1500+
pieces of equipment.**

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EQUIPMENT SUMMARY

EQUIPMENT

Our modern fleet undergoes daily inspection prior to use to ensure efficiency and safety. All equipment is routinely serviced, painted, and detailed. All equipment used during the duration of this project will meet state and federal safety requirements and have all up-to-date certifications as required.

CHP Biennial Inspection of Terminal Certification

We have successfully been awarded the CHP Biennial Inspection Award of Recognition. This inspection has assisted our company in instituting several safety programs, as well as our Preventative Maintenance Program utilized by our in-house fleet department. The inspection reviews our vehicle maintenance and repair records, our procedural methods and policies for vehicle maintenance and operations. This certification ensures that our vehicles operate safely.

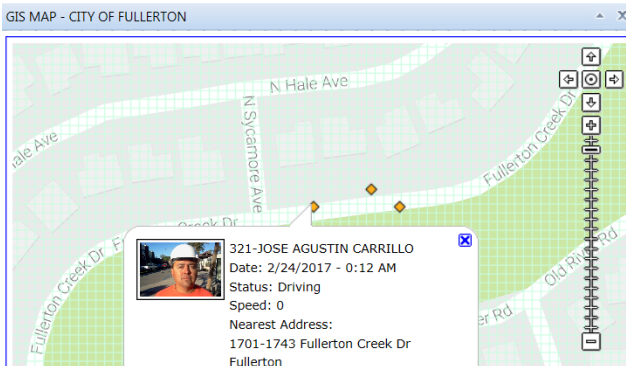
Telematics Fleet Solutions

WCA has partnered with Telematics Fleet Solutions to provide GPS units on all vehicles and equipment. This investment has given us and our customers the following benefits:

- Provide faster response times and more efficient routing allowing us to service more customers
- Lower operational costs by optimizing our fleet size, reducing labor, overtime, and insurance, and minimizing costly vehicle repairs
- Decrease fuel use by monitoring fleet fuel economy and saving on unnecessary fuel expenditures
- Reduce emissions by helping drivers improve their habits such as speed and idle time, and reducing total miles driven which will significantly reduce harmful greenhouse gas emissions
- Improve dispatching with landmarks and driving directions. GPS units helps us to better dispatch so that we can service more customers, faster
- Recover stolen vehicles reducing liability costs which can be passed on to customers

EQUIPMENT LIST SUMMARY:

Pick Up Trucks	320
Aerial Lift Devices	324
95' Aerial Devices	15
Dump Trucks	181
Flat Beds	39
Forklifts	6
Arrowboards	73
ATVs	7
Stump Grinders	59
Loaders	70
Rubber Track Loader	1
Root Pruners	2
Rolloff Trucks	50
Saw Mill	2
Log Skidder	1
Back Hoes	1
Brush Chippers	170
Cranes	5
Toyota Prius	11
Toyota Yaris	8
Ford CMAX	4



CURRENT CONTRACT WORK EXPERIENCE

WCA, Inc. understands the challenge that many cities face to reduce the cost of tree maintenance services, while increasing the level of performance. Utilizing our services as a valuable, cost-effective resource, cities are able to provide better services to their community. These contracts cover a range of services from providing emergency response to maintaining the City's entire urban forest.

CITY OF NORWALK—SINCE 1997



Annual Budget: \$ 400,000
Contact: Joe Garcia, Maintenance Supervisor
Address: 12700 Norwalk Blvd., Norwalk, CA 90650
Phone: (562) 929-5511
Email: jgarcia@ci.norwalk.ca.us

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REFERENCES/ EXPERIENCE

WCA performs various tree maintenance services for the City. The City is currently on a 3 year maintenance cycle which includes major arterials, residential areas, parks and facilities. WCA maintains all tree maintenance records in ArborAccess

CITY OF WHITTIER—SINCE 2005



Annual Budget: \$ 1,000,000
Contact: Wayne McBurney, Tree Maint. Supv.
Address: 13230 Penn St., Whittier, CA 90602
Phone: (562) 464-3375
Email: wmcburney@cityofwhittier.org

WCA performs various tree maintenance services for the City and maintains the work records for 22,623 city-owned tree sites including parkways, parks, and facilities. The City of Whittier is currently on a 5 year grid trim maintenance cycle. Emergency response is also provided

COUNTY OF LOS ANGELES—SINCE 2010



Annual Budget: \$ 4,300,000
Contact: Nathan Birdwell, Tree Superintendent
Address: 38126 N. Sierra Highway, Palmdale, CA 93550
Phone: (661) 974-7173 x. 257
Email: nbirdwell@dpw.lacounty.gov

WCA trims nearly 25,000 trees of the county's 500,000 tree population annually. We also perform tree removals and tree planting on an as-needed basis. Part of our work requirements include palm tree inspection and bird nesting inspections as work is performed.

CITY OF TEMPLE CITY—SINCE 2002



Annual Budget: \$ 295,000
Contact: Adam Matsumoto, Parks & Rec, Dir.
Address: 9701 Las Tunas, Temple City, CA 91780
Phone: (626) 285-2171 x4505
Email: amatsumoto@templecity.us

WCA performs tree maintenance in several areas including blocks, medians, trails, facilities and parks. The ficus trees are on an annual maintenance cycle. WCA assisted the City in developing a Master Plan for their urban forest. In 2012 the GPS inventory was updated to reflect the circumstantial changes effected by the storm damage in 2011

CITY OF SANTA FE SPRINGS—SINCE 2006



Annual Budget: \$ 300,000
Contact: Eric Borunda
Address: 12636 Emmens Way, Santa Fe Springs, CA 90670
Phone: (562) 868-0511
Email: ericborunda@santafesprings.org

WCA performs tree maintenance services throughout the City of Santa Fe Springs that includes but is not limited to grid tree pruning, special request tree removals, stump removals and pruning. WCA also uses it's own inventory software system ArborAccess in which the City has full access to. Emergency services are available as needed.



State of California

Department of Industrial Relations

Contractor Information

Legal Entity Name
WEST COAST ARBORISTS, INC.
Legal Entity Type
Corporation
Status
Active
Registration Number
1000000956
Registration effective date
07/01/19
Registration expiration date
06/30/22
Mailing Address
2200 E. VIA BURTON ANAHEIM 92806 CA United States of America
Physical Address
2200 E. VIA BURTON ANAHEIM 92806 CA United States of America
Email Address
vgonzalez@wcainc.com
Trade Name/DBA
License Number (s)
CSLB:366764

Registration History

Effective Date	Expiration Date
05/29/18	06/30/19
06/07/17	06/30/18
06/09/16	06/30/17
06/26/15	06/30/16
08/19/14	06/30/15
07/01/19	06/30/22



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
07/01/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aon Risk Insurance Services West, Inc. Los Angeles CA Office 707 Wilshire Boulevard Suite 2600 Los Angeles CA 90017-0460 USA	CONTACT NAME:	
	PHONE (A/C. No. Ext): (866) 283-7122	FAX (A/C. No.): (800) 363-0105
INSURED West Coast Arborists, Inc. 2200 E Via Burton Anaheim CA 92806 USA	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	NAIC #	
	INSURER A: Starr Indemnity & Liability Company	38318
	INSURER B: Starr Specialty Insurance Company	16109
	INSURER C: Navigators Specialty Insurance Company	36056
INSURER D:		
INSURER E:		
INSURER F:		

Holder Identifier :

COVERAGES **CERTIFICATE NUMBER:** 570088275316 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			1000100141211	07/01/2021	07/01/2022	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			1000198198211	07/01/2021	07/01/2022	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
C	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION			SE21EXCZ059NKIC	07/01/2021	07/01/2022	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	1000004229 Workers Comp AZ 1000004228 Workers Comp CA	07/01/2021 07/01/2021	07/01/2022 07/01/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE-EA EMPLOYEE \$1,000,000 E.L. DISEASE-POLICY LIMIT \$1,000,000

570088275316

Certificate No :

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

West Coast Arborists, Inc. 2200 E Via Burton Anaheim CA 92806 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Aon Risk Insurance Services West, Inc.</i>

Attachment #3



Request for Proposals
Tree Maintenance Services

City of Bradbury

January 11th 2021



Tel 800-794-9458 / Fax 626-960-8477
www.mariposa-ca.com

6232 Santos Diaz Street, Irwindale, CA91702
CA Contractors License #1061455 C61/D49, C27, C31, A



M A R I P O S A

T R E E M A N A G E M E N T , I N C

January 11th 2021

ATTN: Sophia Musa
Management Analyst
City of Bradbury
600 Winston Avenue
Bradbury, California 91008

Dear Sophia,

Mariposa Tree Management would like to thank you for the opportunity to submit a proposal for your Tree Maintenance Services.

For more than 40 years, Mariposa Tree Management has provided clients throughout Southern California with expert tree care. Here is why we would be the best solution for you:

- **Specialized Expertise** - In December 2019, our company expanded its Tree Division by branching off from our parent company, Mariposa Landscapes. This specialization allows us to provide arboreal expertise that is unmatched by our competitors.
- **Decades of Experience** - Our team of more than 50 qualified experts has provided tree trimming to numerous cities, counties, businesses, and residences. Whether pruning an avenue of palms, saving a heritage tree, or providing cleanup after a storm, Mariposa has seen it all and can handle even the most challenging situations.
- **Personal Service** - Our clients choose Mariposa because of the personal attention we provide - in other words, you will not be "just a number." We pride ourselves on responsive, responsible and professional work.

We have thoroughly reviewed the RFP, draft agreements, all addenda, and all site conditions for this project. Our price reflects all the necessary labor, equipment, and materials needed to perform this work. Our proposal is valid for 90 days after the RFP submittal date. All work will be performed in strict accordance with the specifications of the RFP. All information submitted with this proposal is true and correct. Please reach out to our VP of Operations Dennis Jones at (626) 890-0164 Ext. 329 or dennis@mariposa-ca.com with any questions.

We look forward to being the successful contractor and working with you to make the City of Bradbury's urban forests a source of pride for the entire city.

Respectfully Submitted,

Dennis Jones, Secretary & Vice President of Operations

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**BID PROPOSAL
TREE MAINTENANCE AND REMOVAL
CITY OF BRADBURY, CALIFORNIA**

The cost of all labor, services, material, equipment and installation necessary for the completion of the work itemized under this schedule, even though not shown or specified, shall be included in the unit price for the various items shown herein. For a description of the work associated with each bid item, see **Bid Item Descriptions** above.

This proposal does not list quantities for the Base Bid. Following the award of a tree maintenance and removal contract, the base bid will be utilized by City staff to design a grid trimming system that will maximize the use of existing City tree maintenance budget amounts. Thus, the total number of trees to be trimmed under the initial year of an annual grid trimming program is not known at this time. It is estimated that current budgeting will allow for the removal and replacement of the trees listed in the Additive Alternate Bid below and for grid trimming of as many as 200 trees. However, these quantities listed in this Bid Schedule are intended only as a guide for the Contractor as to the anticipated order of magnitude of work.

The City of Bradbury reserves the right to increase or decrease the quantity of any item or omit items as may be necessary, and the same shall in no way affect or void the contract, except that appropriate additions or deductions from the contract total price will be made at the stipulated unit price in accordance with these Contract Documents.

The City of Bradbury reserves the right to reject any and all bids, to waive any informality in a bid, and to make awards in the interest of the City of Bradbury.

The Contractor will not be reimbursed for work performed for his convenience, or as required to adapt to field conditions, or for unauthorized work performed outside of that required by the Contract Documents. The proposal schedule shall include all costs for labor, services, material, equipment, and installation associated with completing the work in place per this request for proposals.

AUTHORIZED SIGNATURE:  _____ Dennis Jones

TITLE: Secretary & Vice President of Operations

DATE: 01/03/2021

CONTRACTOR'S LICENSE NUMBER: 1061455

CONTRACTOR'S LICENSE CLASSIFICATION(S): A, C-27, C-31, C-61/D-49

**BID PROPOSAL
TREE MAINTENANCE AND REMOVAL
CITY OF BRADBURY, CALIFORNIA**

The undersigned, as bidder, declares that he/she has examined all of the documents and requirements contained in this request for proposals for the above referenced project, and that he/she will contract with the City of Bradbury on the form of contract provided herewith to do everything necessary for the fulfillment of this contract at the price, and on the terms and conditions therein contained.

The following are included and are to be considered as forming a part of this proposal:

BID PROPOSAL

BID SCHEDULE

BIDDER'S STATEMENT REGARDING INSURANCE COVERAGE

STATEMENT REGARDING CONTRACTOR'S LICENSING LAWS.

We agree if our proposal is accepted and a contract for the performance of the work is entered into with the City of Bradbury, to so plan the work and to prosecute it with such diligence that all of the work shall be completed within a timely manner.

NAME OF BIDDER (FIRM): Mariposa Tree Management Inc.

MAILING ADDRESS: 6232 Santos Diaz Street, Irwindale Ca 91702

California S - Corporation

STATE AND TYPE OF INCORPORATION:

626-960-0196

TELEPHONE NUMBER:

 Dennis Jones

AUTHORIZED SIGNATURE:

Secretary & Vice President of Operations

TITLE:

01/03/2021

DATE:

(If Company is a Corporation, provide corporate resolution

Bid Schedule

Grid or Annual Tree Trimming		
Bid Item	Unit	Unit Price
	Per tree	\$140.00
Full trim (Service request or Special Request)		
Tree Size (dbh)	Unit	Unit Price
0-6"	Per tree	\$25.00
7-16"	Per tree	\$75.00
17-24"	Per tree	\$175.00
25-36"	Per tree	\$250.00
37" and over	Per tree	\$350.00
Tree Removal		
Tree and stump	Per dbh	\$50.00
Tree only	Per dbh	\$37.00
Stump only	Per stump diameter	\$22.00
Tree Planting		
15 gallon w/root barrier	Per tree	\$175.00
15 gallon w/o root barrier	Per tree	\$165.00
24 inch box w/ root barrier	Per tree	\$425.00
24 in box w/o root barrier	Per tree	\$400.00
Crew rental		
Standard time	Per manhour	\$100.00
Overtime	Per manhour	\$100.00
Certified Arborist Services		
	Per Hour	\$50.00
Additional Equipment Rates		
	Per hour	
	Total Base Bid	\$2,539.00

Total Base Bid in words:

**PROPOSAL
TREE MAINTENANCE AND REMOVAL
CITY OF BRADBURY, CALIFORNIA**

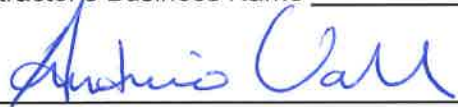
WORKERS' COMPENSATION INSURANCE CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

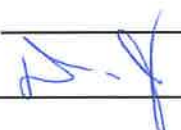
I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

DATE: 01/03/2021

Contractor's Business Name Mariposa Tree Management Inc.
(Contractor)

By:  Antonio Valenzuela
(Signature)

Chief Financial Officer
(Title)

Attest: 
By: Dennis Jones
(Signature)

Secretary & Vice President of Operations
(Title)

**STATEMENT REGARDING INSURANCE COVERAGE
TREE MAINTENANCE AND REMOVAL
CITY OF BRADBURY, CALIFORNIA**

The undersigned representative of Bidder hereby certifies that he/she has reviewed the insurance coverage requirements specified herein. Should Bidder be awarded the contract for the work, the undersigned further certifies that Bidder can meet all of these specification requirements for insurance including insurance coverage of his/her subcontractors.

NAME OF BIDDER: Mariposa Tree Management Inc.

MAILING ADDRESS: 6232 Santos Diaz St. Irwindale California 91702

.....

AUTHORIZED SIGNATURE:  Dennis Jones

TITLE: Secretary & Vice President of Operations

DATE: 01/03/2021

Proposal Submittal

Please complete the required forms in the enclosed RFP and email forms by Tuesday, January 11, 2022 prior to 5:00pm to:

Sophia Musa
smusa@cityofbradbury.org
Management Analyst
City of Bradbury

Questions can be directed to Sophia Musa at the email listed above and also to the Bradbury City Manager, Kevin Kearney, at kkearney@cityofbradbury.org.

Statement Regarding Contractor's Licensing Laws

Contractor's Licensing Laws

Mariposa Tree Management Inc. will follow all required Contractor's Licensing Laws.

Company Organization

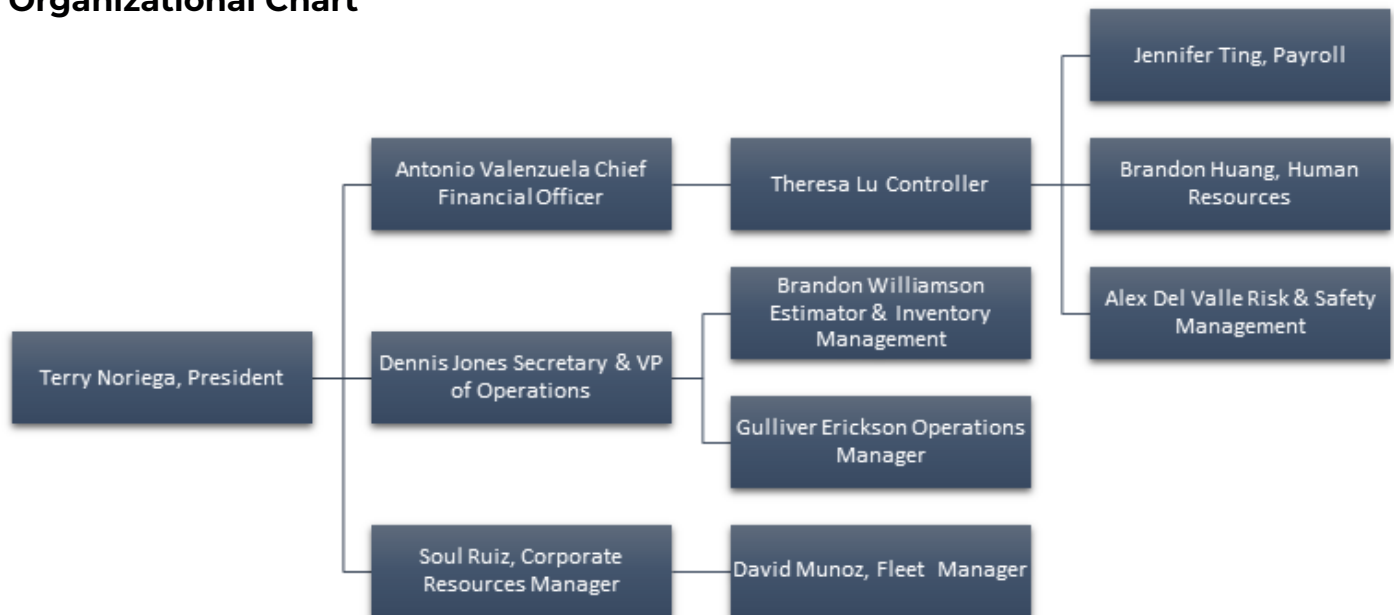
Principal Parties

Mariposa Tree Management is owned by Terry Noriega.

The company is governed by three principal parties: Terry Noriega (President), Dennis Jones (Secretary & Vice President of Operations), Antonio Valenzuela (Chief Financial Officer).

The principal point of contact for this project will be Dennis Jones. He can be reached at 626-890-0164 and dennis@mariposa-ca.com. He works out of the main Mariposa Tree Management Office in Irwindale.

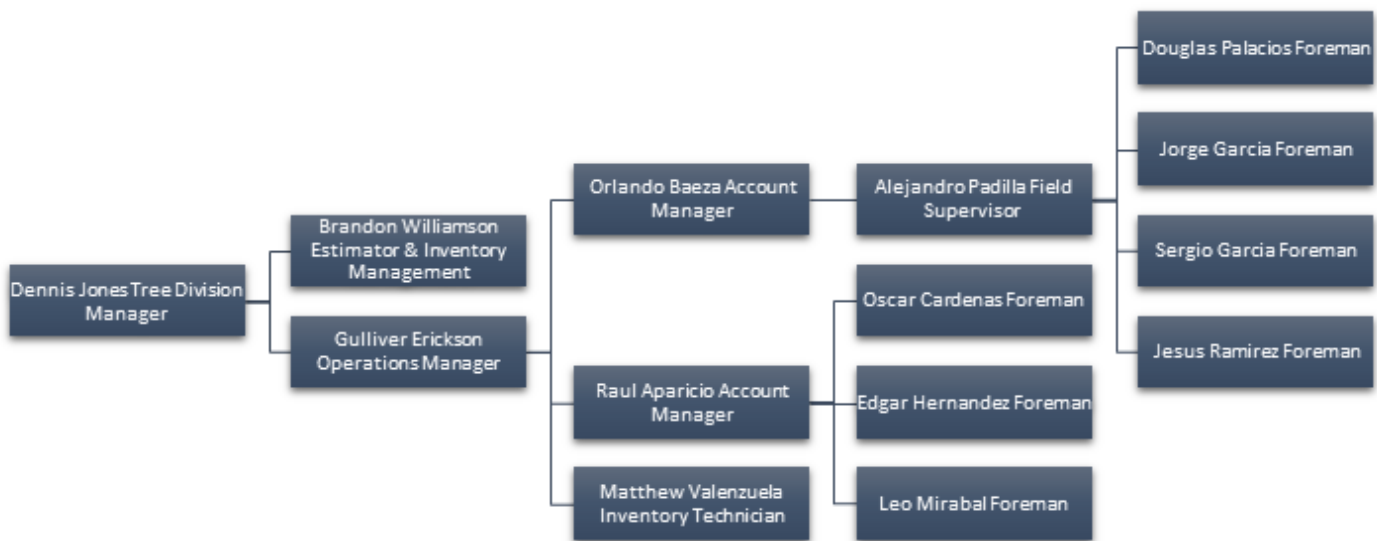
Organizational Chart



Mariposa Tree Division

Tree Division Organization

Organizational Chart



Office Locations

The Mariposa operational office in Irwindale will have primary responsibility for managing this account.

The location of the corporate office and operational offices and work yards are listed below.

Corporate Office

- 6232 Santos Diaz Street, Irwindale, Ca 91702
- Phone: (626) 960-0196 / Fax: (626) 960-8477

Operational Office & Work Yard

- 4790 East Los Angeles Avenue, Somis California 93066
- Phone: (805) 386-4140

Operational Office & Work Yard

- 1107 East Walnut Avenue, Santa Ana California 92701
- Phone: (714) 352-2297

Main Operational Office & Work Yard

- 15529 Arrow Highway, Irwindale California 91706
- Phone: (626) 960-0397

Operational Office & Work Yard

- 11093 Almond Avenue, Fontana California 92337
- Phone: (909) 429-2546

Operational Office & Work Yard

- 1650 West 130th Street, Gardena California
- Phone: (626) 960-0196



Company Background

History

For more than 40 years, Mariposa Tree Management has provided cities and counties throughout Southern California with expert tree care. Our company has more than 50 highly-trained and qualified personnel, 40 of whom are certified tree care employees.

Mariposa Tree Management **began in 1977** as part of Mariposa Landscapes. The firm began by performing custom residential and small commercial landscape maintenance and installations. After five years of growth, Mariposa expanded into public works maintenance operations. In the 1980s, we officially launched a public works installation department and a tree division. In 1989 we expanded again and created our tree division.

We expanded our tree division and consolidated our certified arborists and into the newly incorporated, "Mariposa Tree Management". Our company provides tree maintenance services for a variety of municipal clients and commercial developments, providing all types of tree care, from installation to maintenance to removal. See Section 3 for more about our breadth of services.

Throughout the years, Mariposa Tree Management ownership has remained the same. We do not hold a controlling or financial interest in any other organization and are not owned by any other person or organization.



Financial Condition

Mariposa Tree Management has been capable of **meeting all financial obligations** for more than 40 years. Our company has experienced continued growth and its parent company, Mariposa Landscapes, has shown continued expansion by opening locations in Santa Ana, Somis, and Palm Desert. We have not in the past and are not currently filing for bankruptcy. We do not have any pending litigation. Our offices are open and operating at full capacity. We do not have any pending mergers.

Specialized Tree Care

Mariposa Tree Management is set apart from the competition by **providing comprehensive consulting services** in addition to expert tree care. Our ability to provide such excellent service is due to our crews of highly-trained, safety-oriented, certified arborists and tree workers. Our staff receives the latest training in arboriculture methods, techniques, and software systems.

Our specialized consulting services include the following: Urban Forest Management Planning, Tree Evaluations, Inventory Management, Risk Assessments, Hazard Reports, Tree Appraisals, and Insect and Disease Control Recommendations.

Our clients trust us with their most valued trees and stands of urban forest. See Section 3 of this report for more information about our specialized operational processes and the difference they make for our clients.

Geographic Coverage

Our base in Irwindale, California provides a central location for servicing Los Angeles, Orange, Riverside, San Bernardino, and Ventura counties. From the Glendale, Arizona offices of Mariposa Landscapes, we also serve all of Maricopa County.



Licenses and Certifications

Company Details

President: Terry Noriega

California Corporation: C4311511

California Employer ID: 123-5513-7

Date of Incorporation: December 17, 2019

Accreditation

Mariposa Landscapes received accreditation from the **Tree Care Industry Association (TCIA)** in 2012, becoming one of the few accredited tree care companies in California. In 2020, the accreditation was transferred to Mariposa Tree Management. This accreditation involves a thorough audit process of procedures in the following areas:

- 1.Consumer Satisfaction
- 2.Best Business Practices
- 3.Business Ethics
- 4.Employee Training
- 5.Safety
- 6.Quality
- 7.Industry Standards
- 8.Arborist Certification
- 9.Insurance Coverage
- 10.Work Estimates and Specification





Minority Business Enterprise

Mariposa Tree Management is proud to be certified as a **Minority Business Enterprise** with the City of Los Angeles as of April 16, 2020 (MBE Certification #20000326, expiring April 20, 2025). The Women and Minority Business Enterprise Clearing House has audited and verified our eligibility as an MBE pursuant to the California Public Utilities Commission General Order 156. Our EEO/Affirmative Action Plan is currently approved by the Office of Contract Compliance pursuant to Los Angeles Administrative Code Section 10.8 et seq and is on file with this office. This plan will expire in 2021. The County of Los Angeles Office of Affirmative Action Compliance has certified Mariposa Tree Management as an eligible participant in the county of Los Angeles Local Business Enterprise (LBE) Program and has a registration date of April 1, 2020.

ADDITIONAL LICENSES & CERTIFICATES

Contractors State License:	1061455	C-27, A, C-61/D-49
Qualified Applicators License:	103864	ABCDEFH
Pest Control Advisor License:	74416	ABCDEG
Pest Control Business License:	30977	
Irwindale Business License:	000538	
Supplier Clearinghouse MBE:	20000326	
LA County LBE (LABAVN #):	106243	
LA CO. Agricultural Pest Control:	1000279	
Certified Arborist:	WE-1182A	
DIR No.	1000551767	

Copies of Licenses and certifications not included in this rfp can be provided upon request..

Proposed Staffing

The management and crew at Mariposa Tree Management have more than 100 years of combined experience in urban forestry operations, customer service, account management, and inventory technology. In addition to our **vast experience** in the field, our staff has completed numerous certifications, courses and training in urban forestry, and natural resources education. These include degrees from educational organizations accredited by the International Society of Arborists, the Society of American Foresters and the International Society of Arborists.

Our team leverages years of experience working with its major clients, including the cities of San Marino, Moorpark, Los Angeles, Burbank, and Palmdale, as well as the counties of Los Angeles, San Bernardino, and Ventura when managing client relations. Mariposa Tree Management has mastered **efficient, detail-oriented relations** in every aspect of these contracts, including coordinating with city officials, generating work orders, managing inventories, completing tree work operations, and processing records for accounting.

Since its start, our tree division has completed **more than 1,000 contracts** ranging in value between \$500 and \$2.5 million. Over the past three years, Mariposa Tree Management teams have successfully completed contracts with Palm Springs, Pasadena, Los Angeles County, and Caltrans which were comparative in size and complexity to the requested services included in this proposal. These contracts included urban forestry operations with the following tasks: customer service, account management, inventory management, trimming, pruning, removals, planting, and arboricultural consultations. All these projects have been completed successfully.

The **contacts and qualifications** of the Mariposa Tree Management staff members primarily responsible for providing services and support for this contract are detailed below.



DENNIS JONES, Vice President of Operations

- **Roles:** Supervision, Scheduling, Billing, Consultation, and Customer Support
- Assigned for duration of project
- **Relevant work experience:** 20 years in this capacity
- BS Degree in Urban Forestry from Cal Poly San Luis Obispo
- Certified Arborist WE-5700A
- TCIA Certified Tree Care Safety Professional #00843 (CTSP)
- Qualified Applicators License QAL 108771, Categories B, C, & F
- Tree Risk Assessment Qualified (TRAQ) International Society of Arboriculture
- Wildlife Protector Certification from the Wildlife Training Institute. #821
- ISA Municipal Specialist
- Notary Public



GULLIVER ERICKSON, Operations Manager

- **Roles:** Scheduling, Dispatch, Emergency Contact, and Supervision
- Assigned for duration of project
- **Relevant Work Experience:** 28 years in this capacity
- ISA Certified Arborist WE-10288A
- Qualified Applicators License #140377
- Tree Risk Assessment Qualified (TRAQ) International Society of Arboriculture
- Certified Traffic Control Technician (ATSSA)
- TCIA Certified Tree Care Safety Professional #1528
- TCIA Certified Ground Operations Specialist



JANET LEIJA, Administration

- **Roles:** Clerical, Scheduling, and Billing
- Assigned for duration of project
- **Relevant work experience:** 10 years in this capacity





BRANDON WILLIAMSON, Estimator & Inventory Management

- **Roles:** Work Site Evaluations, Develop Project Proposals, Manage Tree Inventories, Work Orders, and Work Histories
- Assigned for duration of project
- **Relevant Work History:** 3 years in the tree care industry
- AAS Degree in Natural Resource Technology – Forest Resources from Mt. Hood Community College, Gresham Oregon
- Certified Natural Resource Technician (MHCC)
- OSHA 30 Certified
- TCIA Certified Ground Operations Specialist



ORLANDO BAEZA, Account Manager

- **Roles:** Supervision, Scheduling, Billing, Consultation, and Customer Support
- Assigned for duration of project
- **Relevant work experience:** 10 years in the industry
- TCIA Certified Tree Care Safety Professional #1526
- TCIA Certified Ground Operations Specialist



RAUL APARICIO, Account Manager

- **Roles:** Supervision, Scheduling, Billing, Consultation, and Customer Support
- Assigned for duration of project
- **Relevant work experience:** 10 years in this capacity
- TCIA Tree Climber Specialist
- TCIA Certified Ground Operations Specialist
- Certified Traffic Control Technician (ATSSA)





Employee Training

Mariposa Tree Management provides a complete training program. Our goal is to enable our employees to progress to higher levels of pay and rank by acquiring specialized knowledge about tree maintenance. By providing training to all our workers, we become more efficient as a whole and provide better results for our customers.

Currently our training program involves learning in three areas: **Instruction, Safety, and Practical Knowledge.** We run a robust new-hire training program. We currently employ four Line Clearance Certified Personnel, and CPR & First Aid Training and EHAP certifications are maintained for all employees.

In addition to our new-hire training program, our supervisors also conduct regular training sessions. These sessions include instructing and evaluating foremen and crews on safety and current techniques of equipment operation, maintenance practices, chemicals, and fertilizers. Additional topics of training are listed below.

- Chipper Safety and Operation
- Chain Saw Safety and Operation
- Pruning Techniques
- Aerial Lift Safety and Operation
- Loader Safety and Operation
- Safe Driving Tactics
- Safe Small Equipment Operation
- Planting Techniques
- Traffic Control Safety and Techniques
- Tree I.D. (General and Account Specific)
- Fertilizer Use and Application
- Chemicals: Herbicides, Fungicides, Insecticides
- Aerial Rescue
- Emergency Situations
- Arboricultural Injuries



Subcontractors

Subcontractors

Mariposa Tree Management Inc. will not be using a subcontractor for this project

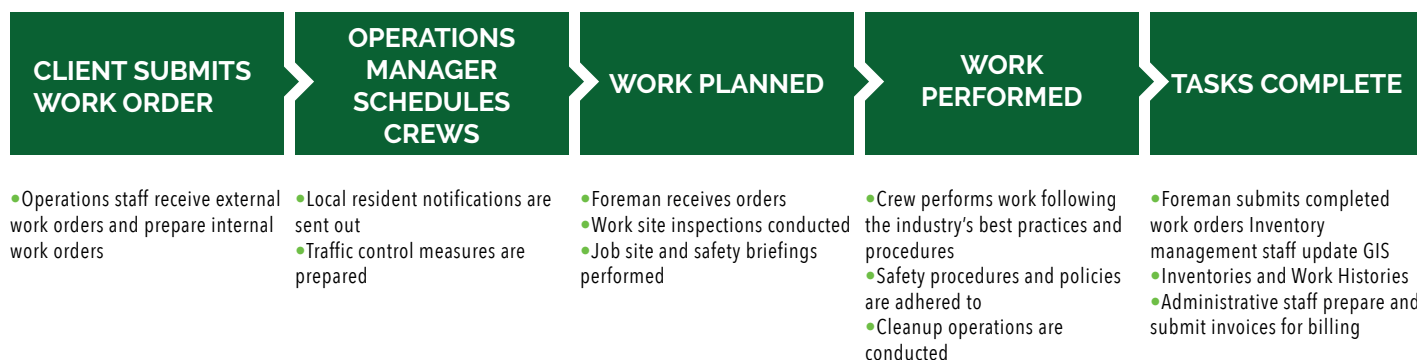
Project Understanding

Work Plan, Operational Processes & Timeline

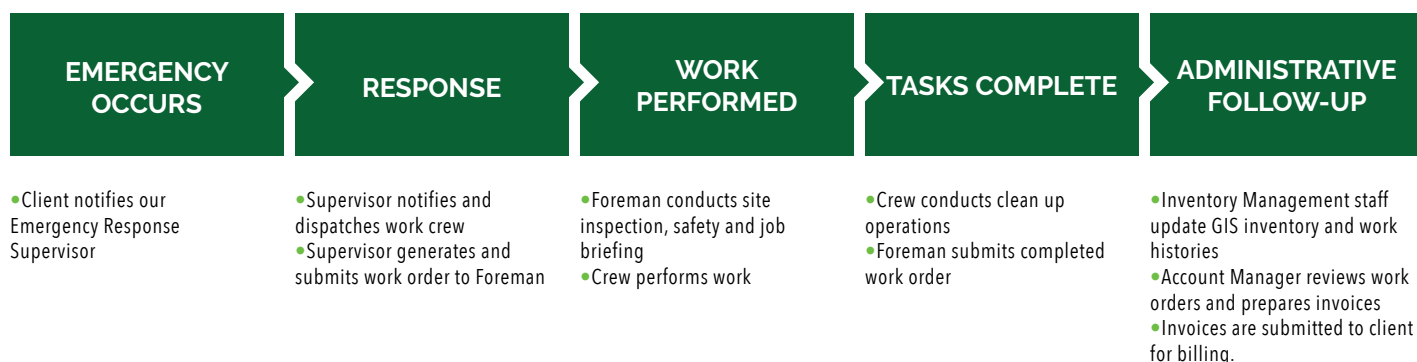
Mariposa's success stems from our ability to follow stated work plans and processes in both normal day-to-day work or in case of emergency.

At Mariposa Tree Management we believe that providing high quality services requires proper planning, safety policies that are enforced, and multi-tiered training geared for both the individual and team levels. When we receive a notice of award our operations staff immediately start the reconnaissance and planning needed to complete each project and prepare for any specific needs that project might require. Once our staff have completed their planning, scheduling, and other preparation tasks, they will submit it to your assigned representative for approval. Upon approval our operations staff will follow the workflow processes outlined below in order to ensure that we deliver the highest quality results for you!

NORMAL WORKFLOW PROCESS



EMERGENCY RESPONSE PROCESS





Tree Planting & Young Tree Care

Purchasing & Storage

Our account managers are thoroughly experienced in the tree purchasing process. We have **long-standing relationships** with numerous nurseries across Southern California which allows us to access trees from multiple resource points. When needed, clients can also store trees at our main yard in Irwindale.

Planting

Our highly-trained tree workers are adept at planting seedlings, and saplings. Using **proven planting methods** and procedures, we can maintain high survivability rates for your young trees. All newly planted trees come with a 90-day warranty.

Ensuring **proper root barrier** installation and adherence to urban forestry methods and best practices is of utmost importance to prevent future problems for clients.

Young Tree Care

Mariposa takes every precaution to ensure young trees grow into healthy and structurally-sound adults. Using **proven sapling-training methods**, we can increase the strength of young trees, and increase productivity of the best branches. This process includes removing dead, broken, weak, or diseased



branches and selecting and promoting the growth of a “central leader,” as well as selecting the lowest permanent branch, the main “scaffolding” branches, and removing their competitors. Lastly, we regularly prune temporary branches to maintain health and reduce competition for nutrients and water.



Pruning Services

After years of urban forest management for clients around Southern California, Mariposa has in-depth pruning experience and knows how to match **the right technique for the right tree.**

- **Prune to Raise** – Raise the canopies of trees for vehicular and pedestrian access.
- **Prune for Structure** – Provide proper clearances for trees in their youth, in order to reduce hazards as they grow and age. This method is the most cost-effective means of pruning available. This method addresses trees with a strong central leader by reducing or removing co-dominant stems.
- **Prune to Clean** – Remove dead, diseased, and hazardous branches from a tree's canopy.
- **Prune to Thin** – Perform a cleaning and remove overcrowded branches. This method is used to provide light penetration and reduce wind resistance within the canopy. No more than 25 percent of live foliage should be removed during any single thinning cycle.
- **Prune to Reduce** – Reduce the size of the trees that have been thinned repeatedly over many years. This method can also be used to reduce the overall stress on a tree due to recent root cuttings or disruptions.
- **Prune Palms** – Remove hazardous and messy frond fruit, seeds, and dead or dying fronds.



Tree Maintenance

Inspection

Mariposa Tree Management's certified arborists and tree workers have years of experience in detecting hazards in trees throughout the urban environment and nearby forests.

Our crews are trained to observe and report potential hazards while they perform their duties. Many times, physical defects in trees are not visible from the ground and can only be seen once aloft. Our climbers and bucket operators are trained to look for defects and **immediately report hazards** to their supervisor. If we locate a urgent hazard, we follow up with our designated city point of contact as soon as possible.

Hazard Tree Analysis

We deliver comprehensive hazard tree analysis and consulting services. These services include detailed reports on which trees are affected, their risk assessment, and our recommended course of action.

Cabling & Bracing

Mariposa Tree Management provides expert cabling and bracing services to help **reduce the risk** of a tree's branches and stems from breaking. We use the latest cables and equipment, as well as pre-deployment testing.



Foliar and Pesticide Treatments

We are proud to employ **certified applicators** to provide expert services to our clients. Our applicators are trained to ensure proper safety procedures and correct application methods are used to maintain the health of your urban forest.



Tree Removal

Mariposa Tree Management offers complete tree removal services from start to finish. Our highly-trained and safety-oriented tree care experts will designate a work area, provide traffic control, use the latest safety equipment, cut the tree, and haul away the debris.

Stump Removal

We use the latest equipment to provide either full stump removal or stump grinding services.

Debris Hauling

Providing safe and clean environments throughout the tree care process is very important to us at Mariposa. Using our chippers, loaders, containers, and utility dump trucks, hauling away debris from the work site is fast and efficient. As part of our waste disposal service we ensure that green-waste, and anything else that can be recycled, is taken to the proper facilities.



Urban Forest Management

Weed Abatement

Mariposa Tree Management offers complete weed abatement services. We are proud to employ **certified applicators** who are trained to mix and apply herbicides and pesticides that will reduce and remove unwanted vegetation.

Non-Native Vegetation Removal

Non-native and invasive species tend to grow fast and can be difficult to remove once established. Mariposa Tree Management is proud to provide **removal of these threats** to your urban forest. We also specialize in treating the area to reduce the ability of unwanted plant species to return. We ensure that our employees are careful to remove the plants according to your specifications.

Fire Clearance

Fire Return Intervals in Southern California are an increased risk for clients across the region. Mariposa Tree Management is committed to **reducing fire hazards** by providing pruning and removal services along right of ways and roadways, which prevents wildfires from jumping to an adjacent area. We ensure that proper clearances and distances are maintained in order to reduce a fire's intensity and ability to spread.

Landscape Demolition

Removing unwanted debris and clearing your landscape in preparation for your next project can be a big task. We provide skilled staff and the latest equipment to handle landscape demolition in even the **most difficult situations**. From tree removal to yard debris to landscape demolition to hauling, we provide complete and safe services to our clients.





Expert Services

Day Service Crew

Mariposa Tree Management is capable of providing a tree crew on a rental basis to meet the needs of our clients who may **require additional tree maintenance** services that are not on the normal schedule and not considered emergency work. One crew consists of a chipper truck, chipper, one aerial lift truck and the crew members assigned to each.

Emergency Services

Mariposa Tree Management always has a **24-hour emergency response crew** ready to deploy in case of a client emergency.

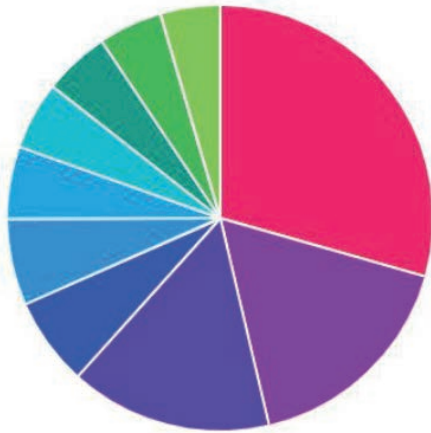
Our emergency response process begins once we get a client call. At that time, we immediately dispatch our crew, create a work order, inspect the work site, complete the job, perform a follow-up inspection, and invoice the client.

Tree Watering

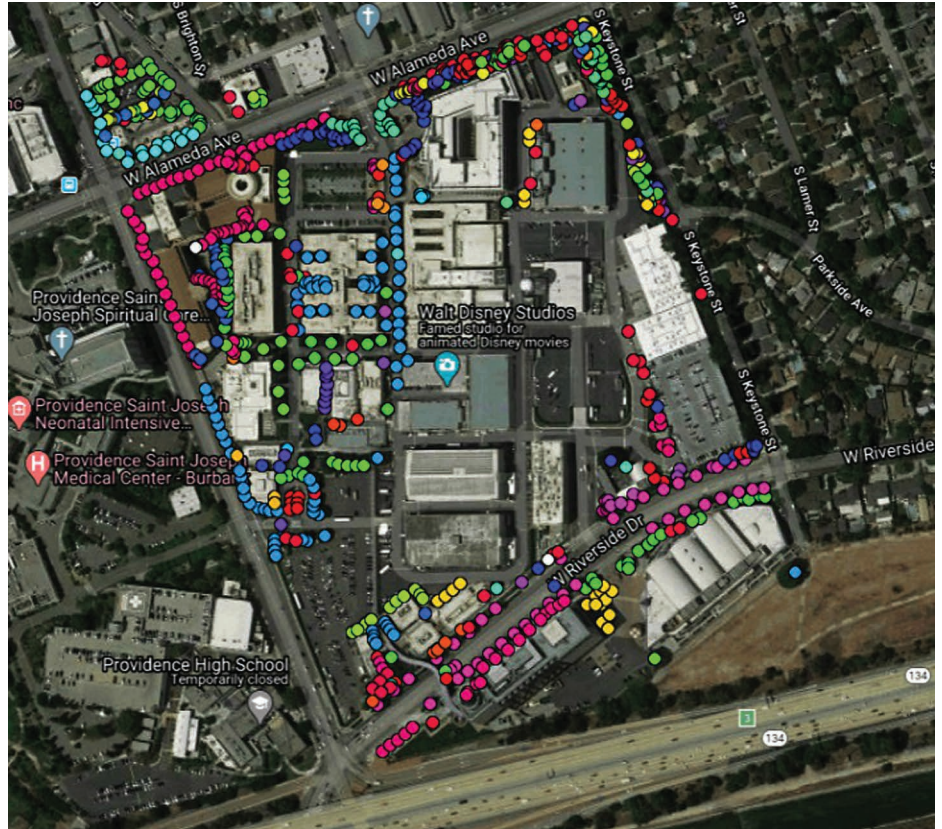
We provide tree-watering services to many clients using one of two methods: 1) A one-man crew operates a water truck to water trees along specified routes, or 2) A one-man crew wears a backpack and follows a route on-foot to reach trees that are not easily accessible by vehicle.



CLIENT TREE INVENTORY



- London plane 29.4%
- Chinese elm 16.9%
- Mexican fan palm 15.3%
- Camphor tree 7.6%
- Coastal live oak 6.7%
- Red Iron bark 5.2%
- Stump only 5.0%
- Jacaranda 4.8%
- Douglas fir 4.7%
- Redwood 4.5%



Inventory Management

Mariposa Tree Management leverages the latest urban forestry management technology and software. **“Tree Plotter”** allows us to manage all of our client’s information and property details in one easy-to-access location.

The software program creates and manages tree inventories, conducts statistical analysis and provides reports for our clients.

Each client receives their own personal user account login, which provides visibility into their inventory, reports, and maps of their trees.

The Tree Plotter software also allows us to create work orders, assign them to Mariposa’s arborist crew leaders, and maintain an updated work history for a specific client inventory. This delivers **maximum transparency** for both contractor and client, providing easy access to all aspects of inventory, from creation to billing.

For more details about how Mariposa’s inventory management solution helps clients, see Section 4 of this proposal.

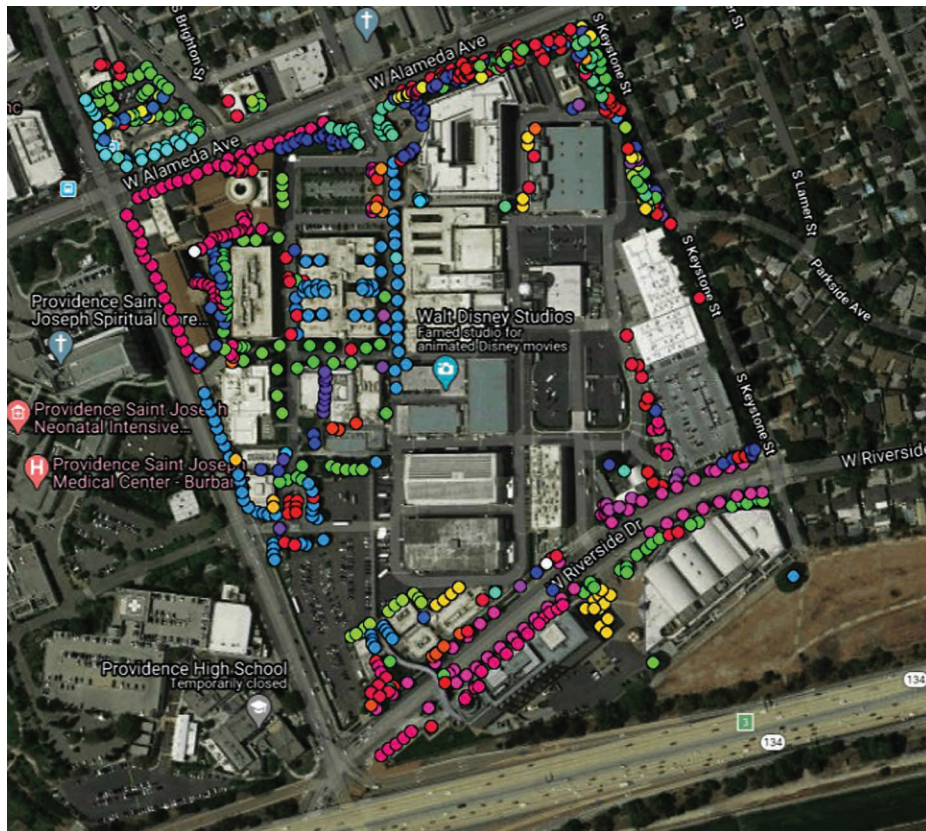
Inventory Management Software

The **Tree Plotter** inventory management program provides Mariposa Tree Management with the ability to create and manage an internal roster of clients and their information. The client information table allows us to enter company names, project manager or point of contact information, property addresses, phone numbers, email addresses, and billing information.

Whether our clients have a single property, or multiple locations to inventory, we can create a “Client Site” profile for each one. This allows us to manage the inventories, work orders, and billing for each property separately.

A “Client Site” is a point on our GIS Mapping software that represents a client's property. After creating a client site, we can add client information, billing information, inventory trees, create work orders, create invoices for billing, and once the work is completed, we can update work histories for every tree.

MARIPOSA TREE MANAGEMENT INVENTORY



Inventory Creation

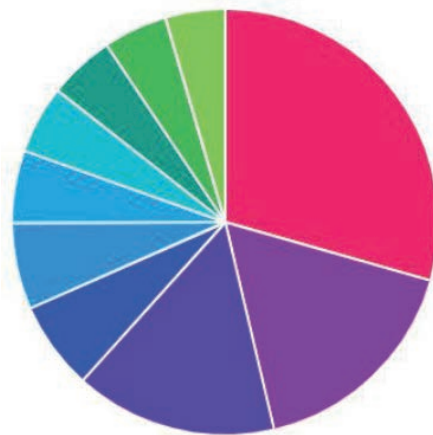
After creating a client site and filling in the applicable information, our inventory technicians go into the field and conduct an in-depth inventory at each site. Our inventory includes GIS mapping of each tree, tree measurement estimations, initial tree health assessments, and initial photographs for every tree.

Inventory Analysis and Reporting

The Tree Plotter software provides statistical analysis in easy to print reports. The statistical data also updates itself as the inventory is created or changed.

A few examples of the reporting capabilities within the Tree Plotter program include charts showing species diversity, risk assessment by health condition, tables reflecting the total number of trees by species, and many others.

CLIENT TREE INVENTORY



- London plane 29.4%
- Chinese elm 16.9%
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- Jacaranda 4.8%
- Douglas fir 4.7%
- Redwood 4.5%



User Account

Each client receives a personalized user account with read-only permissions, as well as login access to the Tree Plotter software. A personalized username and password are assigned to the client's email address.

Our clients can login to our software and view their current inventory, view details of each tree, read and print reports about their inventory, and access each tree's individual "ID Number" to request work.

Work Orders

Using the Tree Plotter software to create work orders allows us to have a single software program through the entire inventory management process.

Using a tree's "ID Number," we can quickly create work orders, assign crew leaders, provide work tasks, and costs. As the crew leader completes a task, the date completed for each tree is submitted. Each work order includes a map that shows which trees are included and their assigned tree ID number.

Work History

Keeping our client's inventory up to date and accurate is very important. As each work order is completed, it is archived. Once our work orders are closed out, the tree inventory is automatically updated to show the work history. We are able to track each tree and its history over time using Tree Plotter's work order and work history system.

Billing

Using Tree Plotter's work order system allows us to track every tree that receives work throughout the life of a contract. Once a work order is completed and verified, we use this record to submit our invoices. This program allows us to accommodate any type of billing cycle required by our clients. We can submit invoices for single work orders, on a monthly basis, or using our client's task orders. Our invoices include all relevant work, which trees received that work, and a map showing the trees included on the work order.

Service & Training

Our inventory management staff can provide step by step instructions on the use of our software. We can also provide face-to-face training and guidance on how to login, view client inventory, and view or print reports as needed.

Our staff also has direct access to the software development team and technical support. As a result, any software questions or concerns can be addressed quickly.



Cooperative Purchasing

Joint Solicitation

Mariposa Tree Management is proud to work with joint-soliciting agencies in order to provide the best service and meet our clients' tree care and financial needs. The joint process gives Mariposa the ability to pass on **lower costs** to our clients because of an increased volume of work requested by a group of agencies working together.

Piggybacking

In order to save time and money on the RFP and bid process, Mariposa Tree Management is happy to allow multiple agencies to piggyback on our active contracts. It is our mission to provide the most cost-effective service to our clients, while adhering to all contractual guidelines and state and federal laws. We believe this method can make the **bidding process faster** without degrading our normal quality of service.





Equipment & Fleet

Mariposa Tree Management maintains a state-of-the-art fleet of vehicles and tree trimming equipment. In addition to numerous chainsaws and other small pieces of equipment, the following pages contain a list of our major vehicles and large equipment.

Equipment Breakdowns

We have a fleet maintenance division that is responsible for the care of all vehicles in our fleet. In the case of breakdowns, we have a mobile mechanic equipped with a vehicle outfitted with the tools and equipment to perform immediate repairs in order to keep our crews working with minimal downtimes. In the case of a catastrophic equipment breakdown where our in-house mechanics are unable to perform an on-site repair, we contract for roadside assistance to all our vehicles, which provides tow services to our preferred certified repair shop.

Emission Control Plan

The majority of the Mariposa Tree Management vehicle fleet and equipment is powered by environmentally-friendly sources. We are an eco-conscience company and use every operations expansion to incorporate green practices as much as possible. Mariposa works with all its clients to assure optimum water usage in their forests. We are also committed to continuing to improve on our transition to new eco-friendly equipment as technology improves. We are also diligent in our fleet maintenance in order to ensure that our older equipment is kept at optimal conditions. Doing so dramatically reduces their emissions and their impact on the environment.

Inspections and Certifications

All our vehicles and equipment are inspected according to industry best practices. Aerial lift truck inspections and other registrations have been attached at the end of this Document.



Mariposa Tree Management Fleet

AERIAL LIFT TRUCKS (12)

- A-617 - 2019 Freightliner M2106
- A-618 - 2019 Freightliner M2106
- A-549 - 2018 Freightliner M2106
- A-567 - 2018 Freightliner M2106
- A-480 - 2015 Ford F-750
- A-481 - 2015 Ford F-750
- A-462 - 2013 Ford F750
- A-426 - 2012 Ford Bucket Truck
- A-355 - 2011 Ford Bucket Truck
- A-315 - 2008 International Bucket Truck
- A-668 - 2020 Freightliner M2107
- A-668 - 2020 Freightliner M2106



ROLL-OFF TRUCKS WITH CONTAINER (4)

- A-632 - 2019 Peterbilt 348
- A-430 - Freightliner 114SD
- A-265 - 2007 Freightliner CL120 Roll Off
- A-661 - 2020 Freightliner 114SD



UTILITY DUMP TRUCKS (9)

- A-595 - 2018 Isuzu NRR
- A-581 - 2018 Freightliner M2106
- A-585 - 2018 Freightliner M2106
- A-566 - 2017 Isuzu NRR
- A-471 - 2015 Ford F-750 Chipper Dump
- A-472 - 2015 Ford F-750 Chipper Dump
- A-479 - 2015 Ford CHIPPER DUMP F-750
- A-371 - 2012 Isuzu NPR Crew Dump
- A-375 - 2011 Ford F-750 Chipper Dump



ARTICULATING WHEEL & SKID STEER LOADERS (4)

- HE-107 - 2019 Caterpillar 908M
- HE-83 - 2015 Caterpillar 908H2
- HE-53 - 2007 Bobcat S220 Turbo
- HE-46 - 2006 Bobcat S220 Turbo



STUMP CUTTERS (3)

- HE-92 - 2017 Vermeer SC852
- M-316 Honda 337-13H
- E-39 - 2007 Carlton7500



CHIPPERS (9)

- E-68 - 2018 Vermeer BC1500
- E-69 - 2018 Vermeer BC1800XL
- E-67 - 2017 Vermeer BC1500
- E-64 - 2015 Vermeer BC1800XL
- E-65 - 2015 Vermeer BC1800XL
- E-62 - 2014 Vermeer BC1800XL
- E-56 - 2013 Vermeer BC1800XL
- E-57 - 2013 Vermeer BC1800XL
- E-49 - 2011 Vermeer BC1800XL



CREW TRUCKS & VEHICLES (13)

- A-653 - 2019 Chevrolet Silverado 2500HD
- A-539 - 2017 Chevrolet 2500HD Four-Door Pick Up
- A-475 - 2014 Chevrolet 3/4 Ton Stake-Extra Cab
- A-477 - 2015 Chevrolet 3/4 Ton Double Cab
- A-478 - 2015 Chevrolet 3/4 Ton Double Cab
- A-488 - 2015 Chevrolet 3/4 Ton Double Cab
- A-464 - 2014 Chevrolet 3/4 Ton Extra Cab
- A-374 - 2012 Chevrolet 3/4 Ton Extra Cab
- A-344 - 2011 Chevrolet 3/4 Ton Extra Cab
- A-652 - 2020 Toyota Tacoma
- A-655 - 2020 Toyota Tacoma
- A-535 - 2017 Toyota Prius
- A-411 - 2013 Toyota Prius





Process Quality Control

Commitment to Quality Service

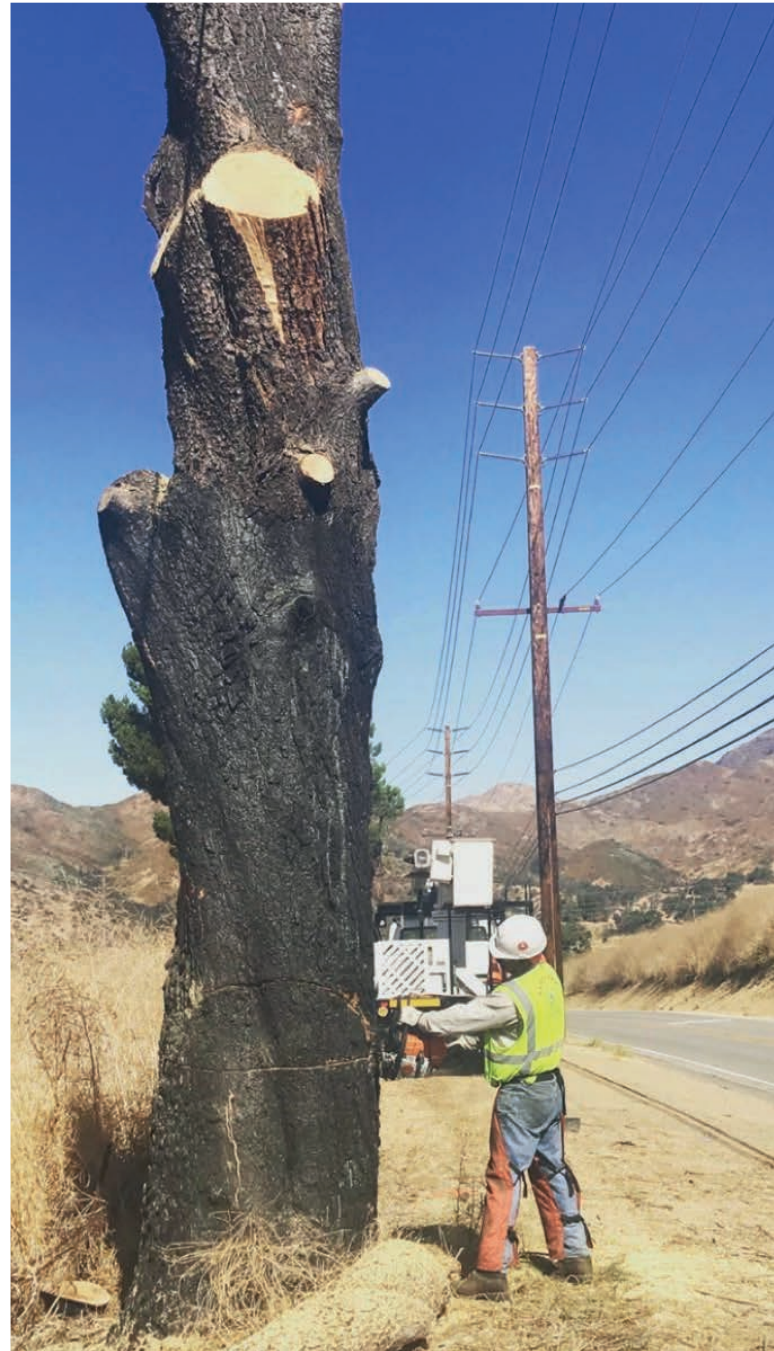
It is our goal to provide professional tree care services with an **emphasis on results** – what we as a contractor, and ultimately city management will be judged by. It is our goal to provide professional results that adhere to the intended desires outlined in the specifications of work. We intend to provide clean and well- maintained trees that make both city staff and residents proud.

Documentation

Before the actual start of contract work, our staff will ensure that all necessary documents and insurances are **submitted and approved by the city**. Throughout the life of the contract, we will maintain and update all records and documentation, and provide details upon request.

Scheduling

Before the first Mariposa Tree Management employee starts work, a **detailed schedule** will be submitted to the designated point of contact for approval. The schedule will include all approved tree care activities for the fiscal year. We will be ready to start work once we have received confirmation that the schedule has been approved.



Supervisory Methods

Every stage of our operations has supervisory involvement. Our highly trained **Foremen** are responsible for their crew and work site. Our **Field Supervisors** are responsible for conducting work site inspections. Our Account Managers are responsible for overall oversight of contract administration and client communications. Our **Operations Manager** is responsible for oversight of all

operations and maintaining the operations schedule. Our **Division Manager** ensures that our operations, account management, inventory management, estimating, and sales departments are all performing to Mariposa Tree Management's high standards. Using this system, we have proven very efficient and capable of providing the highest quality services to our clients.





Arboriculture Expertise

Certified Arborist Services

Mariposa Tree Management Inc. is proud to employ several highly experienced Certified Arborists, Tree Risk Assessment Qualified Arborists, and Arborist Consultants. Our arborists will follow all guidelines specified in the RFP, to provide timely and accurate reports at the city's request.

Tree Planting and Care

Young trees require significant attention and resources. All planting and young tree care operations will follow the ANSI 300 guidelines, and the services provided section of this proposal.

Inventory Management Program

Using the latest in urban forest management software, Mariposa will ensure accurate and up-to-date accounting of the city's urban forest inventory.





Customer Service Program

Providing outstanding service starts with communication. Mariposa Tree Management staff are trained and experienced to provide **excellent customer service** to our clients. Our account managers act as liaisons between the city's designated contract manager, our company, and the general public. Ensuring a clear line of communication at all times between everyone involved in tree maintenance operations allows us to perform our work while minimizing any inconvenience to local residents.

The account manager assigned to the project will have **direct communication** with the city representative. Mariposa Tree Management will ensure that this manager can communicate clearly and be knowledgeable in urban forestry operations. These methods combined with instant communications via 24-hour telephone monitoring, two-way radios, cellular phones, or fax will ensure a quick response to any maintenance concerns.

Public Safety & Communication

The safety of the public and our employees is of paramount importance to Mariposa Tree Management. All work sites will have proper signage, high-visibility clothing, lighting, and designated safety coordination personnel to ensure the safety and well-being of everyone involved.

Local Resident Notification

Informing local residents of upcoming work is critical. Mariposa uses pamphlets and door hangers to notify local landowners of any upcoming scheduled operations and to **share our company's contact information**. Before any operation begins, we use traffic control signage and cones to inform residents of our scheduled work at least 72 hours in advance.

Traffic Control

Traffic control procedures will be set-up in accordance with city safety and permitting policies and guidelines. Mariposa Tree Management employees will **ensure normal flow of traffic** over public roads. High visibility signage, cones, and reflective clothing will be used following city, state, and company safety requirements. Unless work sites are completely barricaded, a designated safety watchperson will always coordinate pedestrian and vehicular traffic through the area, while work operations are in progress.

Complaints

Mariposa's communication policies keep resident complaints to a minimum. However, any complaints received from either city officials or residents are **handled by our supervisors** directly.

Accidents

In the rare event of an accident, Mariposa has an **established accident reporting system** and training program for all employees. Every vehicle is equipped with personal injury, vehicle accident, and property damage reports. In the case of an accident all employees use their provided forms to gather and report all information to management, any affected residents, and city officials.

Emergency Communication

All communications will be routed through our main office and dispatch center in Irwindale. A **24-hour, toll-free phone number** will be provided to the city for emergency calls. We also use other forms of communication, such as email, two-way radios, and cellular phones. Our response times will exceed the city's expectations.



Environmental Protection

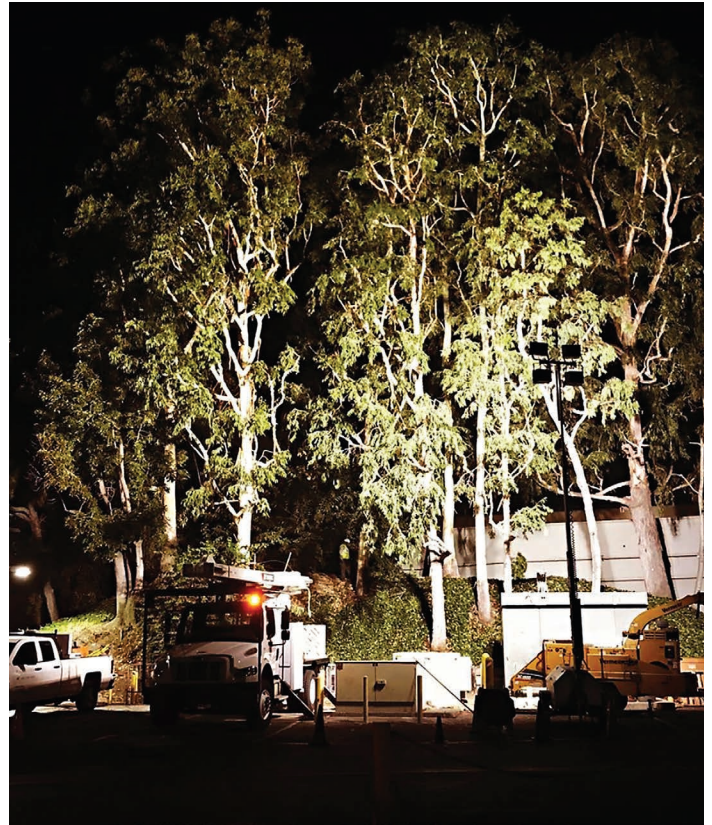
Mariposa Tree Management crews will follow all required laws and regulations concerning storm water management and national pollutant discharge elimination regulations. Our staff will also adhere to all city, state, and federal **best management practices** concerning cleaning, waste disposal, and landscaping.

Urban Lumber Recycling

Our **green waste recycling** program involves species identification and sorting, converting waste into mulch, and recycling of mulch for use in future landscape operations. In the event that certain species, or specific trees are identified as urban lumber, those trees are cut to current timber harvesting specifications and donated to interested parties. Mariposa Tree Management adheres to AB939, and is fully committed to landfill diversion.

Green Initiatives

Mariposa Tree Management actively promotes a “green” environment and energy conservation methods and philosophies. With tree management, we advise clients on **optimum water usage** for their urban forest. We have also transitioned to a majority hybrid vehicle fleet and equipment. Our offices minimize paper usage and participate in recycling.



Wildlife Protection Plan

Urban forestry operations pose many risks to wildlife, including noise, habitat disruption, and vehicular accidents on roads and trails. At Mariposa Tree Management, it is our goal to provide the best service while also protecting wildlife and wildlife habitats that we encounter.

Procedures and Training

Mariposa Manager Dennis Jones is a **Certified Wildlife Protector**. His knowledge and expertise are shared with every employee on a daily basis, but most importantly he instructs all personnel on the following proper wildlife protection procedures as part of our quarterly training operations.

Step 1. Awareness. All Mariposa employees are trained to visually inspect every work site for signs of wildlife. Taking a few moments to look around the site for nests, dens, droppings, footprints, and animals themselves is part of every crew's initial set-up procedure.

Step 2. Reporting. If signs of wildlife are found at any time during our crew's operation, they are instructed to report it to the onsite foreman, and if necessary, to their field supervisor.

Step 3. Isolation. When a wildlife habitat is located, our crews are trained to maintain their distance and work around the

location so as not to disturb the creature or its home.

Step 4. Expert Guidance. As part of our foreman's daily preparation, the contact information to local animal control centers are recorded and maintained to guarantee quick and easy expert assistance. Our staff and crews are also trained and experienced in working with wildlife biologists during mating, and nesting seasons to identify specific animal species and habitats. Using the guidance of the wildlife biologist, our crews have been able to complete their urban forestry tasks, while also protecting wildlife habitat during critical seasons.



CLIENT REFERENCES

At Mariposa Tree Management, we pride ourselves on **excellent client service**. The contact information for many of our current tree maintenance clients is listed below. We provide most or all of the following services for these municipalities: tree pruning, tree removal, GIS mapping, arborist surveys, palm pruning, tree planting, plant healthcare services, hazard tree analysis, tree watering, emergency services during normal business hours and on a 24-hour basis. Learn more about the services we provide in Section 3.

CITY OF THOUSAND OAKS

Contact: Chris Meske
805-376-5090
CMeske@toaks.org

1993 Rancho Conejo Blvd. Thousand Oaks, Ca 91320 Tree Maintenance Services April 2015 to present



CITY OF SAN MARINO

Contact: Sammy Estrada
626-375-4246
Sestrada@SanMarinoCA.gov

2200 Huntington Drive San Marino, Ca 91108
Tree Maintenance Services July 2014 to present



CITY OF PALMDALE

Contact: Steve Montenegro
661-267-5300
Smontenegro@cityofpalmdale.org

39110 3rd Street East Palmdale, Ca. 93550
Tree Maintenance Services October 2016 to present



CITY OF PASADENA

Contact: Kenneth Graham
626-484-8536
kgraham@cityofpasadena.net

100 North Garfield Ave. Pasadena, Ca. 91109
Palm Tree Pruning Services 2019 to present



CITY OF BURBANK

Contact: Micheal Del Campo
818-238-5304
MDelCampo@burbankca.gov

150 North 3rd Street, Burbank Ca. 91502
Tree Maintenance Services Date: August 2017 to present



CITY OF SANTA BARBARA

Contact: Nathan Slack
805-564-5592
nslack@SantaBarbraCA.gov

630 Garden St. Santa Barbara Ca. 93101
Tree Maintenance Services 2021 to Present





CITY OF BURBANK
Parks and Recreation Department
Administration
150 N. Third Street, Burbank, CA 91502
www.burbankca.gov

Letter of Reference

April 27th, 2021

To Whom It May Concern:

Mariposa Tree Management (formerly Mariposa Landscapes) has successfully performed \$2.2 million dollars of contracted tree pruning, removals & planting for the City of Burbank since 2016.

Primarily Mariposa maintains our scheduled grid pruning work and high demand pruning or removal service requests. In addition to this annual work, they have favorably completed large scale tree removal and replacement projects throughout some of our main arterial and commercial areas.

They facilitate, design, and handle their own traffic control, obtaining the necessary permits for lane closures and encroachment permits. Any residential complaints have been resolved promptly and professionally. The communication and relationship with their crews and City staff/inspectors has been excellent.

Overall, Mariposa is responsive to the City of Burbank's needs and maintains a professional relationship throughout their staff.

I would recommend Mariposa Tree Management for tree services for other jurisdictions.

Respectfully Submitted,

Mike del Campo
Landscape & Forestry Services Superintendent
City of Burbank
Parks and Recreation
MDelCampo@burbankca.gov

Testimonials

Hi Dennis

The work has been great, and the crews are doing a great job overall. This was a massive project, with tons of complex work. It's impossible to do something of this size and not have a few hiccups along the way. Your whole team has been very professional and very responsive. Please let Raul know that he has done a great job managing this project and we are very pleased with the work.

Thanks

Nathan Slack
Urban Forest Superintendent
CITY OF SANTA BARBARA, P&R
(805) 564-5592 | nslack@SantaBarbaraCA.gov

Good afternoon,

I wanted to send an email to let you know how Mathew has been an absolute pleasure to work with. With him as our person of contact it really helped to streamline our arboricultural operation. With him at the lead we have had very little to no problems with any facet of the work. From work requests, to changes in work, to invoicing, it was much more effective and efficient than it had been previously. He even helped when we had any questions related to Tree Plotter. He is professional, dedicated, caring and a great representative of your company. He is the kind of person that anyone would want to be a part of their operation both personally and professionally. You really have a good one in him. A very valuable asset for sure!

Evan Armstrong
Inspector
Urban Grounds and Green Spaces
City of Palmdale - Public Works - Maintenance
39110 3rd Street East
Palmdale, Ca. 93550
Office: (661) 267-5332 Fax: (661) 267-5309
www.cityofpalmdale.org



Why Mariposa?

Why Mariposa?

Unique Service

Providing tree management services to municipal clients like the County of Los Angeles and the cities of Santa Monica, Pasadena, San Marino, Thousand Oaks and Palmdale takes **significant experience**.

We succeed for these clients by providing a unique service: The power of a massive landscape company with the care of a specialized arborist.

Big Arborist Power

- Inventory management software
- Cooperative purchasing & contract piggybacking
- State-of-the art equipment
- Deep roster of crewmembers

Small Arborist Service

- Personal relationships
- 24/7 responsiveness
- Expert & specialized certifications
- Competitive pricing
- Client-specific tree





Client Success

For more than 30 years, Mariposa Tree Management has provided cities and counties throughout Southern

California with expert tree care. Our company has more than 50 highly-trained and qualified personnel, 40 of whom are certified tree care employees. See Proposed Staffing Section for more details on our company and team of experts.

Founded in 1977 as Mariposa Landscapes, our tree division, Mariposa Tree Management, was spun-off in 2019 to provide the specialized urban forestry services our clients value. Since its start, our tree division has completed more than 1,000 contracts ranging in value from \$500 to \$2.5 million.

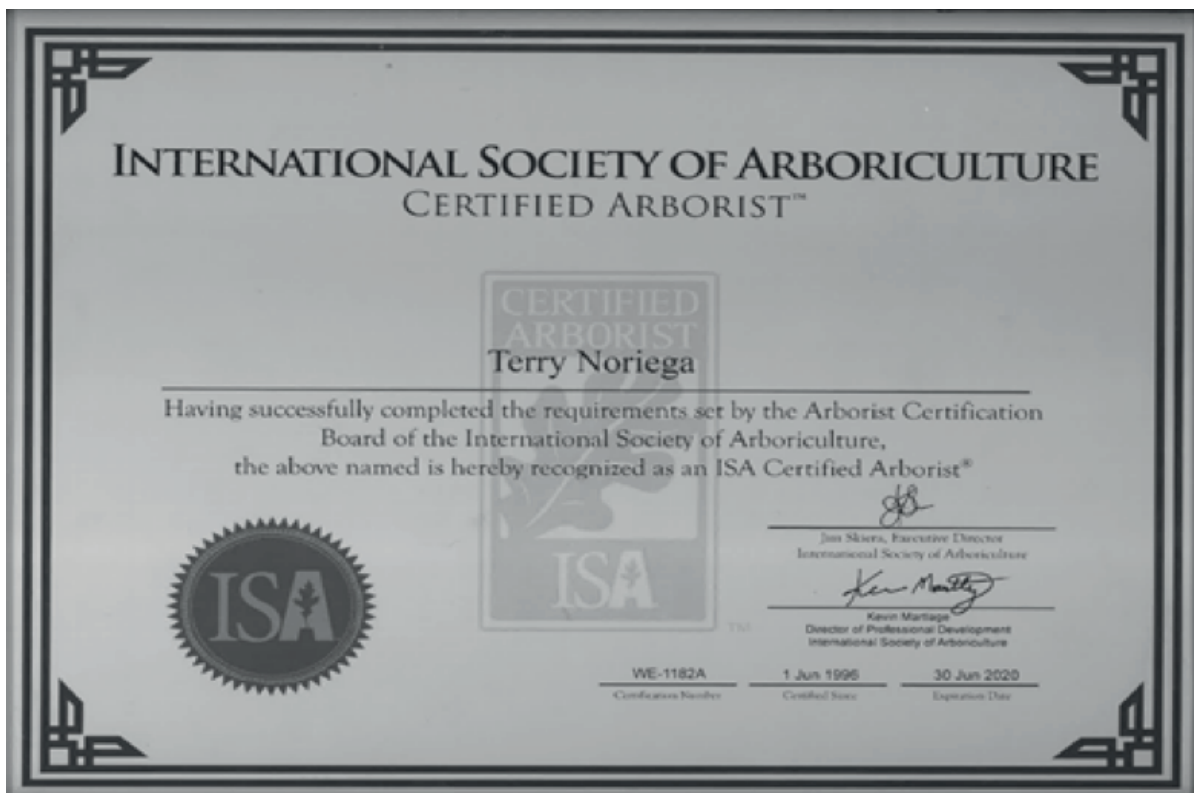
Over the past three years, Mariposa Tree Management supervisors and crews have provided tree management for numerous municipalities and businesses, including

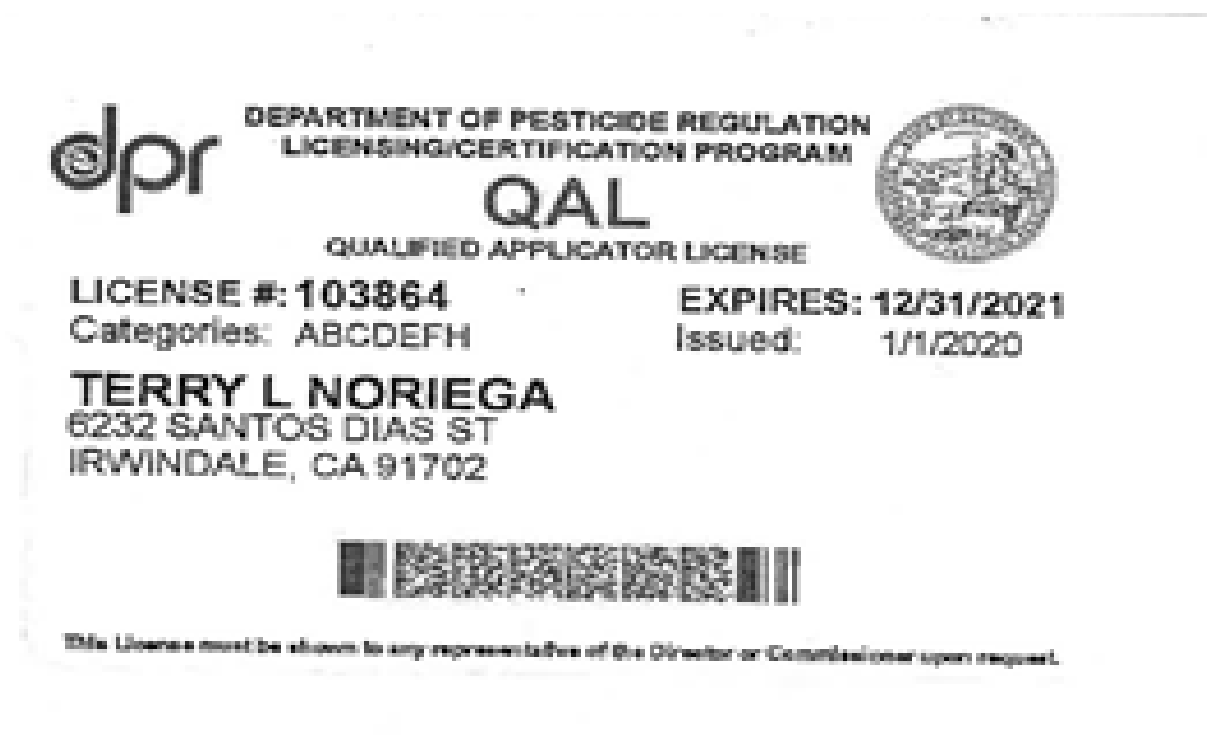
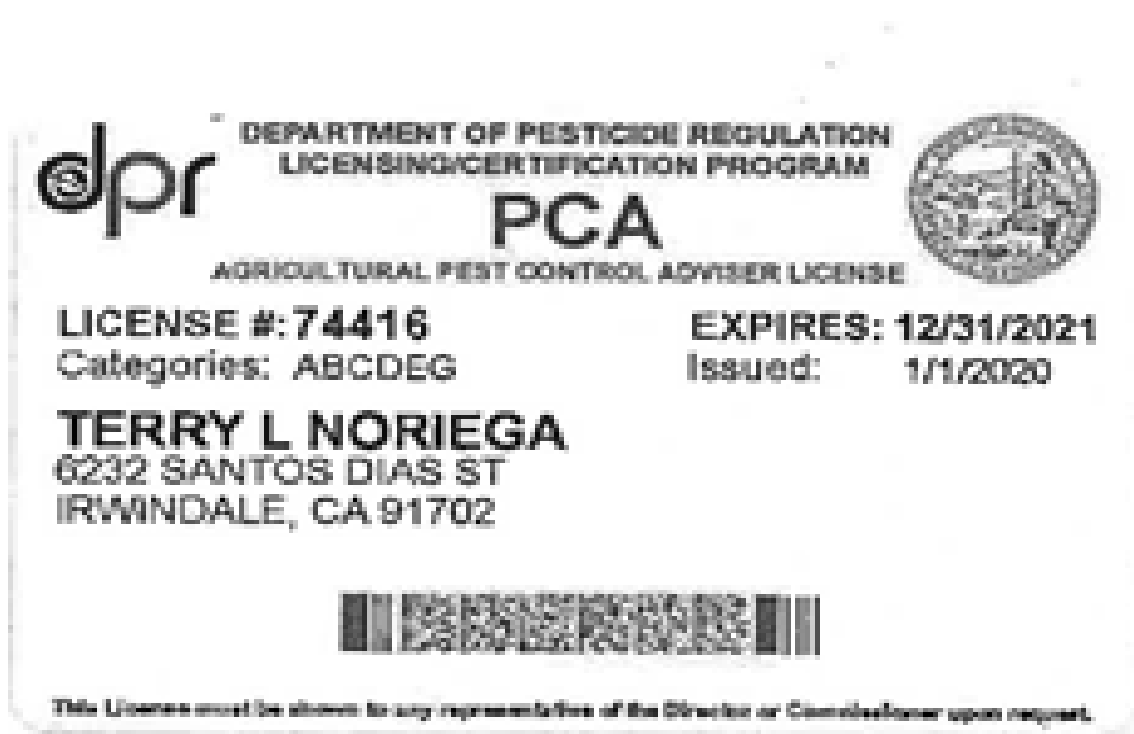
the cities of San Marino, Moorpark, Los Angeles, Burbank, and Palmdale. We have also worked with the counties of Los Angeles, San Bernardino, and Ventura. Our staff provided efficient client service and excellent attention-to-detail for all aspects of these contracts, including coordinating with city officials, generating work orders, managing inventories, completing tree work operations, and processing records for accounting.

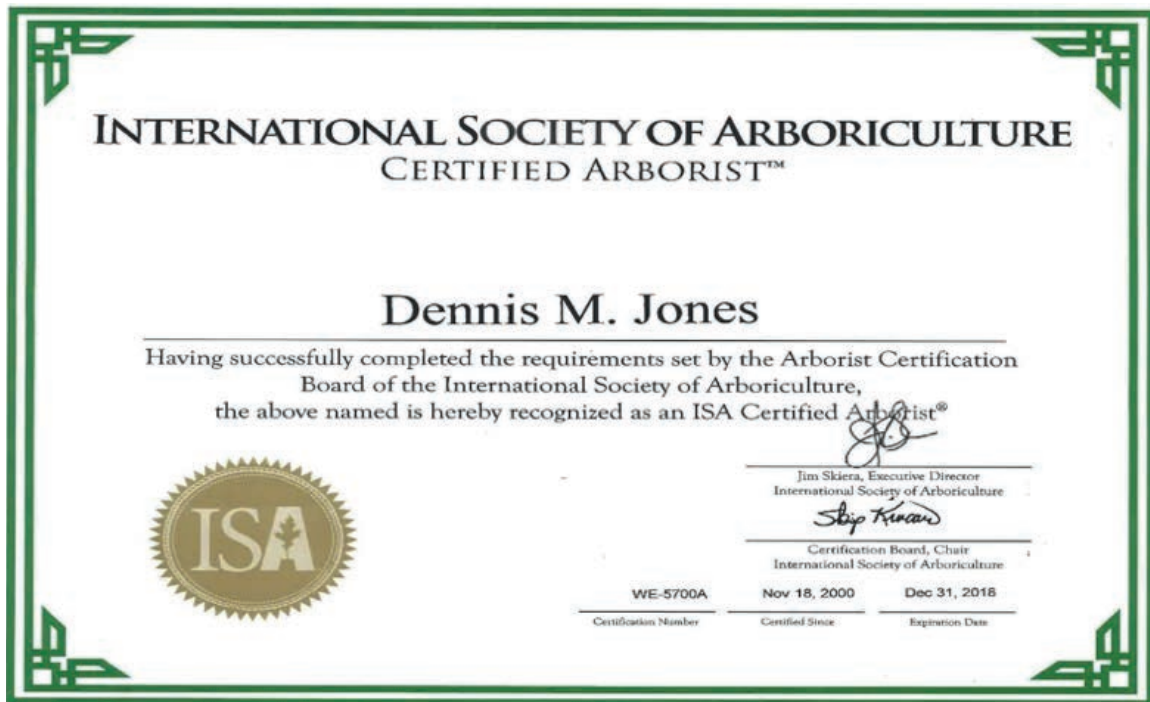
While as a division of Mariposa Landscapes, our supervisors and crews have also successfully completed significantly-sized, complex contracts with Palm Springs, Pasadena, Los Angeles County, and Caltrans. These contracts included every aspect of urban forestry operations, including customer service, account management, inventory management, trimming, pruning, removals, planting, and Arboricultural consultations.



Licenses and Certifications







The International Society of Arboriculture

Hereby Announces That

Gulliver Jesus Erickson

Has Earned the Credential

ISA Certified Arborist ®

By successfully meeting ISA Certified Arborist certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

Caitlyn Pollihan

Caitlyn Pollihan
CEO & Executive Director

23 November 2013

Issue Date

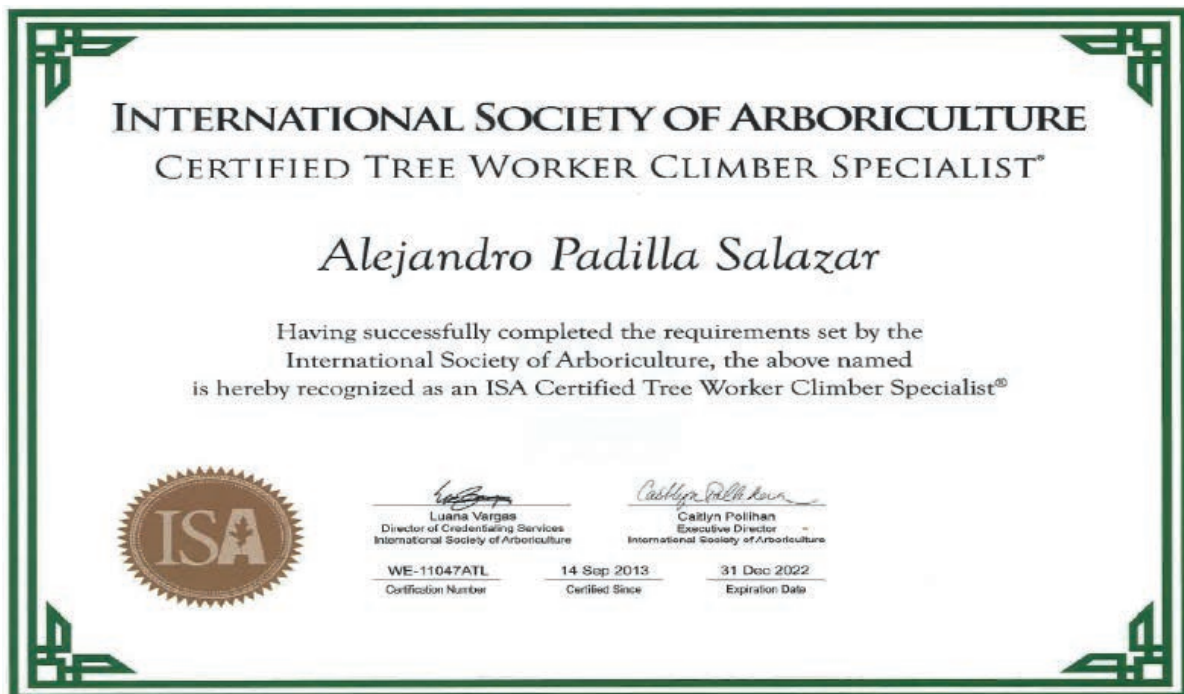
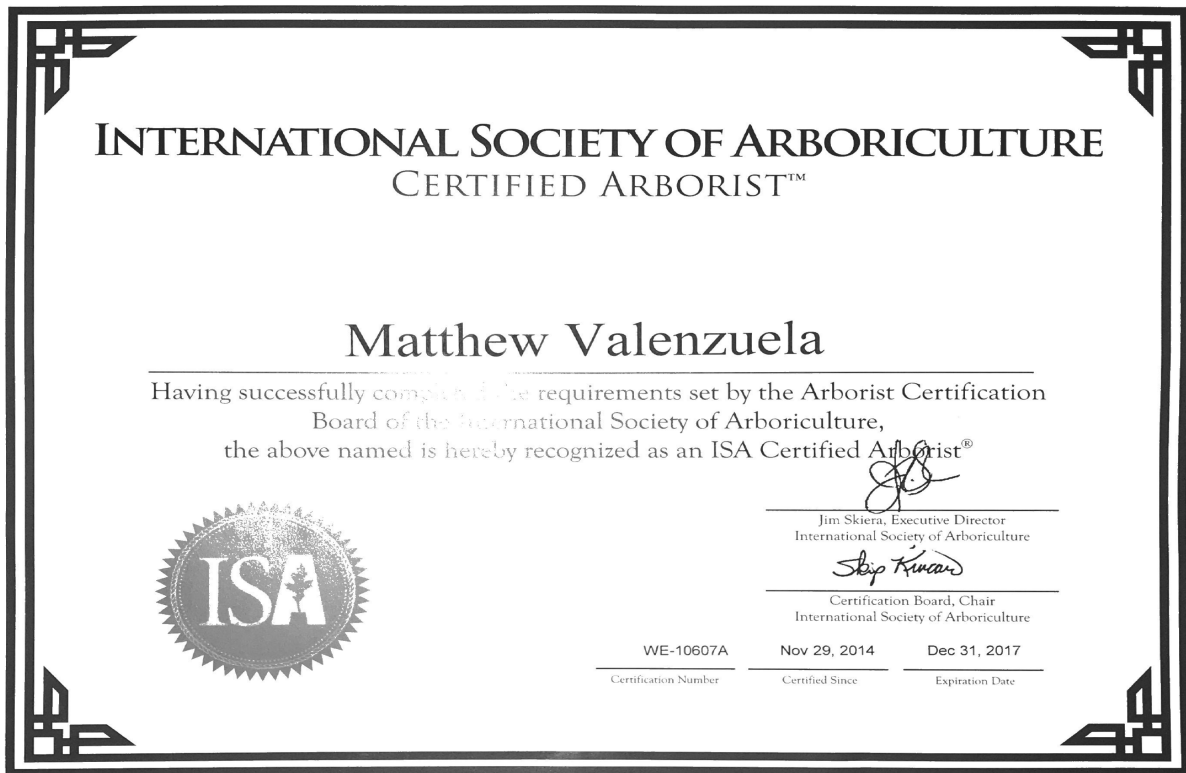
31 December 2022

Expiration Date

WE-10288A

Certification Number







The International Society of Arboriculture

Hereby Announces That

Gulliver Jesus Erickson

Has Earned the Credential

ISA Tree Risk Assessment Qualification®

By successfully meeting ISA Tree Risk Assessment Qualification certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

Caitlyn Pollihan
CEO & Executive Director

9 March 2016

Issue Date

31 December 2026

Expiration Date



INTERNATIONAL SOCIETY OF ARBORICULTURE CERTIFIED ARBORIST®

Alejandro Padilla Salazar

Having successfully completed the requirements set by the
International Society of Arboriculture, the above named
is hereby recognized as an ISA Certified Arborist®



Luana Vargas
Director of Credentialing Services
International Society of Arboriculture

WE-11047ATL
Certification Number

Caitlyn Pollihan
Executive Director
International Society of Arboriculture

5 Feb 2020
Certified Since

30 Jun 2023
Expiration Date



#0847
ISO/IEC 17024
Personnel Certification Program
ISA Certified Arborist®





Mariposa Tree Management Irwindale, CA

Is accredited by the Tree Care Industry Association for:



- ☒ Adherence to ethical business practices
- ☒ Compliance with Industry Standards for safety and performance; and,
- ☒ Provision of quality service.

Mariposa Tree Management has maintained Accredited status in good standing since 12/13/2012.

This annual Accreditation certificate is valid thru 12/31/2021 .

April 16, 2020

Date

Thomas J. Dunn

Thomas Dunn, Director Business Solutions



BOARD OF SUPERVISORS

Hilda L. Solis
Mark Ridley-Thomas
Shela Kueh
Janice Hahn
Kathryn Barker

COUNTY OF LOS ANGELES
DEPARTMENT OF CONSUMER
AND BUSINESS AFFAIRS

"To Enrich Lives Through Effective and Caring Service"



Joseph M. Montilla
Interim Director

Joel Ayala
Chief Deputy

Rafael Carbajal
Chief Deputy

September 17, 2018

Terry Noriega, President
MARIPOSA LANDSCAPES, INC.
6232 SANTOS DIAZ ST
IRWINDALE, CA 91702-3267

CBE I.D. # 043914
Status: MBE

Dear Terry Noriega,

Congratulations! Your firm has been recertified as an eligible participant in the County of Los Angeles Community Business Enterprise (CBE) Program. This recertification is valid until September 17, 2020.

The County of Los Angeles Department of Consumer and Business Affairs (DCBA) reserves the right to request additional information and/or conduct an on-site visit at any time to verify any documentation submitted by the applicant. If there are any changes during this certification period, you are required to notify DCBA immediately.

Thank you for registering your business with the County's Vendor Registration website (WebVen) at <http://camisvr.co.la.ca.us/webven>. You are now eligible to participate in the County's online access to open bids, be placed on bid lists generated by County departments looking for prospective vendors and periodically be notified automatically via email of County bids by specific commodities/services.

Again, congratulations on your recertification. If you have any questions, please call (855) 230-6430 or email us at cbesbe@dcbalacounty.gov and refer to the identification number above.

Sincerely,

Brian J. Stioer



Equipment Inspections and Certifications

Stability Test / Examination Report

Expiration Date 6/11/2021

Customer: Mariposa Landscapes Inc. W.O.# 20104
Address: 15529 Arrow Highway Irwindale CA 91706
Manufacturer Terex Model: XT-PRO-60R Serial No: 2190167398
License Plate No: 27824V2 Owner's Identification: 618
Description: Aerial Lifting Device
Equipped With Outriggers Yes Tested With Outriggers Yes
Rated Basket Capacity: 400 Lbs. Location of Test: Same As Above

Level Ground Test

Unit tested at 1.5 times the rated load Annual Exam lbs. secured to bucket at maximum boom radius.

5 Degree Side Slope Test

Unit tested at 1.3 times the rated load Annual Exam lbs. secured to bucket at maximum boom radius in the downward position most likely to cause overturning.

D.C. Dielectric Test Report

Insulated Unit: Yes
Test Voltage: 56 KVDC
Leakage current: Upper 5 microamps
Leakage current: Lower 5 microamps
Passed: Yes

"Serving Southern and
Central California for over
a quarter of a century"

The above described device was examined and boom tested on 6/11/2020 by the undersigned. Said test and or examination met requirements of the State of California, Division of Occupational Safety and Health, G.I.S.O. Title 8, Article 24, sections 3636-3648 and all referenced applicable A.N.S.I. standards contained therein with the following exceptions: NONE

Print Name: Syd Weatherford

Signed By: Syd Weatherford

Accredited Surveyor Cal-OSHA License A-437

Issuance date of this report: 6/11/2020

Report No: 20085

Remarks: Truck Mounted Aerial Man Basket

14670 Randall Ave. Fontana, CA 92335
Ph. (909) 356-6899

4500 State Rd. Bakersfield, CA 93308
Ph. (661) 392-0092



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Stability Test / Examination ReportExpiration Date 6/11/2021

Customer: Mariposa Landscapes Inc. W.O.# 20103
Address: 15529 Arrow Highway Irwindale CA 91706
Manufacturer Terex Model: XT-PRO-60/70 Serial No: 2190467771
License Plate No: 27822V2 Owner's Identification: 617
Description: Aerial Lifting Device
Equipped With Outriggers Yes Tested With Outriggers Yes
Rated Basket Capacity: 400 Lbs. Location of Test: Same As Above

Level Ground TestUnit tested at 1.5 times the rated load Annual Exam lbs. secured to bucket at maximum boom radius.**5 Degree Side Slope Test**Unit tested at 1.3 times the rated load Annual Exam lbs. secured to bucket at maximum boom radius in the downward position most likely to cause overturning.**D.C. Dielectric Test Report**

Insulated Unit: Yes
Test Voltage: 56 KVDC
Leakage current: Upper 5 microamps
Leakage current: Lower 5 microamps
Passed: Yes

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The above described device was examined and boom tested on 6/11/2020 by the undersigned. Said test and or examination met requirements of the State of California, Division of Occupational Safety and Health, G.I.S.O. Title 8, Article 24, sections 3636-3648 and all referenced applicable A.N.S.I. standards contained therein with the following exceptions:

NONEPrint Name: Syd WeatherfordSigned By: 

Accredited Surveyor Cal-OSHA License A-437

Issuance date of this report: 6/11/2020Report No: 20084Remarks: Truck Mounted Aerial Man Basket

14670 Randall Ave. Fontana, CA 92335
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Ph. (661) 392-0092



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Stability Test / Examination ReportExpiration Date 6/11/2021

Customer: Mariposa Landscapes Inc. W.O.# 20051
Address: 15529 Arrow Highway Irwindale CA 91706
Manufacturer Terex Model: XT-PRO-60 Serial No: 2170761499
License Plate No: 44288J2 Owner's Identification: 567
Description: Aerial Lifting Device
Equipped With Outriggers Yes Tested With Outriggers Yes
Rated Basket Capacity: 400 Lbs. Location of Test: Same As Above

Level Ground TestUnit tested at 1.5 times the rated load Annual Exam lbs. secured to bucket at maximum boom radius.**5 Degree Side Slope Test**Unit tested at 1.3 times the rated load Annual Exam lbs. secured to bucket at maximum boom radius in the downward position most likely to cause overturning.**D.C. Dielectric Test Report**

Insulated Unit: Yes
Test Voltage: 56 KVDC
Leakage current: Upper 5 microamps
Leakage current: Lower 5 microamps
Passed: Yes

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a quarter of a century"

The above described device was examined and boom tested on 6/11/2020 by the undersigned. Said test and or examination met requirements of the State of California, Division of Occupational Safety and Health, G.I.S.O. Title 8, Article 24, sections 3636-3648 and all referenced applicable A.N.S.I. standards contained therein with the following exceptions: NONE

Print Name: Syd Weatherford
Accredited Surveyor Cal-OSHA License A-437

Signed By: 

Issuance date of this report: 6/11/2020 Report No: 20083

Remarks: Truck Mounted Aerial Man Basket

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Ph. (661) 392-0092



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Stability Test / Examination Report**Expiration Da** 6/11/2021

Customer: Mariposa Landscapes Inc. W.O.# 20102
Address: 15529 Arrow Highway Irwindale CA 91706
Manufacturer Terex Model: XT-PRO-60 Serial No: 2170560721
License Plate No: 08723H2 Owner's Identification: 549
Description: Aerial Lifting Device
Equipped With Outriggers Yes Tested With Outriggers Yes
Rated Basket Capacity: 400 Lbs. Location of Test: Same As Above

Level Ground Test

Unit tested at 1.5 times the rated load Annual Exam lbs. secured to bucket at maximum boom radius.

5 Degree Side Slope Test

Unit tested at 1.3 times the rated load Annual Exam lbs. secured to bucket at maximum boom radius in the downward position most likely to cause overturning.

D.C. Dielectric Test Report

Insulated Unit: Yes
Test Voltage: 56 KVDC
Leakage current: Upper 5 microamps
Leakage current: Lower 5 microamps
Passed:: Yes

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The above described device was examined and boom tested on 6/11/2020 by the undersigned. Said test and or examination met requirements of the State of California, Division of Occupational Safety and Health, G.I.S.O. Title 8, Article 24, sections 3636-3648 and all referenced applicable A.N.S.I. standards contained therein with the following exceptions:

NONE

Print Name: Syd Weatherford
Accredited Surveyor Cal-OSHA License A-437

Signed By: Syd Weatherford

Issuance date of this report: 6/11/2020

Report No: 20082

Remarks: Truck Mounted Aerial Man Basket

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Stability Test / Examination Report

Expiration Date 6/11/2021

Customer: Mari pbsa Landscapes Inc. W.O.# 20101
 Address: 15529 Arrow Highway Irwindale CA 91706
 Manufacturer Terex Model: Hi-Ranger XT-60 Serial No: 2140852824
 License Plate No: 85773V1 Owner's Identification: 481
 Description: Aerial Lifting Device
 Equipped With Outriggers Yes Tested With Outriggers Yes
 Rated Basket Capacity: 350 Lbs. Location of Test: Same As Above

Level Ground Test

Unit tested at 1.5 times the rated load Annual Exam lbs. secured to bucket at maximum boom radius.

5 Degree Side Slope Test

Unit tested at 1.3 times the rated load Annual Exam lbs. secured to bucket at maximum boom radius in the downward position most likely to cause overturning.

D.C. Dielectric Test Report

Insulated Unit: Yes
 Test Voltage: 56 KVDC
 Leakage current: Upper 5 microamps
 Leakage current: Lower 5 microamps
 Passed: Yes

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The above described device was examined and boom tested on 6/11/2020 by the undersigned. Said test and or examination met requirements of the State of California, Division of Occupational Safety and Health, G.I.S.O. Title 8, Article 24, sections 3636-3648 and all referenced applicable A.N.S.I. standards contained therein with the following exceptions:

NONE

Print Name: Syd Weatherford

Signed By: Syd Weatherford

Accredited Surveyor Cal-OSHA License A-437

Issuance date of this report: 6/11/2020

Report No: 20081

Remarks: Truck Mounted Aerial Man Basket

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Stability Test / Examination Report

Expiration Date 6/11/2021

Customer: Mariposa Landscapes Inc. W.O.# 20052
 Address: 15529 Arrow Highway Irwindale CA 91706
 Manufacturer Terex Model: Hi-Ranger XT-60 Serial No: 2140853136
 License Plate No: 85772V1 Owner's Identification: 480
 Description: Aerial Lifting Device
 Equipped With Outriggers Yes Tested With Outriggers Yes
 Rated Basket Capacity: 350 Lbs. Location of Test: Same As Above

Level Ground Test

Unit tested at 1.5 times the rated load Annual Exam lbs. secured to bucket at maximum boom radius.

5 Degree Side Slope Test

Unit tested at 1.3 times the rated load Annual Exam lbs. secured to bucket at maximum boom radius in the downward position most likely to cause overturning.

D.C. Dielectric Test Report

Insulated Unit: Yes
 Test Voltage: 56 KVDC
 Leakage current: Upper 5 microamps
 Leakage current: Lower 5 microamps
 Passed: Yes

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a quarter of a century"

The above described device was examined and boom tested on 6/11/2020 by the undersigned. Said test and or examination met requirements of the State of California, Division of Occupational Safety and Health, G.I.S.O. Title 8, Article 24, sections 3636-3648 and all referenced applicable A.N.S.I. standards contained therein with the following exceptions:

NONE

Print Name: Syd Weatherford

Signed By:

Accredited Surveyor Cal-OSHA License A-437

Issuance date of this report: 6/11/2020

Report No: 20080

Remarks: Truck Mounted Aerial Man Basket

14670 Randall Ave. Fontana, CA 92335
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Stability Test / Examination Report

Expiration Date 6/11/2021

Customer: Mariposa Landscapes Inc. **W.O.#** 20100

Address: 15529 Arrow Highway Irwindale CA 91706

Manufacturer Terex **Model:** Hi-Ranger XT-60 **Serial No:** 2140351660

License Plate No: 62058P1 **Owner's Identification:** 462

Description: Aerial Lifting Device

Equipped With Outriggers Yes **Tested With Outriggers** Yes

Rated Basket Capacity: 350 **Lbs.** **Location of Test:** Same As Above

Level Ground Test

Unit tested at 1.5 times the rated load Annual Exam *lbs. secured to bucket at maximum boom radius.*

5 Degree Side Slope Test

Unit tested at 1.3 times the rated load Annual Exam *lbs. secured to bucket at maximum boom radius in the downward position most likely to cause overturning.*

D.C. Dielectric Test Report

Insulated Unit: Yes

Test Voltage: 56 **KVDC**

Leakage current: Upper 5 **microamps**

Leakage current: Lower 5 **microamps**

Passed:: Yes

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a quarter of a century"

The above described device was examined and boom tested on 6/11/2020 *by the undersigned. Said test and or examination met requirements of the State of California, Division of Occupational Safety and Health, G.I.S.O. Title 8, Article 24, sections 3636-3648 and all referenced applicable A.N.S.I. standards contained therein with the following exceptions:*

NONE

Print Name: Syd Weatherford

Signed By:

Accredited Surveyor Cal-OSHA License A-437

Issuance date of this report: 6/11/2020

Report No: 20079

Remarks: Truck Mounted Aerial Man Basket

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Ph. (661) 392-0092**



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Stability Test / Examination Report

Expiration Date 6/11/2021

Customer: Mariposa Landscapes Inc. W.O.# 20099

Address: 15529 Arrow Highway Irwindale CA 91706

Manufacturer Terex Model: Hi-Ranger XT-55 Serial No: 2130449398

License Plate No: 14119K1 Owner's Identification: 426

Description: Aerial Lifting Device

Equipped With Outriggers Yes Tested With Outriggers Yes

Rated Basket Capacity: 350 Lbs. Location of Test: Same As Above

Level Ground Test

Unit tested at 1.5 times the rated load Annual Exam lbs. secured to bucket at maximum boom radius.

5 Degree Side Slope Test

Unit tested at 1.3 times the rated load Annual Exam lbs. secured to bucket at maximum boom radius in the downward position most likely to cause overturning.

D.C. Dielectric Test Report

Insulated Unit: Yes

Test Voltage: 56 KVDC

Leakage current: Upper 5 microamps

Leakage current: Lower 5 microamps

Passed: Yes

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The above described device was examined and boom tested on 6/11/2020 by the undersigned. Said test and or examination met requirements of the State of California, Division of Occupational Safety and Health, G.I.S.O. Title 8, Article 24, sections 3636-3648 and all referenced applicable A.N.S.I. standards contained therein with the following exceptions:

NONE

Print Name: Syd Weatherford

Signed By: Syd Weatherford

Accredited Surveyor Cal-OSHA License A-437

Issuance date of this report: 6/11/2020 Report No: 20078

Remarks: Truck Mounted Aerial Man Basket

14670 Randall Ave. Fontana, CA 92335
Ph. (909) 356-6899

4500 State Rd. Bakersfield, CA 93308
Ph. (661) 392-0092

**Stability Test / Examination Report****Expiration Date** 6/11/2021

Customer: Mariposa Landscapes Inc. W.O.# 20098
Address: 15529 Arrow Highway Irwindale CA 91706
Manufacturer Terex Model: Hi-Ranger XT-55 Serial No: 2101241832
License Plate No: 68518A1 Owner's Identification: 355
Description: Aerial Lifting Device
Equipped With Outriggers Yes Tested With Outriggers Yes
Rated Basket Capacity: 350 Lbs. Location of Test: Same As Above

Level Ground Test

Unit tested at 1.5 times the rated load Annual Exam lbs. secured to bucket at maximum boom radius.

5 Degree Side Slope Test

Unit tested at 1.3 times the rated load Annual Exam lbs. secured to bucket at maximum boom radius in the downward position most likely to cause overturning.

D.C. Dielectric Test Report

Insulated Unit: Yes
Test Voltage: 56 KVDC
Leakage current: Upper 5 microamps
Leakage current: Lower 5 microamps
Passed: Yes

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a quarter of a century"

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Print Name: Syd Weatherford Signed By: _____
Accredited Surveyor Cal-OSHA License A-437
Issuance date of this report: 6/11/2020 Report No: 20077
Remarks: Truck Mounted Aerial Man Basket

14670 Randall Ave. Fontana, CA 92335
Ph. (909) 356-6899

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Ph. (661) 392-0092

**Stability Test / Examination Report****Expiration Date** 6/11/2021

Customer: Mariposa Landscapes Inc. W.O.# 20050
Address: 15529 Arrow Highway Irwindale CA 91706
Manufacturer Altec Model: LRV-58 Serial No: 0208CV7204
License Plate No: 8V19439 Owner's Identification: 315
Description: Aerial Lifting Device
Equipped With Outriggers Yes Tested With Outriggers Yes
Rated Basket Capacity: 350 Lbs. Location of Test: Same As Above

Level Ground Test

Unit tested at 1.5 times the rated load Annual Exam lbs. secured to bucket at maximum boom radius.

5 Degree Side Slope Test

Unit tested at 1.3 times the rated load Annual Exam lbs. secured to bucket at maximum boom radius in the downward position most likely to cause overturning.

D.C. Dielectric Test Report

Insulated Unit: Yes
Test Voltage: 56 KVDC
Leakage current: Upper 5 microamps
Leakage current: Lower 20 microamps
Passed: Yes

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The above described device was examined and boom tested on 6/11/2020 by the undersigned. Said test and or examination met requirements of the State of California, Division of Occupational Safety and Health, G.I.S.O. Title 8, Article 24, sections 3636-3648 and all referenced applicable A.N.S.I. standards contained therein with the following exceptions:

NONE

Print Name: Syd Weatherford
Accredited Surveyor Cal-OSHA License A-437

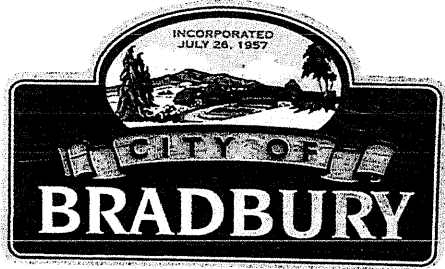
Signed By: Syd Weatherford

Issuance date of this report: 6/11/2020 Report No: 20076

Remarks: Truck Mounted Aerial Man Basket

14670 Randall Ave. Fontana, CA 92335
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Ph. (661) 392-0092



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

City of Bradbury Agenda Memo

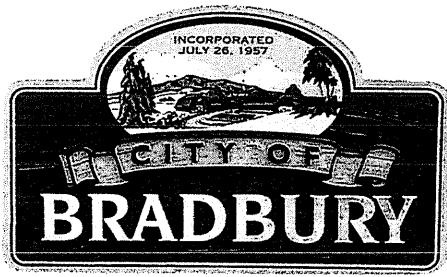
TO: Honorable Mayor and Members of the City Council
FROM: Kevin Kearney, City Manager
DATE: January 18, 2022
SUBJECT: **A DISCUSSION ABOUT BRADBURY NIGHT OUT 2022**

SUMMARY

At the request of Mayor Pro Tem Lathrop, this item prompts a discussion on Bradbury Night Out (BNO) and if the City Council desires to schedule a BNO event. \$6,500 has been budgeted this year for the event, but COVID-19 brought uncertainty of holding it.

BNO is a recognition of Bradbury's incorporation on July 26th and the City Council has previously decided that Thursday's work best. If such an event were to be held, it could either be scheduled on Thursdays July 21, 2022 or July 28, 2022.

It is recommended that the City Council direct Staff on how to proceed with scheduling a Bradbury Night Out event.



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

City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Kevin Kearney, City Manager

DATE: January 18, 2022

SUBJECT: **Scheduling a Future Date for a Study Session on Planning Related Items**

SUMMARY

There are a number of planning related items that needed to be reviewed and discussed with the City Council. A few of these items include:

- Reviewing the upcoming Housing Element
- Discussing a State mandated overlay density zone
- Revisiting the recently passed Urgency Ordinance from Senate Bill 9
- Understanding the addition of State mandated family daycare homes (SB234) to residential zoning

It is recommended that the City Council set a date for an upcoming Special Meeting. It is preferable if the meeting be set before the regularly scheduled February 15, 2022 meeting.

Dates to avoid that conflict with Staff scheduling include:

- Tuesday evenings
- January 27th – 31st
- February 10th
- February 16th
- February 24th