

AGENDA

**Regular Meeting of the Bradbury City Council
To be held on Tuesday, April 18, 2023
Closed Session Immediately Following
at the Bradbury Civic Center
600 Winston Avenue, Bradbury, CA 91008**

OPEN SESSION 7:00 PM

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

CALL TO ORDER/PLEDGE OF ALLEGIANCE

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

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

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

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 special assistance is needed, please call the City Manager's Office (626.358.3218) 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 March 21, 2023
- B. Resolution No. 23-04: Demands & Warrants for April 2023
- C. Monthly Investment Report for the month of March 2023

2. Presentation – California Department of Insurance

The California Department of Insurance will be providing an update on their work. They will also be reviewing insurance issues in relation to the High Fire Hazard Severity Zones.

3. Community Support

The City Council budgeted \$4,000 this fiscal year to donate to organizations that provide housing and shelter to those in need. It is recommended that the City Council direct staff on how to expend the budgeted \$4,000, which has been set aside for a charitable donation.

4. Matters from the City Manager

5. Matters from the City Attorney

6. Matters from the City Council

Mayor Lathrop

League of California Cities

Duarte Education Foundation

Director of Bradbury Disaster Committee

Area "D" Office of Disaster Management

Mayor Pro Tem Barakat

LA County Sanitation Districts

San Gabriel Valley Council of Governments (SGVCOG)

San Gabriel Valley Mosquito & Vector Control District

Foothill Transit

Councilmember Hale

Councilmember Lewis

Councilmember Bruny

Duarte Community Education Council (CEC)

7. ITEMS FOR FUTURE AGENDAS

CLOSED SESSION

CALL TO ORDER/ROLL CALL

PUBLIC COMMENT – REGARDING CLOSED SESSION ONLY

RECESS TO CLOSED SESSION REGARDING:

A. Conference with Legal Counsel – Pending Litigation

Pending Litigation pursuant to Government Code sec. 54956.9, (d)(1)
City of Bradbury v. Zhongying USA Inc. – L.A. Superior Court Case No. 19GDCP00356

B. Conference with Legal Counsel – Pending Litigation

Pending Litigation pursuant to Government Code sec. 54956.9, (a)
LAFCO Annexation No. 2021-10 to the City of Bradbury

C. Conference with Legal Counsel – Pending Litigation

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

D. Public Employee Performance Evaluation

Government Code Section 54957 (b)(4)
Title: City Attorney

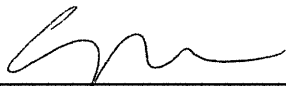
REPORT FROM CLOSED SESSION

ADJOURNMENT

The City Council will adjourn to a Regular Meeting at the Bradbury Civic Center, 600 Winston Street, Bradbury, CA 91008 on Tuesday, May 16, 2023 at 7:00 p.m.

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

"I, Sophia Musa, Deputy City Clerk, hereby certify that I caused this agenda to be posted at the Bradbury City Hall entrance gate on Friday, April 14, 2023 by 5:00 p.m."



DEPUTY CITY CLERK - CITY OF BRADBURY

REGULAR MEETING

MINUTES

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

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

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

ROLL CALL -

PRESENT: Mayor Lathrop, Mayor Pro Tem Barakat, Councilmember Hale and Bruny.
ABSENT: Councilmember Lewis
STAFF: City Manager Kearney, City Attorney Reisman, Assistant City Clerk Jensen & Management Analyst Musa.

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

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

City Attorney Reisman stated there were no disclosures.

PUBLIC COMMENT ON ANYTHING NOT ON THE AGENDA: - No Public Comment.

ACTION ITEMS*

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

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

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

NOES: None.

ABSENT: Councilmember Lewis.

Motion passed 4:0

2. Presentation – Los Angeles County Fire Department

The Los Angeles County Fire Department discussed updates to the Brush Clearance Inspection Program. Explanation was given about recently signed state laws “AB 3074 & AB 38” and their fire safety impact to any person who owns, leases, controls, operates, or maintains an occupied dwelling or structure in, upon, or adjoining areas covered with brush, grass, forests or flammable material that is within a very high fire hazard zone.

With a PowerPoint presentation, L.A. County Fire Chief Romo explained the importance of educating local cities so they can work with their respective fire departments to help educate residents of these changes to come as soon as January 2024 for new construction and January 2025 for existing builds.

California AB 38 establishes that, as of July 1, 2021, a seller of real property located in a high or very high fire hazard severity zone will be required to provide the buyer with documentation stating the property is following “defensible space requirements.”

3. Discussion on Offering Virtual Attendance During Public Meetings

Following City Council meeting on 02.21.2023, Council to discuss whether to continue offering Zoom for public meetings.

Management Analyst Musa explained the genesis of Zoom began during Covid as a way for the public to view and participate in Council’s monthly meetings while practicing Covid’s social distancing rules. On February 28, 2023, the Covid State of Emergency ended and the longstanding Brown Act was re-established as the “norm” so the need to provide virtual meetings is no longer needed. After discussion amongst the council, it was unanimously decided to discontinue Zoom for the public and Councilmembers. In the event of sickness, being out of town/state, or other reasons approved by City Manager, staff may participate via Zoom.

- | | |
|--|---|
| 4. Matters from the City Manager | Discussed the Spring Clean-Up with Management Analyst Musa. Dates are Thursday, April 13 th through Saturday, April 15 th . |
| 5. Matters from the City Attorney | None. |
| 6. Matters from the City Council | None |
| <i>Mayor Lathrop</i> | None |
| <i>Mayor Pro-Tem Barakat</i> | None |
| <i>Councilmember Hale</i> | None |
| <i>Councilmember Bruny</i> | None |

7. ITEMS FOR FUTURE AGENDAS - Cal-Am Water to make a brief presentation.

CLOSED SESSION

RECESS TO CLOSED SESSION: Conference between City Councilmembers, City Attorney and City Manager to discuss the following pending litigations cases.

1. City of Bradbury vs. Penney Family Trust
2. City of Bradbury v. Zhongying USA Inc
3. Grow Monrovia v. City of Bradbury
4. LAFCO Annexation No. 2021-10 to the City of Bradbury

REPORT FROM CLOSED SESSION:

1. City of Bradbury v. Penney Family Trust
--- Discussion was informational only; No votes were taken
2. City of Bradbury v. Zhongying USA Inc
--- Discussion was informational only; No votes were taken
3. Grow Monrovia v. City of Bradbury
--- Council unanimously instructed staff (City Manager) how to proceed.
4. LAFCO Annexation No. 2021-10 to the City of Bradbury
--- Council unanimously instructed staff (City Manager) how to proceed.

ADJOURNMENT

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

SIGNED BY:

MAYOR – CITY OF BRADBURY

04.18.2023
DATE

ATTEST:

ASST CITY CLERK – CITY OF BRADBURY

DATE

RESOLUTION NO. 23-04

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, APPROVING
DEMANDS AND WARRANTS NO. 17389 THROUGH NO. 17405 (PRE-RELEASED CHECKS) AND DEMANDS
AND WARRANTS NO. 17406 then 17426 THROUGH NO. 17450 (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 \$4,259.64 (pre-released Checks) and \$75,652.22 at April 18, 2023 from the General Checking Account

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

| <u>Check #</u> | <u>Vendor & Due Date</u> | <u>Description</u> | <u>Amount</u> |
|----------------|--|---|---|
| 17389 | Coverall North America, Inc. 03.24.23 | Commercial Cleaning Services 03/10-23 to 03/31/2023 <i>Acct. 101-16-6460</i> | \$315.20 |
| 17390 | Cal Am Water 03.31.2023 | <u>Service Address:</u> 1775 Woodlyn Lane 301 Mt Olive Dr Irrigation 2410 Mt Olive Ln Irrigation 2256 Gardi St <i>Acct. 200-48-6400</i> | \$350.44 \$148.98 \$47.78 <u>\$50.56</u> \$597.76 |
| 17391 | The Standard 04.01.2023 | <u>Basic Life and AD&D:</u> City Manager <i>Acct. 101-12-5100</i> City Clerk <i>Acct. 101-13-5100</i> Assistant City Clerk <i>Acct. 101-13-5100</i> Management Analyst <i>Acct. 101-13-5100</i> | \$9.25 \$9.25 \$9.25 <u>\$9.25</u> \$37.00 |
| 17392 | Delta Dental 04.01.2023 | <u>Dental Insurance:</u> City Manager (family) <i>Acct. 101-12-5100</i> City Clerk <i>Acct. 101-13-5100</i> Assistant City Clerk <i>Acct. 101-13-5100</i> Management Analyst <i>Acct. 101-16-5100</i> | \$131.43 \$42.88 \$42.88 <u>\$42.88</u> \$260.07 |
| 17393 | The Gas Company 04.14.2023 | City Hall Utilities <i>Acct. 101-16-6400</i> | \$102.48 |

| <u>Check #</u> | <u>Vendor & Due Date</u> | <u>Description</u> | <u>Amount</u> |
|----------------|--|---|---|
| 17394 | Vision Service Plan 04.01.2023 | <u>Vision Insurance:</u> City Manager (family) <i>Acct. 101-12-5100</i> City Clerk <i>Acct. 101-13-5100</i> Assistant City Clerk <i>Acct. 101-13-5100</i> Management Analyst <i>Acct. 101-13-5100</i> | \$61.07 \$23.66 \$23.66 <u>\$23.66</u> \$132.05 |
| 17395 | Frontier 04.17.2023 | Fire Alarm Line <i>Acct. 101-23-7420</i> | \$117.94 |
| 17396 | Southern Calif. Edison 04.12.2023 | Service Address: 600 Winston (City Hall) <i>Acct. 101-16-6400</i> | \$215.10 |
| 17397 | VOID | VOID | \$0.00 |
| 17398 | VOID | VOID | \$0.00 |
| 17399 | Data Ticket 03.29.23 | Daily Citation Processing & Appeal Notices <i>Acct. 101-23-6210</i> | \$1.53 |
| 17400 | VOID | VOID | \$0.00 |
| 17401 | T-Mobile 43.18.2023 | Mobile Business Internet (Hot Spot) <i>Acct. 113-20-8120</i> | \$32.00 |
| 17402 | Charter Communications 04.09.2023 | Spectrum Enterprise Internet <i>Acct. 101-16-6230</i> | \$169.98 |
| 17403 | Staples 04.15.2023 | Copier: HP 651A Yellow Toner Cartridge Copier: HP 651A Cyan Toner Cartridge Copier: HP 651A Magenta Toner Cartridge Project Planner Notebook Copy Paper Discounts/Coupons Tax <i>Acct. 101-16-6200</i> | \$526.89 \$526.89 \$526.89 \$9.99 \$57.99 (49.00) <u>\$151.96</u> \$1,751.61 |
| 17404 | Post Alarm Services 05.01.2023 | City Hall Alarm for April 2023 <i>Acct. 101-23-7420</i> | \$132.92 |
| 17405 | Coverall North America, Inc. 04.11.23 | Commercial Cleaning Services 04/01/23 to 04/01/2023 <i>Acct. 101-16-6460</i> | \$394.00 |

Total Pre-Released Checks **\$4,259.64**

REGULAR CHECKS

| <u>Check</u> | <u>Vendor & Invoice Date</u> | <u>Description</u> | <u>Amount</u> |
|--------------|---|--|---------------|
| 17406 | Division of State Architect 03.31.2023 | DSA Form 786 Disability Access & Education Fee Quarterly Report <i>Acct. 101.20.7220</i> | \$10.80 |
| 17407-7425 | V O I D | <i>Checks printed upside down</i> | \$0.00 |
| 17426 | RKA Consulting 03.15.2023 | Engineering Services <i>Acct. 101.19.7230</i> | \$588.00 |
| 17427 | RKA Consulting 03.15.2023 | Development Projects <i>Acct. 101.19.7230</i> | \$2,394.00 |
| 17428 | City of Monrovia 03.14.2023 | Bradbury Transportation Services For March 2023 <i>Acct. 204.40.7325</i> | \$704.07 |
| 17429 | LA County Sheriff Dept. 03.10.2023 | Law Enforcement Services For February 2023 <i>Acct. 101.23.7410</i> | \$10,729.52 |
| 17430 | V O I D | V O I D | \$0.00 |
| 17431 | Team Logic 04.01.2023 | Computer Services <i>Acct. 101.16.6230</i> | \$690.00 |
| 17432 | Dept. of Conservation 04.05.2023 | Fee Report: Strong Motion Instrumentation and Seismic Hazard Mapping Fee <i>Acct. 101.00.4350</i> | \$0.50 |
| 17433 | HPC Computers USA 03.27.2023 | Copier Maintenance & Cleaning <i>Acct. 101.16.6250</i> | \$592.46 |

| | | | | |
|-------|---------------------------------------|--|--|-----------------|
| 17434 | VCA Code Group 03.13.2023 | <u>Professional Services from January 29 to February 25, 2023:</u> Plan Check Services <i>Acct. 101-20-7220</i> Retainer – Jim Kasama <i>Acct. 101.20.7210</i> Hourly Services <i>Acct. 101.20.7240</i> | \$2,563.90 \$3,900.00 <u>\$330.00</u> | \$6,793.90 |
| 17435 | US Bank Corporate 03.22.2023 | <u>Kevin Kearney Visa Card</u> Doodle (pdf converter) <i>Acct. 113.20.8120</i> Zoom (tech funds) <i>Acct. 113.20.8120</i> League of CA Cities-Publications <i>Acct. 101.12.6025</i> <u>Claudia Saldana Visa Card</u> Grocery Outlet <i>Acct. 101.16.6450</i> Amazon Wireless Headset <i>Acct. 113.20.8120</i> USPS Stamps <i>Acct. 101.16.6120</i> Amazon Self Inking Stamp <i>Acct. 101.16.6120</i> Amazon Self Inking Stamp <i>Acct. 101.16.6120</i> 99 Cents – Office Water <i>Acct. 101.16.6450</i> <u>Sophia Musa Corporate Visa Card</u> Amazon -HDMI Cable <i>Acct. 101.16.6200</i> Broadvoice (City Hall Phone) <i>Acct. 101.16.6440</i> Target – Cleaning supplies <i>Acct. 101.16.6450</i> Home Depot <i>Acct. 101.16.6450</i> | \$83.40 \$49.00 <u>\$140.00</u> \$272.40 \$9.69 \$119.36 \$63.00 \$24.04 \$21.85 <u>\$5.96</u> \$243.90 \$19.88 \$200.04 \$48.88 <u>\$11.54</u> \$280.34 | \$796.64 |
| 17436 | Kevin Kearney April 2023 | Monthly Cell Phone Allowance <i>Acct. 101.12.6440</i> | | \$75.00 |
| 17437 | US Bank 03.02.2023 | Custody Charges for March 2023 Safekeeping Fees <i>Acct. 101.14.7010</i> | | \$33.00 |
| 17438 | Pasadena Humane Society 03.31.2023 | Animal Control Services For March 2023 <i>Acct. 101.25.7000</i> | | \$982.80 |

| | | | | |
|-------|---|---|---|-------------|
| 17439 | Priority Landscape Services 04.10.2023 | <u>April 2023 Landscape Services:</u> Bradbury Civic Center <i>Acct. 101.21.7020</i> Royal Oaks Drive North <i>Acct. 101.21.7015</i> Mount Olive Drive <i>Acct. 101.21.7035</i> Lemon Trail <i>Acct. 101.21.7045</i> | \$232.01 \$446.16 \$597.33 \$156.32 | \$1,431.82 |
| 17440 | Consensus Cloud Solutions 03.31.2023 | Monthly eFax Bill March 2023 <i>Acct. 101.16.6230</i> | | \$10.00 |
| 17441 | Southern Calif. Edison 04.03.2023 | SCE Street Lights <i>Acct. 200-48-6410</i> | | \$1,084.71 |
| 17442 | So. Calif. News Group 04.10.2023 | Publication of Notice Inviting Bids Lemon Trail Improvement Project Pasadena Star News <i>Acct. 101.20.7245</i> | | \$855.52 |
| 17443 | RKA Consulting Group 04.11.2023 | Bradbury/Wildrose Feb 2023 <i>Acct. 210.48.7750</i> City Engineering Services Feb 2023 <i>Acct 101.19.7230</i> Development Projects Feb 2023 <i>Acct. 101.19.7230</i> NPDES Coordination Feb 2023 <i>Acct. 102.42.7630</i> Lemon Trail Phase 500 Feb 2023 <i>Acct. (waiting to be created)</i> Lemon Trail Phase 600 <i>Acct. (waiting to be created)</i> Lemon Trail Phase 600 Consultants <i>Acct. (waiting to be created)</i> | \$4,715.00 \$367.50 \$3,223.50 \$35.00 \$3,050.25 \$17,149.75 <u>\$9,790.00</u> | \$38,331.00 |
| 17444 | California Building Standards 04.11.2023 | Building Standards Administration Special Revolving Fund (BSASRF) Fee Report for Quarter ending March 2023 <i>Acct. 101.16.6200</i> | | \$26.93 |
| 17445 | HPC Computers USA 04.11.2023 | Copier Maintenance & Cleaning <i>Acct. 101.16.6250</i> | | \$218.71 |

| | | | | |
|-------|--|--|--|---------------------|
| 17446 | Jones and Mayer 04.11.2023 | Retainer Fees <i>Acct. 101.15.7020</i> | \$2,900.00 | |
| | | 243 Barranca Receivership <i>Acct. 101.15.7070</i> | \$899.31 | |
| | | Code Enforcement <i>Acct.101.15.7450</i> | \$137.50 | |
| | | Grow Monrovia <i>Acct. 101.15.7070</i> | \$811.86 | |
| | | Redistricting <i>Acct.101.16.7435</i> | \$742.50 | |
| | | Street Widening Hours <i>Acct. 101.15.7070</i> | \$133.93 | |
| | | General Plan Hours <i>Acct. 101.15.6125</i> | <u>\$82.50</u> | \$5,707.60 |
| 17447 | Priority Landscape 04.11.23 | Bender Board and Labor Royal Oaks Trail <i>Acct. 101.21.7025</i> | | \$1,491.00 |
| 17448 | VOID | VOID | | \$0.00 |
| 17449 | City of Bradbury Petty Cash 12.31.22 | The Home Depot <i>Acct. 101.16-.470</i> Dollar Tree Stroe <i>Acct. 101.16-6200</i> Big Lots! <i>Acct. 101-16-6540</i> | \$25.36 \$6.89 <u>\$3.19</u> | \$35.44 |
| 17450 | Suresh Malkani 02.31.23 | Finance Director Services For March 2023 | | \$2,068.80 |

| | |
|------------------------|------------|
| Pre-Released Checks | \$4,259.64 |
|------------------------|------------|

| | |
|----------------|-------------|
| Regular Checks | \$75,652.22 |
|----------------|-------------|

| | |
|-------------------------------|--------------------|
| Total Expenditures | \$79,911.86 |
|-------------------------------|--------------------|

APRIL 2023 PAYROLL:

| | | | | |
|---------------|-----------------------------|----------------------------|--------------------|------------|
| ACH | Kevin Kearney Apr 2023 | Salary: City Manager | \$12,500.00 | |
| | | Acct. 101.12.5010 | | |
| | | Withholdings | <u>(2966.26)</u> | \$9,533.74 |
| | | Acct. 101.00.2011 | | |
| ACH | Claudia Saldana Apr 2023 | Salary: City Clerk | \$6,057.92 | |
| | | Acct. 101.13.5010 | | |
| | | Withholdings | <u>(1,556.16)</u> | \$4,501.76 |
| | | Acct. 101.00.2011 | | |
| ACH | Diane Jensen Apr 2023 | Salary: Asst. City Clerk | \$5,833.33 | |
| | | Acct. 101.13.5010 | | |
| | | Withholdings | <u>(1,446.72)</u> | \$4,386.61 |
| | | Acct. 101.00.2011 | | |
| ACH | Sophia Musa Apr 2023 | Salary: Management Analyst | \$5,027.58 | |
| | | Acct. 101.16.5010 | | |
| | | Withholdings | (854.78) | |
| | | Acct. 101.00.2011 | | |
| | | PERS Employee Share | | |
| | | Acct. 101.16.5100 | <u>(339.36)</u> | \$3,833.44 |
| Total Payroll | | | \$22,255.55 | |

ELECTRONIC FUND TRANSFER (EFT) PAYMENTS FOR APRIL 2023:

| | | | | |
|-----|---|---|---|------------|
| EFT | Aetna Apr 2023 | <u>Health Insurance for April 2023:</u> City Manager <i>Acct. 101.12.5100</i> | \$1,784.23 | |
| | | City Clerk <i>Acct. 101.13.5100</i> | \$975.10 | |
| | | Assistant City Clerk <i>Acct. 101.13.5100</i> | \$954.49 | |
| | | Management Analyst <i>Acct. 101.16.5100</i> | <u>\$1,071.75</u> | \$4,785.57 |
| EFT | EDD Apr 2023 | State Tax Withholdings SDI <i>Acct. 101.00.2011</i> | \$1,231.85 <u>\$264.77</u> | \$1,496.62 |
| EFT | Dept. of Treasury Internal Revenue Service Apr 2023 | Federal Tax Withholdings Social Security Medicare (Employee's portion of Social Security and Medicare is matched by the City) <i>Acct. 101.00.2011</i> | \$3,076.76 \$3,647.94 <u>\$853.14</u> | \$7,577.84 |
| EFT | California PERS Apr 2023 | City Manager <i>Acct. 101.12.5100</i> City Clerk <i>Acct. 101.13.5100</i> Management Analyst <i>Acct. 101.16.5100</i> | \$1,944.42 \$937.52 <u>\$714.92</u> | \$3,596.86 |
| EFT | California PERS Apr 2023 | Replacement Benefit Contribution <i>Acct. 101.16.6241</i> | | \$220.14 |

MAYOR – CITY OF BRADBURY

ATTEST:

"I, Diane Jensen, Assistant City Clerk, hereby certify that the foregoing Resolution, being Resolution No. 23-04, was duly adopted by the City Council of the City of Bradbury, California, at a regular meeting held on the 18th day of April, 2023 by the following roll call vote:"

AYES:

NOES:

ABSENT:

ASSISTANT CITY CLERK – CITY OF BRADBURY



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

INVOICE DETAIL

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 #: |
|-------------|-------------|--------------------------------|------------|
| \$1,730.83 | 02/28/23 | 04/15/23 | 3234151091 |
| PO: | | Store: 100088887, WESTBORO, MA | |

| PRODUCT | SKU # | QUANTITY | UNIT PRICE | TOTAL PRICE |
|---------------------------|--------|-----------|------------|-------------|
| HP 651A YELLOW STANDARD Y | 990210 | 1.0000 EA | \$526.89 | \$526.89 |
| HP 651A CYAN STANDARD YIE | 990209 | 1.0000 EA | \$526.89 | \$526.89 |
| HP 651A MAGENTA STANDARD | 990211 | 1.0000 EA | \$526.89 | \$526.89 |

Purchased by: CLAUDIA SALDANA
Order #: 9847325107

| | |
|----------|------------|
| SUBTOTAL | \$1,580.67 |
| TAX | \$150.16 |
| TOTAL | \$1,730.83 |

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 #: |
|-------------|-------------|--------------------------------|------------|
| \$10.94 | 02/28/23 | 04/15/23 | 3234161391 |
| PO: | | Store: 100088887, WESTBORO, MA | |

| PRODUCT | SKU # | QUANTITY | UNIT PRICE | TOTAL PRICE |
|--------------------------|----------|-----------|------------|-------------|
| TRU RED LARGE SOFT COVER | 24377299 | 1.0000 EA | \$9.99 | \$9.99 |

Purchased by: CLAUDIA SALDANA
Order #: 9847337160

| | |
|----------|---------|
| SUBTOTAL | \$9.99 |
| TAX | \$0.95 |
| TOTAL | \$10.94 |

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 #: |
|-------------|-------------|--------------------------------|------------|
| \$9.84 | 03/14/23 | 04/15/23 | 3241693771 |
| PO: | | Store: 100088887, WESTBORO, MA | |

| PRODUCT | SKU # | QUANTITY | UNIT PRICE | TOTAL PRICE |
|---------------------------|--------|-----------|------------|-------------|
| 85 X 11 COPY PAPER 20 LBS | 324791 | 1.0000 EA | \$57.99 | \$57.99 |
| COUPONDISCOUNT | 558100 | 1.0000 ST | -\$4.00 | -\$4.00 |
| COUPONDISCOUNT | 558100 | 1.0000 ST | -\$45.00 | -\$45.00 |

Purchased by: CLAUDIA SALDANA
Order #: 9847556182

| | |
|----------|--------|
| SUBTOTAL | \$8.99 |
| TAX | \$0.85 |
| TOTAL | \$9.84 |

see Ck# 17403

MAR 21 2023

APPROVED BY: _____
DATE: _____
ACCOUNT: _____





P.O. BOX 6343
FARGO ND 58125-6343



ACCOUNT NUMBER 4246 0445 5575 6224
STATEMENT DATE 03-22-2023
AMOUNT DUE \$2,573.22
NEW BALANCE \$2,573.22
PAYMENT DUE ON RECEIPT



000000400 01 SP 0.600 106481696134086 P

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

AMOUNT ENCLOSED

\$

Please make check payable to U.S. Bank

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

4246044555756224 000257322 000257322

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 | \$2,735.74 | \$796.64 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$959.16 | \$2,573.22 | |

| CORPORATE ACCOUNT ACTIVITY | | | | |
|---|--------------|------------------------|---|-----------|
| CITY OF BRADBURY 4246-0445-5575-6224 | | | TOTAL CORPORATE ACTIVITY \$959.16 CR | |
| Post Date | Tran Date | Reference Number | Transaction Description | Amount |
| 03-13 | 03-10 | 7479826307200000000156 | PAYMENT - THANK YOU 00000 C | 959.16 PY |

| NEW ACTIVITY | | | | |
|--------------------------------------|--------------|----------------------------|--|--------------------|
| KEVIN KEARNEY 4246-0446-0277-2711 | | CREDITS \$0.00 | PURCHASES \$272.40 | CASH ADV \$0.00 |
| | | TOTAL ACTIVITY \$272.40 | | |
| Post Date | Tran Date | Reference Number | Transaction Description | Amount |
| 02-23 | 02-23 | 74208473054000002362589 | WWW.DOODLE.COM ZURICH | 83.40 |
| 03-01 | 02-28 | 24011343059000062796264 | ZOOM.US 888-799-9666 WWW.ZOOM.US CA | 49.00 |
| 03-13 | 03-10 | 24493983070200747300046 | LEAGUE OF CALIFORNIA CIT 916-658-8215 CA | 140.00 |

| | | | | | | |
|--|---------------------|-----------------|------------------------------|----------|-----------------|----------|
| <div>CUSTOMER SERVICE CALL</div> <div>800-344-5696</div> | ACCOUNT NUMBER | | ACCOUNT SUMMARY | | | |
| | 4246-0445-5575-6224 | | PREVIOUS BALANCE | 2,735.74 | | |
| | | | PURCHASES & OTHER CHARGES | 796.64 | | |
| | STATEMENT DATE | DISPUTED AMOUNT | CASH ADVANCES | .00 | | |
| | 03/22/23 | .00 | CASH ADVANCE FEES | .00 | | |
| <div>SEND BILLING INQUIRIES TO:</div> <div>U.S. Bank National Association</div> <div>C/O U.S. Bancorp Purchasing Card Program</div> <div>P.O. Box 6335</div> <div>Fargo, ND 58125-6335</div> | AMOUNT DUE | | LATE PAYMENT CHARGES | .00 | | |
| | | | CREDITS | .00 | | |
| | | | PAYMENTS | 959.16 | | |
| | | | | | ACCOUNT BALANCE | 2,573.22 |
| | | | 2,573.22 | | | |



| |
|---|
| Company Name: CITY OF BRADBURY |
| Corporate Account Number: 4246 0445 5575 6224 |
| Statement Date: 03-22-2023 |

see CK# 17435

| NEW ACTIVITY | | | | | |
|--|-----------|-------------------------|--|--------------------|----------------------------|
| SOPHIA MUSA 4246-0446-5320-2600 | | CREDITS \$0.00 | PURCHASES \$280.34 | CASH ADV \$0.00 | TOTAL ACTIVITY \$280.34 |
| Post Date | Tran Date | Reference Number | Transaction Description | | Amount |
| 03-03 | 03-02 | 24431063061083305766700 | AMAZON.COM*HD99H3902 AMZN AMZN.COM/BILL WA | | 19.88 |
| 03-16 | 03-15 | 24453513074017029457289 | BROADVOICE 888-325-5875 CA | | 200.04 |
| 03-21 | 03-20 | 24164073079091007451366 | TARGET 00003020 DUARTE CA | | 48.88 |
| 03-22 | 03-20 | 24943013080010178516329 | THE HOME DEPOT #6629 MONROVIA CA | | 11.54 |
| CLAUDIA A SALDANA 4246-0470-0126-4883 | | CREDITS \$0.00 | PURCHASES \$243.90 | CASH ADV \$0.00 | TOTAL ACTIVITY \$243.90 |
| Post Date | Tran Date | Reference Number | Transaction Description | | Amount |
| 02-28 | 02-27 | 24427333058740282770769 | GROCERY OUTLET OF D DUARTE CA | | 9.69 |
| 03-01 | 02-28 | 24692163059102364725930 | AMZN MKTP US*HD88521W2 AMZN.COM/BILL WA | | 119.36 |
| 03-02 | 03-01 | 24137463061001282530518 | USPS PO 0522740820 DUARTE CA | | 63.00 |
| 03-09 | 03-08 | 24692163067108622842896 | AMZN MKTP US*H56CL3281 AMZN.COM/BILL WA | | 24.04 |
| 03-09 | 03-08 | 24692163067108625019260 | AMZN MKTP US*H58BI42Y1 AMZN.COM/BILL WA | | 21.85 |
| 03-14 | 03-13 | 24445003073000744523761 | 99-CENTS-ONLY #0336 DUARTE CA | | 5.96 |

Department: 00000 Total:
Division: 00000 Total:

\$796.64
\$796.64

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

CASH ON DEPOSIT BY ACCOUNT

Bank Accounts:
Wells Fargo Bank - General Checking

| Amount | Maturity | Interest Rate |
|-----------------|----------|---------------|
| \$ 1,444,914.10 | n/a | 0% |

Investments:

Local Agency Investment Fund (LAIF)

| | | |
|-----------------|-----|-------|
| \$ 3,400,853.98 | n/a | 2.83% |
|-----------------|-----|-------|

Webbank Salt Lake City

Texas Exchange Bank Crowley CD

BMW Bank of NA

Sallal Credit Union Seattle Wash

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

Total

| |
|-----------------|
| \$ 5,825,768.08 |
|-----------------|

CASH & INVESTMENTS ON DEPOSIT BY FUND

Funds

General Fund (101)

Utility Users Tax Fund (102)

Deposits Fund (103)

Long Term Planning Fee Fund (112)

Technology Fee Fund (113)

Gas Tax Fund (200)

SB 1 Gas Tax Fund (201)

Prop A Fund (203)

Prop C Fund (204)

TDA Fund (205)

Sewer Fund (206)

STPL Fund (208)

Recycling Grant Fund (209)

Measure R Fund (210)

Measure M Fund (212)

Measure W Fund (213)

COPS Fund (215)

County Park Grant Fund (217)

CWPP Grant Fund (219)

ARPA Fund (220)

| Amount |
|----------------|
| \$4,405,698.91 |
| \$581,066.51 |
| (\$10,121.98) |
| \$7,981.31 |
| \$13,080.71 |
| \$2,690.29 |
| \$6,676.18 |
| \$49,306.82 |
| \$29,070.13 |
| \$6.54 |
| \$0.00 |
| \$1,057.07 |
| \$24,837.96 |
| \$72,928.26 |
| \$75,921.47 |
| \$17,802.98 |
| \$519,038.24 |
| \$9,269.75 |
| \$19,456.93 |
| \$0.00 |

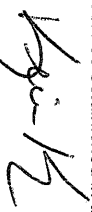
Total

| |
|-----------------|
| \$ 5,825,768.08 |
|-----------------|

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

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

Submitted By:



Reviewed By:

Kevin Kearney
City Manager

Laurie Stiver
City Treasurer

Revenues

| Acct. Number | Account Description | 2021-22 Budget | 2021-22 YTD @ 06/30/2022 | 2022-23 Budget | 2022-23 YTD @ 03/31/2023 | |
|-------------------------------------|----------------------------------|-------------------|-----------------------------|-------------------|-----------------------------|------------|
| General Fund: | | | | | | |
| 101-00-4000 | Operating Transfers In | 665,476 | 667,520 100% | - | - | #DIV/0! |
| 101-00-4010 | Property Tax-Current Secured | 481,798 | 460,505 96% | 490,000 | 282,172 | 58% |
| 101-00-4030 | Property Tax-Current Unsecured | 18,000 | 14,490 81% | 20,000 | 18,072 | 90% |
| 101-00-4060 | Public Safety Augmentation F | 11,000 | 11,865 108% | 11,000 | 9,325 | 85% |
| 101-00-4070 | Delinquent Taxes | 8,000 | 9,451 118% | 9,000 | 8,633 | 96% |
| 101-00-4100 | Sales & Use Tax | 3,000 | 2,832 94% | 3,500 | 1,876 | 54% |
| 101-00-4110 | Franchise Fee-Cable TV | 27,000 | 18,229 68% | 20,000 | 14,105 | 71% |
| 101-00-4111 | PEG Fees | - | 3,653 #DIV/0! | - | 2,830 | #DIV/0! |
| 101-00-4120 | Franchise Fee-SC Edison | 19,500 | 19,739 101% | 20,000 | - | 0% |
| 101-00-4130 | Franchise Fee-SC Refuse | 39,500 | 28,975 73% | 25,000 | 21,531 | 86% |
| 101-00-4140 | Franchise Fee-SC Gas Co. | 3,550 | 3,836 108% | 3,500 | - | 0% |
| 101-00-4150 | Franchise Fee-Cal Am Water | 47,500 | 46,363 98% | 50,000 | 45,469 | 91% |
| 101-00-4160 | AB939 Refuse Admin. Fee | 20,000 | 20,399 102% | 10,000 | - | 0% |
| 101-00-4190 | Real Property Transfer Tax | 22,500 | 31,832 141% | 35,000 | 35,737 | 102% |
| 101-00-4200 | Motor Vehicle In-Lieu | 145,000 | 146,411 101% | 145,000 | 76,913 | 53% |
| 101-00-4210 | Dist & Bail Forfeiture | 1,200 | 280 23% | 400 | 509 | 127% |
| 101-00-4220 | Fines-City | 2,500 | 1,595 64% | 2,500 | 18,111 | 724% |
| 101-00-4350 | Business License | 40,000 | 26,301 66% | 29,000 | 21,595 | 74% |
| 101-00-4360 | Movie & TV Permits | - | 65,870 #DIV/0! | 15,000 | 32,960 | 220% |
| 101-00-4370 | Bedroom License Fee | 10,000 | 5,150 52% | 6,500 | 46,350 | 713% |
| 101-00-4410 | Variances & CUPs | 1,635 | 1,635 100% | 1,635 | 3,269 | 200% |
| 101-00-4420 | Lot Line Adjustment/Zone Changes | - | - #DIV/0! | 3,800 | - | 0% |
| 101-00-4440 | Subdivisions/Lot Splits | - | - #DIV/0! | 4,800 | - | 0% |
| 101-00-4460 | Planning Dept. Review | 65,000 | 32,305 50% | 36,000 | 16,158 | 45% |
| 101-00-4470 | Building Construction Permit | 100,000 | 76,437 76% | 100,000 | 130,353 | 130% |
| 101-00-4480 | Building Plan Check Fees | 100,000 | 122,931 123% | 100,000 | 31,266 | 31% |
| 101-00-4485 | Landscape Plan Check Permit | 9,000 | 11,942 133% | 10,000 | 4,168 | 42% |
| 101-00-4490 | Green Code Compliance | 10,000 | 15,472 155% | 25,000 | 15,741 | 63% |
| 101-00-4500 | Civic Center Rental Fee | 900 | 360 40% | 900 | - | 0% |
| 101-00-4530 | Environmental & Other Fees | 2,500 | 1,854 74% | 2,500 | 1,483 | 59% |
| 101-00-4540 | City Engineering Plan Check | 100,000 | 58,717 59% | 90,000 | 51,570 | 57% |
| 101-00-4600 | Interest Income | 50,000 | 6,545 13% | 12,000 | 27,995 | 233% |
| 101-00-4700 | Sales of Maps & Publications | 100 | 15 15% | - | 7 | #DIV/0! |
| 101-00-4800 | Other Revenue | - | 82 #DIV/0! | - | - | #DIV/0! |
| 101-00-4850 | Cal-Am Loan Repayment | 4,820 | 4,820 100% | 4,500 | - | 0% |
| 101-00-4900 | Reimbursements | 2,000 | 12,664 633% | 15,000 | 34 | 0% |
| 101-00-4920 | Sale of Prop. A Funds | - | - #DIV/0! | - | - | #DIV/0! |
| 101-23-4950 | Vacant Property Registry Fee | 100 | - 0% | - | - | #DIV/0! |
| 101-24-4610 | Donations | 500 | 500 100% | - | - | #DIV/0! |
| Total General Fund Revenues | | 2,012,079 | 1,931,575 96% | 1,301,535 | 918,233 | 71% |
| Utility Users Tax Fund: | | | | | | |
| 102-00-4600 | Interest | 5,000 | 4,778 96% | 12,000 | 2,315 | 19% |
| 102-00-4830 | Electric | - | - #DIV/0! | - | - | #DIV/0! |
| | | 5,000 | 4,778 96% | 12,000 | 2,315 | 19% |
| Deposits Fund: | | | | | | |
| 103-00-2039 | Chadwick Ranch Development | 75,000 | 101,225 135% | 60,000 | - | 0% |
| | | 75,000 | 101,225 135% | 60,000 | - | 0% |
| Long Term Planning Fee Fund: | | | | | | |
| 112-00-4490 | Long-Term Planning Fee | 4,000 | 4,651 116% | 7,500 | 1,738 | 23% |

Revenues

| Acct. Number | Account Description | 2021-22 Budget | 2021-22 YTD @ 06/30/2022 | | 2022-23 Budget | 2022-23 YTD @ 03/31/2023 | |
|---|--------------------------------|-------------------|-----------------------------|---------|-------------------|-----------------------------|-------|
| 112-00-4600 | LTP Fee Interest Income | 150 | 28 | 19% | 125 | 28 | 22% |
| | | 4,150 | 4,679 | 113% | 7,625 | 1,766 | 23% |
| Technology Fee Fund: | | | | | | | |
| 113-00-4520 | Technology Fee | 11,000 | 6,991 | 64% | 17,500 | 9,950 | 57% |
| 113-00-4600 | Technology Fee Interest Income | 500 | 215 | 43% | 550 | 58 | 11% |
| | | 11,500 | 7,206 | 63% | 18,050 | 10,008 | 55% |
| Gas Tax Fund: | | | | | | | |
| 200-00-4600 | Interest | 200 | 88 | 44% | 250 | 4 | 2% |
| 200-48-4260 | Gas Tax | 35,000 | 27,833 | 80% | 28,250 | 20,086 | 71% |
| | | 35,200 | 27,921 | 79% | 28,500 | 20,090 | 70% |
| SB1 Gas Tax Fund: | | | | | | | |
| 201-00-4000 | Transfers In | | | | | | |
| 201-00-4260 | Gas Tax | 30,000 | 17,238 | 57% | 19,700 | 17,126 | 87% |
| 201-00-4600 | Gas Tax Interest | 300 | 361 | 120% | 750 | 55 | 7% |
| | | 30,300 | 17,599 | 58% | 20,450 | 17,181 | 84% |
| Prop. A Fund: | | | | | | | |
| 203-40-4260 | Prop. A Transit Funds | 25,000 | 26,566 | 106% | 22,000 | 145 | 1% |
| 203-00-4600 | Prop. A Transit Interest | 200 | 94 | 47% | 600 | 21,108 | 3518% |
| | | 25,200 | 26,660 | 106% | 22,600 | 21,253 | 94% |
| Prop. C Fund: | | | | | | | |
| 204-48-4260 | Prop. C Funds | 23,000 | 22,036 | 96% | 18,000 | 17,508 | 97% |
| 204-48-4600 | Prop. C Interest | 450 | 151 | 34% | 350 | 88 | 25% |
| | | 23,450 | 22,187 | 95% | 18,350 | 17,596 | 96% |
| Transportation Development Act Fund: | | | | | | | |
| 205-48-4260 | TDA Funds | 5,000 | 4,587 | 92% | 5,000 | 3,336 | 67% |
| 205-48-4600 | TDA Interest | - | 18 | #DIV/0! | 30 | - | 0% |
| | | 5,000 | 4,605 | 92% | 5,030 | 3,336 | 66% |
| Sewer Fund: | | | | | | | |
| 206-50-4600 | Sewer Fund Interest | - | 2,641 | #DIV/0! | 10,000 | 2 | 0% |
| 206-50-4606 | Winston Ave. Assessment | - | - | #DIV/0! | 74,423 | - | 0% |
| | | - | 2,641 | #DIV/0! | 84,423 | 2 | 0% |
| STPL Fund: | | | | | | | |
| 208-00-4600 | STPL Interest | 10 | 8 | 80% | 20 | 4 | 20% |
| | | 10 | 8 | 80% | 20 | 4 | 20% |
| Recycling Grant Fund: | | | | | | | |
| 209-00-4260 | Recycling Grant Funds | 5,000 | 5,000 | 100% | 5,000 | - | 0% |
| 209-00-4600 | Recycling Grant Interest | 100 | 50 | 50% | 150 | 124 | 83% |
| | | 5,100 | 25,153 | 493% | 5,150 | 124 | 2% |
| Measure R Fund: | | | | | | | |
| 210-48-4260 | Measure R Funds | 18,000 | 16,524 | 92% | 13,500 | 13,127 | 97% |
| 210-00-4600 | Measure R Interest | 300 | 582 | 194% | 1,200 | 302 | 25% |
| | | 18,300 | 17,106 | 93% | 14,700 | 13,429 | 91% |
| Measure M Fund | | | | | | | |
| 212-48-4260 | Measure M Funds | 16,500 | 18,699 | 113% | 16,000 | 262 | 2% |

Revenues

| Acct. Number | Account Description | 2021-22 Budget | 2021-22 YTD @ 06/30/2022 | | 2022-23 Budget | 2022-23 YTD @ 03/31/2023 | |
|--|------------------------------------|-------------------|-----------------------------|------------|-------------------|-----------------------------|------------|
| 212-00-4600 | Measure M Interest | 400 | 392 | 98% | 800 | 14,851 | 1856% |
| | | 16,900 | 19,091 | 113% | 16,800 | 15,113 | 90% |
| Measure W Fund | | | | | | | |
| 213-48-4260 | Measure W Funds | 50,500 | 53,094 | 105% | 50,506 | 54,476 | 108% |
| 213-48-4600 | Measure W Interest | - | - | #DIV/0! | 1,000 | - | 0% |
| | | 50,500 | 53,094 | 105% | 51,506 | 54,476 | 106% |
| Citizen's Option for Public Safety (COPS) Fund: | | | | | | | |
| 215-23-4260 | COPs Funds | 100,000 | 161,285 | 161% | 100,000 | 165,271 | 165% |
| 215-00-4600 | COPs Interest | 2,500 | 2,902 | 116% | 5,500 | 1,646 | 30% |
| | | 102,500 | 164,187 | 160% | 105,500 | 166,917 | 158% |
| County Park Grant: | | | | | | | |
| 217-00-4210 | County Park Grant | - | - | #DIV/0! | - | - | #DIV/0! |
| 217-00-4600 | Grant Fund Interest Income | 500 | 74 | 15% | 650 | 36 | 6% |
| | | 500 | 74 | 15% | 650 | 36 | 6% |
| Fire Safe Grant: | | | | | | | |
| 219-00-4260 | Community Wildfire Protection Plan | 24,994 | 16,033 | 64% | 5,000 | 8,819 | 176% |
| 219-00-4600 | Fire Safe Grant Interest Income | 75 | 1 | 1% | 50 | 45 | 90% |
| | | 25,069 | 16,034 | 64% | 5,050 | 8,864 | 176% |
| ARPA Fund: | | | | | | | |
| 220-00-4215 | ARPA Revenues | 100,000 | - | 0% | 175,000 | - | 0% |
| 220-00-4600 | Interest Income | - | 1,032 | #DIV/0! | 1,200 | 427 | 36% |
| | | 100,000 | 1,032 | 1% | 176,200 | 427 | 0% |
| Total Revenues | | 2,545,758 | 2,446,855 | 96% | 1,954,139 | 1,271,169 | 65% |

Expenditures

| Account Description | | 2021-22 Budget | 2021-22 YTD @ 06/30/2022 | | 2022-23 Budget | 2022-23 YTD @ 03/31/2023 | |
|-------------------------------------|---------------------------------------|-------------------|-----------------------------|---------|-------------------|-----------------------------|---------|
| General Fund: | | | | | | | |
| City Council Division: | | | | | | | |
| 101-11-6100 | Events and awards | 6,500 | 922 | 14% | 14,000 | 9,161 | 65% |
| 101-11-6110 | City Newsletter | - | | #DIV/0! | 400 | 265 | 66% |
| 101-11-6500 | Community Support (homelessness) | 3,000 | 3,000 | 100% | 4,000 | - | 0% |
| | | 9,500 | 3,922 | 41% | 18,400 | 9,426 | 51% |
| City Manager Division: | | | | | | | |
| 101-12-5010 | Salaries | 126,720 | 130,753 | 103% | 150,000 | 112,500 | 75% |
| 101-12-5100 | Benefits | 50,747 | 51,256 | 101% | 58,099 | 43,828 | 75% |
| 101-12-6020 | Meetings & Conferences | 5,000 | 3,076 | 62% | 5,000 | 3,442 | 69% |
| 101-12-6025 | Expense Account | 1,500 | 280 | 19% | 1,500 | 117 | 8% |
| 101-12-6050 | Mileage | 1,000 | 489 | 49% | 1,000 | 827 | 83% |
| 101-12-6440 | Cell Phone | 1,000 | 900 | 90% | 900 | 675 | 75% |
| | | 185,967 | 186,754 | 100% | 216,499 | 161,389 | 75% |
| City Clerk Division: | | | | | | | |
| 101-13-5010 | Salaries | 67,000 | 67,000 | 100% | 72,695 | 72,021 | 99% |
| 101-13-5100 | Benefits | 30,000 | 27,793 | 93% | 29,359 | 25,461 | 87% |
| 101-13-6020 | Meetings & Conferences | - | | #DIV/0! | - | - | #DIV/0! |
| 101-13-6050 | Mileage | 100 | 107 | 107% | 100 | 22 | 22% |
| 101-13-6210 | Special Department Supplies | 275 | | 0% | 500 | - | 0% |
| 101-13-6220 | Election Supplies | 500 | 564 | 113% | 600 | - | 0% |
| 101-13-6225 | Codification | 3,000 | 4,854 | 162% | 3,500 | 2,261 | 65% |
| 101-13-7000 | Contract Election Services | 15,000 | | 0% | - | - | #DIV/0! |
| | | 115,875 | 100,318 | 87% | 106,754 | 99,765 | 93% |
| Finance Division: | | | | | | | |
| 101-14-5010 | Salaries | 15,789 | 17,033 | 108% | 25,000 | 13,310 | 53% |
| 101-14-5100 | Benefits | 1,355 | 512 | 38% | - | - | #DIV/0! |
| 101-14-6210 | Special Department Supplies | 400 | 400 | 100% | 500 | 420 | 84% |
| 101-14-6230 | Contracted Computer Services | 1,000 | 1,981 | 198% | 1,500 | | 0% |
| 101-14-7010 | Contracted Banking Services | 4,500 | 4,540 | 101% | 4,000 | 2,840 | 71% |
| 101-14-7020 | Contracted Audit Services | 19,000 | 10,000 | 53% | 17,000 | 7,510 | 44% |
| 101-14-7040 | GASB Reports | 700 | 700 | 100% | 1,000 | 700 | 70% |
| | | 42,744 | 35,166 | 82% | 49,000 | 24,780 | 51% |
| City Attorney Division: | | | | | | | |
| 101-15-6125 | City Attorney-Planning | 3,000 | - | 0% | 10,000 | 6,458 | 65% |
| 101-15-7020 | City Attorney Retainer | 31,800 | 29,162 | 92% | 34,800 | 23,200 | 67% |
| 101-15-7070 | City Attorney Special Service | 3,000 | 14,080 | 469% | 2,000 | 29,673 | 1484% |
| 101-15-7075 | Development Code Update | | 14,373 | #DIV/0! | 7,000 | 3,108 | 44% |
| 101-15-7080 | Seminars & Training | - | - | #DIV/0! | 1,000 | 385 | 39% |
| 101-15-7450 | City Attorney-Code Enforcement | 2,000 | | 0% | 2,000 | 468 | 23% |
| | | 36,800 | 57,615 | 157% | 46,800 | 63,292 | 135% |
| General Government Division: | | | | | | | |
| 101-16-5010 | Salaries | 55,605 | 55,605 | 100% | 60,331 | 59,974 | 99% |
| 101-16-5100 | Benefits | 14,286 | 16,724 | 117% | 21,297 | 13,572 | 64% |
| 101-16-6010 | Seminars & Training | 1,000 | 496 | 50% | 1,000 | - | 0% |
| 101-16-6020 | Meetings & Conferences | 200 | 712 | 356% | 1,000 | - | 0% |
| 101-16-6040 | Transportation & Lodging | 500 | | 0% | 1,000 | - | 0% |
| 101-16-6050 | Mileage | 300 | 371 | 124% | 400 | - | 0% |
| 101-16-6120 | Postage | 700 | 253 | 36% | 400 | 469 | 117% |
| 101-16-6200 | Office Supplies | 3,000 | 990 | 33% | 2,000 | 3,273 | 164% |
| 101-16-6210 | Special Departmental Supplies | | 997 | #DIV/0! | 16,100 | - | 0% |
| 101-16-6230 | Computer & Website Services | 10,000 | 2,396 | 24% | 4,000 | 9,526 | 238% |
| 101-16-6240 | PERS UAL Payment | 6,291 | 9,598 | 153% | 12,920 | 12,490 | 97% |
| 101-16-6241 | PERS Replacement Benefit Contribution | 2,600 | 2,823 | 109% | 3,000 | 2,638 | 88% |
| 101-16-6242 | PERS SSA 218 Annual Fee | 200 | | 0% | 200 | - | 0% |

Expenditures

| Account Description | | 2021-22 Budget | 2021-22 YTD @ 06/30/2022 | 2022-23 Budget | 2022-23 YTD @ 03/31/2023 | |
|---|---------------------------------|-------------------|-----------------------------|-------------------|-----------------------------|---------|
| 101-16-6250 | Copier & Duplications | | - #DIV/0! | - | - | #DIV/0! |
| 101-16-6300 | Insurance | 39,187 | 36,652 94% | 40,000 | 42,609 | 107% |
| 101-16-6400 | Utilities | 7,380 | 7,081 96% | 5,500 | 6,719 | 122% |
| 101-16-6440 | Telephone | 2,100 | 1,689 80% | 2,000 | 1,605 | 80% |
| 101-16-6450 | Building Operations | 1,200 | 504 42% | 2,000 | 317 | 16% |
| 101-16-6460 | Building & Cleaning Service | 4,500 | 4,500 100% | 4,000 | 4,183 | 105% |
| 101-16-6470 | Maintenance & Supplies | 20,500 | 21,468 105% | 1,000 | 2,511 | 251% |
| 101-16-7435 | Redistricting | 65,000 | 40,250 62% | - | - | #DIV/0! |
| 101-16-6415 | Street Signs | 6,000 | 0% 0% | 10,000 | - | 0% |
| | | 240,549 | 203,109 84% | 188,148 | 159,886 | 85% |
| Engineering Division: | | | | | | |
| 101-19-7230 | Contracted Engineering Services | 80,000 | 54,950 69% | 80,000 | 49,350 | 62% |
| | | 80,000 | 54,950 69% | 80,000 | 49,350 | 62% |
| Planning, Zoning & Development Division: | | | | | | |
| 101-20-6020 | Meetings & Conferences | | | | 49 | |
| 101-20-6120 | Postage | 500 | 35 7% | 300 | - | 0% |
| 101-20-6210 | Special Department Supplies | 500 | 80 16% | 300 | - | 0% |
| 101-20-6240 | Environmental Filing Fees | 500 | 0% 0% | - | - | #DIV/0! |
| 101-20-7210 | City Planner Retainer | 46,800 | 30,125 64% | 46,800 | 27,300 | 58% |
| 101-20-7220 | Contracted Building & Safety | 120,000 | 73,235 61% | 90,000 | 79,687 | 89% |
| 101-20-7240 | City Planner Special Service | 15,000 | 6,765 45% | 10,000 | 9,406 | 94% |
| 101-20-7245 | General Plan update | | 33,436 #DIV/0! | 15,000 | 37,126 | 248% |
| 101-20-7075 | Development Code Update | 2,000 | 0% 0% | - | - | #DIV/0! |
| | | 185,300 | 143,676 78% | 162,400 | 153,568 | 95% |
| Parks & Landscape Maintenance Division: | | | | | | |
| 101-21-7015 | Royal Oaks Trail Maintenance | 10,000 | 10,332 103% | 10,000 | 5,904 | 59% |
| 101-21-7020 | City Hall Grounds Maintenance | 7,000 | 9,540 136% | 7,500 | 4,140 | 55% |
| 101-21-7025 | Trail Maintenance | 10,000 | 2,758 28% | 10,000 | 4,746 | 47% |
| 101-21-7035 | Mt.Olive Entrance & Trail | 12,000 | 6,184 52% | 12,000 | 5,039 | 42% |
| 101-21-7045 | Lemon/RO Horse Trail | 7,000 | 1,685 24% | 7,000 | 1,182 | 17% |
| 101-21-7060 | Street Tree Trimming | 15,000 | 16,956 113% | 15,000 | 8,245 | 55% |
| | | 61,000 | 47,455 78% | 61,500 | 29,256 | 48% |
| Public Safety Division: | | | | | | |
| 101-23-6210 | Special Departmental Services | | 42 #DIV/0! | 50 | 46 | 92% |
| 101-23-7410 | Contract Services Sheriff | 126,940 | 105,783 83% | 128,000 | 96,263 | 75% |
| 101-23-7420 | City Hall Security | 3,000 | 4,770 159% | 3,500 | 2,111 | 60% |
| 101-23-7450 | Code Enforcement | 12,000 | 1,439 12% | 1,500 | 1,496 | 100% |
| 101-23-7757 | AED Purchase | | #DIV/0! 0% | - | - | #DIV/0! |
| | | 141,940 | 112,034 79% | 133,050 | 99,916 | 75% |
| Emergency Preparedness Division: | | | | | | |
| 101-24-6010 | Seminars & Training | 110 | 65 59% | 100 | - | 0% |
| 101-24-6020 | Meetings & Conferences | 500 | 0% 0% | 500 | 27 | 5% |
| 101-24-6030 | Memberships & Dues | 400 | 360 90% | 450 | 900 | 200% |
| 101-24-6100 | Events & Awards | 200 | 0% 0% | 200 | - | 0% |
| 101-24-6470 | Maintenance & Supplies | 5,500 | 261 5% | 5,000 | 1,325 | 27% |
| 101-24-6480 | Civic Center Generator | 1,000 | 291 29% | 300 | - | 0% |
| 101-24-7245 | Hazard Mitigation Plan | - | #DIV/0! 0% | - | - | #DIV/0! |
| | | 7,710 | 977 13% | 6,550 | 2,252 | 34% |

Expenditures

| Account Description | | 2021-22 Budget | 2021-22 YTD @ 06/30/2022 | | 2022-23 Budget | 2022-23 YTD @ 03/31/2023 | |
|--|-------------------------------------|-------------------|-----------------------------|---------|-------------------|-----------------------------|---------|
| Animal & Pest Control Division: | | | | | | | |
| 101-25-7000 | Animal Control Services | 11,450 | 10,496 | 92% | 8,500 | 7,862 | 92% |
| 101-25-7010 | Pest Control Services | 500 | | 0% | 500 | - | 0% |
| | | 11,950 | 10,496 | 88% | 9,000 | 7,862 | 87% |
| Intergovernmental Relations Division: | | | | | | | |
| 101-30-6030 | Memberships & Dues | 10,500 | 12,078 | 115% | 11,000 | 10,699 | 97% |
| | | 10,500 | 12,078 | 115% | 11,000 | 10,699 | 97% |
| General Fund Totals | | 1,129,835 | 968,550 | 86% | 1,089,101 | 871,441 | 80% |
| Utility Users Tax Fund: | | | | | | | |
| 102-42-7630 | NPDES Stormwater Compliance | 90,000 | 16,128 | 18% | 1,600 | 11,572 | 723% |
| | | 90,000 | 16,128 | 18% | 1,600 | 11,572 | 723% |
| Deposits Fund: | | | | | | | |
| 103-00-2039 | Chadwick Ranch Development | 75,000 | 92,263 | 123% | 50,000 | - | 0% |
| | | 75,000 | 92,263 | 123% | 50,000 | - | 0% |
| Long Term Planning Fee Fund: | | | | | | | |
| 112-20-7245 | General Plan Expense | 2,000 | - | 0% | - | - | #DIV/0! |
| | | 2,000 | - | - | - | - | #DIV/0! |
| Technology Fee Fund: | | | | | | | |
| 113-20-4500 | Permit Digitizing | - | - | #DIV/0! | - | - | #DIV/0! |
| 113-20-7730 | Website | 3,000 | 1,800 | 60% | 5,000 | 1,800 | 36% |
| 113-20-8120 | Capital Equipment-Server & Copier | 10,000 | 19,648 | 196% | 12,000 | 10,324 | 86% |
| | | 13,000 | 21,448 | 165% | 17,000 | 12,124 | 71% |
| Gas Tax Fund: | | | | | | | |
| 200-48-6400 | Utilities-Select System | 11,000 | 11,389 | 104% | 11,000 | 7,907 | 72% |
| 200-48-6410 | Street Lights | 10,000 | 10,468 | 105% | 11,000 | 8,968 | 82% |
| 200-48-7000 | PW Contract Services | 1,000 | 763 | 76% | 600 | - | 0% |
| 200-48-7290 | Street Sweeping | 4,000 | 4,384 | 110% | 4,000 | 1,956 | 49% |
| 200-48-7750 | Wild Rose Project | 25,097 | 14,168 | 56% | 6,430 | 605 | 9% |
| | | 51,097 | 41,172 | 81% | 33,030 | 19,436 | 59% |
| SB1 Gas Tax Fund: | | | | | | | |
| 201-48-7750 | Wild Rose Project | 81,615 | 18,281 | 22% | 61,070 | 53,384 | 87% |
| 201-48-7755 | City Wide Slurry Seal | | | #DIV/0! | | - | #DIV/0! |
| | | 81,615 | 18,281 | 22% | 61,070 | 53,384 | 87% |
| Prop. A Fund: | | | | | | | |
| 203-00-7600 | Sale of Prop. A Funds | | | | | | |
| | | - | - | #DIV/0! | - | - | #DIV/0! |
| Prop. C Fund: | | | | | | | |
| 204-20-6030 | Memberships & Dues | 900 | 353 | 39% | 400 | - | 0% |
| 204-40-7325 | Transit Services | 9,000 | 7,745 | 86% | 8,449 | 5,632 | 67% |
| 204-48-7745 | Royal Oaks North Curb Extension | | | | - | - | |
| 204-48-7750 | Wild Rose Project | 36,570 | 15,348 | | 21,220 | 604 | |
| | | 46,470 | 23,446 | 50% | 30,069 | 6,236 | 21% |
| Transportation Development Act Fund: | | | | | | | |
| 205-48-7045 | RO Trail | - | 2,600 | #DIV/0! | 5,000 | - | 0% |
| 205-48-7720 | Lemon/RO Horse Trail Project | - | | #DIV/0! | - | - | #DIV/0! |
| 205-48-7735 | Royal Oaks & Mt. Olive Trail Rehab. | 5,000 | 2,920 | 58% | - | - | #DIV/0! |
| 205-00-7760 | Return of Funds | - | - | #DIV/0! | - | - | #DIV/0! |
| | | 5,000 | 5,520 | #DIV/0! | 5,000 | - | #DIV/0! |

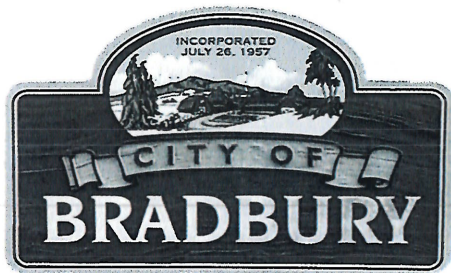
Expenditures

| Account Description | 2021-22 Budget | 2021-22 YTD @ 06/30/2022 | 2022-23 Budget | 2022-23 YTD @ 03/31/2023 | |
|--|-------------------|-----------------------------|-------------------|-----------------------------|------------------|
| Sewer Fund: | | | | | |
| 206-50-7601 Mt. Olive Lane Sewer Project | - | - | #DIV/0! | - | - |
| 206-50-7602 DUSD Message Board | - | - | #DIV/0! | - | - |
| 206-50-7606 Winston Ave Project | - | - | #DIV/0! | - | - |
| | 665,476 | - | 0% | - | #DIV/0! |
| STPL Fund: | | | | | |
| 208-48-7750 Wild Rose Project | 1,055 | - | 0% | 1,055 | - |
| | 1,055 | - | 0% | 1,055 | - |
| Recycling Grant Fund: | | | | | |
| 209-35-7300 Recycling Education | 5,000 | - | 0% | 5,000 | 6,695 |
| | 5,000 | - | - | 5,000 | 6,695 |
| Measure R Fund: | | | | | |
| 210-48-7750 Wild Rose Project | 88,739 | - | 0% | 88,739 | 23,606 |
| | 88,739 | - | 0% | 88,739 | 23,606 |
| Measure M Fund | | | | | |
| 212-48-7750 Wild Rose Project | 58,470 | | 0% | 58,470 | - |
| | 58,470 | - | 0% | 58,470 | - |
| Measure W Fund | | | | | |
| 213-42-7630 NPDES Stormwater Compliance | | | 50,506 | 47,537 | |
| | 50,500 | 42,230 | 84% | 50,506 | 47,537 |
| Citizen's Option for Public Safety (COPS) Fund: | | | | | |
| 215-23-7410 Contract Services Sheriff | 50,000 | 50,000 | 100% | - | #DIV/0! |
| 215-23-7411 Contract CSO Services & Supplies | 56,500 | 52,116 | 92% | 55,000 | 277 |
| | 106,500 | 102,116 | 96% | 55,000 | 277 |
| County Park Grant: | | | | | |
| 217-21-7650 Civic Center Park | 1,000 | - | 0% | 1,000 | - |
| | 1,000 | - | 0% | 1,000 | - |
| Fire Safe Grant 14-USFS-SFA-0053: | | | | | |
| 219-21-7761 Community Wildfire Protection Plan | 30,934 | 3,555 | 11% | 5,000 | 1,885 |
| | 30,934 | 3,555 | 11% | 5,000 | 1,885 |
| ARPA Fund: | | | | | |
| 220-00-5000 Operating Transfers Out | - | - | #DIV/0! | 132,500 | - |
| 220-00-6215 ARPA Expenses | 100,000 | - | 0% | 5,300 | - |
| | 100,000 | - | 0% | 137,800 | - |
| Total Expenditures | 2,601,691 | 1,334,709 | 51% | 1,689,440 | 1,054,193 |

April 18, 2023
City Council Meeting

There is no
Agenda Memo
for Item #2

Presentation by California
Department of Insurance



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

City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Sophia Musa, Management Analyst

DATE: April 18, 2023

SUBJECT: **DISCUSSION ON COMMUNITY SUPPORT FUNDS**

SUMMARY

As a result of the Los Angeles Civil Grand Jury findings for the City of Bradbury, the City donated \$3,000 in Fiscal Year 16/17 to support organizations that provide housing and shelter to those in need. Although this was a mandatory one-time donation, the City Council decided to budget and allocate \$3,000 to similarly donate to Union Station Homeless Services, Foothill Unity Center, and Friends in Deed (Formally Ecumenical Council of Pasadena Area Churches).

The City Council budgeted \$4,000 this fiscal year to donate to support community homelessness. It is recommended that the City Council direct staff on how to expend the budgeted \$4,000, which has been set aside for a charitable donation.

DISCUSSION

Approximately four years ago, the Los Angeles Civil Grand Jury investigated cities on their response to homelessness issues during the 2016 El Nino time period. As a result of their findings, the City indicated that it would support organizations that assisted with providing housing and shelter to those in need. This resulted in the City committing to donate \$3,000 during the 2016-2017 fiscal cycle. The City ultimately donated \$1,500 to Foothill Unity Center and \$1,500 to Union Station Homeless Services to fulfil the City's obligations to the LA Civil Grand Jury.

During the Fiscal Years of 17/18 through 19/20 budgeting cycles, the City Council decided to still allocate \$3,000 for future donations, even though the Civil Grand Jury's requirements had been fulfilled. Ultimately, the City Council decided to split the donations

equally three ways to Union Station Homeless Services, Foothill Unity Center, and Friends in Deed. All three nonprofit organizations provide homeless services as part of their program of services. For the Fiscal Years 19/20 and 20/21 budgeting cycles, the City Council increased community support funds from \$3,000 to \$4,000.

Standards for Donations

The Institute for Local Government provides local governments with advice when public institutions are considering donating public funds to charitable organizations. They recommend following their best practice circumstances which may determine appropriateness for a contribution:

1. A charity provides a service that complements or enhances a service that the public agency also provides;
2. When there is an identifiable secondary benefit to the public agency; or
3. When the charity provides a service the public agency could provide but chooses not to.

Additionally, it is recommended that these finds are included in the minutes about the benefits to the agency associated with providing resources to a charity.

Making donations to charitable causes that are far away from the City (for example, to help the victims of a hurricane in a distant state) also present special challenges. Because of the distance, it can be more difficult to justify the contribution as creating benefits to the jurisdiction's residents.

FINANCIAL ANALYSIS

Funds in the amount of \$4,000 have been budgeted this fiscal year but have not yet been spent. Expending the full budgeted amount will not have a significant fiscal impact.

STAFF RECOMMENDATION

It is recommended that the City Council direct staff on how to expend the budgeted \$4,000, which has been set aside for a charitable donation.