

AGENDA

Regular Meeting of the Bradbury City Council To be held on Tuesday, November 16, 2021 at the Bradbury Civic Center 600 Winston Avenue, Bradbury, CA 91008

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. 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/84238673334>, One tap mobile +16699009128, 84238673334#, or dial (669) 900-9128 and enter code 842 3867 3334#.

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 October 19, 2021
- B. Resolution No. 21-21: Demands & Warrants for November 2021
- C. Monthly Investment Report for the month of October 2021
- D. Second Reading and Adoption of Ordinance No. 378: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE BRADBURY MUNICIPAL CODE RELATING TO FILMING PERMITS

2. Ordinance No. 379: City Council District Boundaries Final Map

After public and City Council consideration and feedback, a final map has been drafted for consideration and approval. It is recommended that the City Council field a presentation from Bear Demographics & Research on the final map and introduce for first reading Ordinance No. 379.

3. Approval of Resolution No. 21-22, CEQA Documentation, and Expenditures for Annexation of Royal Oaks Drive North

To move forward with the annexation of Royal Oaks Drive North, it is recommended that the City Council Adopt Resolution No. 21-22 and authorize the City Manager to sign the project's CEQA Notice of Exemption. It is also recommended that the City Council authorize the \$2,500 filing fee expenditure.

4. Discussion on Film Policy

At the October City Council meeting, Ordinance No. 378 was introduced. The intention of Ordinance No. 378 is to replace the current language in the City's Municipal Code related to filming and point to the City's film policy. Therefore, Staff recommends that the City Council review the current film policy to make any desired changes.

5. Matters from the City Manager

6. Matters from the City Attorney

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

7. ITEMS FOR FUTURE AGENDAS

ADJOURNMENT

The City Council will adjourn to a Regular Meeting at the Bradbury Civic Center, 600 Winston Ave., Bradbury, CA 91008 on Tuesday, December 21, 2021 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, November 12, 2021 at 5:00 p.m."



CITY CLERK - CITY OF BRADBURY

DRAFT

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF BRADBURY HELD ON TUESDAY, OCTOBER 19, 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, Hale and Lewis

ABSENT: None

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

APPROVAL OF AGENDA:

Councilmember Barakat made a motion to approve the agenda to proceed with City business. Councilmember Hale 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:

Ann Armstrong, 1775 Royal Oaks Drive North, had two safety issues to report. The first issue was speeding cars at night on Royal Oaks Drive North and South. The second issue are two blinding lights at the main entrance to the Royal Oaks Manor.

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 September 21, 2021
- B. Minutes: Public Workshop held on October 4, 2021
- C. Resolution No. 21-18: Demands & Warrants for October 2021
- D. Financial Statement for the month of September 2021
- E. Resolution No. 21-19: Bank Signatures (add Suresh Malkani)

- F. Approval to Continue Government Relations Advocacy Services with Best Best & Krieger
- G. Appointment of City Council Representative to San Gabriel Valley Mosquito & Vector Control District Board of Trustees

CORRECTIONS TO SEP 21, 2021 MINUTES:

Mayor Pro-Tem Lathrop stated that page 5 of the September minutes needs to reflect that he, not Councilmember Lewis, made the amended motion regarding the City's Film Ordinance/Policy.

City Attorney Reisman amended his report in the September minutes in regards to the case *Bradbury v. Zhongying USA Capitals* (243 Barranca Road) to state that the Judge has signed the order for reimbursement of \$12,300 in Attorney's fees. Two motions for relief from default have been rejected by the trial court, and the property owner filed a notice of appeal. City Attorney Reisman stated that he may file a motion to dismiss the appeal as untimely.

MOTION TO APPROVE CONSENT CALENDAR:

Councilmember Lathrop made a motion to approve Consent Calendar, with the minutes 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, Hale and Lewis
NOES: None
ABSENT: None

Motion passed 5:0

PUBLIC HEARING TO START AT 7:10 PM:

City Manager Kearney stated that the Public Hearing for the City Council District Boundaries Draft Maps was advertised to start at 7:10 pm.

CITY COUNCIL DISTRICT BOUDARIES DRAFT MAPS:

City Manager Kearney stated the City of Bradbury has held two public hearings prior to the publication of Draft Map Option #1 and Draft Map Option #2 on the City's website on October 12, 2021. The first public hearing was held by the City Council on September 21, 2021, and a public workshop was held by the Consultants and City Staff on October 4, 2021, prior to the publication of the Draft Map Options.

RECOMMENDTION:

It is recommended that the City Council field a presentation by Andrew Westall, Bear Demographics & Research, on the Draft Map Options, open the public hearing and solicit public input on the Draft Map Options, and provide direction to the consultant on a final map for City Council consideration and adoption on November 16, 2021.

PRESENTATION BY ANDREW WESTALL, BEAR DEMOGRAPHICS & RESEARCH:

Due to the small population of the City of Bradbury, utilizing Census Blocks in the formation of Council District is not practical due to the size of Census Blocks being much larger than the ideal Bradbury City Council District population of 185 residents.

Bear Demographics developed a GIS map based on the parcel map of the City provided by the County of Los Angeles, and used a statistical methodology to allocate the population across the City's parcels.

Mr. Westall stated that the public was welcomed to provide input on a draft map through the City's website and/or by emailing the City Manager. Below is a summary of the comments received:

- Currently, Mount Olive Drive and Mount Olive Lane are split into two districts (2 & 4) and those two streets should be compacted into one district.
- In the past, there have been proposals to divide parts of Woodlyn Lane and Bradbury Hills Road/Lane into separate districts. The neighborhood should be kept intact.

DRAFT MAP OPTION #1:

Mr. Westall stated that Draft Map Option #1 provides the best opportunity to adopt a Council District Map that is the least disruptive to the current configuration and representation in the City, while respecting as much as possible the boundaries of the Bradbury Estates HOA and the Woodlyn Lane HOA. The overall deviation of Draft Map Option #1 is 6.34%, which is within the legally required ten percent. One parcel from the Bradbury Estates HOA is moved to District 3, while maintaining the split of the HOA between Districts 1 and 5, with the bulk of the community in District 1. Four parcels from the Woodlyn Lane HOA are moved to District 3 as well, with the rest of the HOA remaining in District 2. The boundaries between Districts 2 and 4 also respect the official zoning map of the City in the southeast portion of the City of Bradbury.

City Manager Kearney added that the fire road, which connects Deodar Lane and Woodlyn Lane, creates a corridor to ensure the contiguity in District Three. As such, the properties on Woodlyn Lane could remain in District 2.

DRAFT MAP OPTION #2:

Draft Map Option #2 provides the City Council and the public with an alternative configuration of the Council District boundaries which is more disruptive to the current configuration of representation and splits the HOAs farther than under Draft Map Option #1. The overall deviation of Draft Map Option #2 is 9.28 %, which is within the legally required ten percent. By moving all of District 3 to the southwestern area of the City, the Bradbury Estates HOA is split three ways between Districts 1, 5 and 3, with thirteen parcels in the HOA located in District 3. This also requires splitting the Woodlyn Lane HOA between Districts 2 and 5 along Woodlyn Lane. This option also uses many boundaries of the official zoning map in the southeast and southwest portions of the City of Bradbury.

CITY COUNCIL DISCUSSION:

Councilmember Lewis stated that it is clear that the consultant has not driven the area and is using Google Maps data that is incorrect. Councilmember Lewis stated that the road that is supposed to act as a corridor in Draft Map Option #1 is not there and therefore is just an arbitrary line.

Councilmember Hale was not happy about moving one parcel located in the HOA out of District 1 and stated that it makes no sense. Councilmember Hale also wants to keep Woodlyn Lane together into one piece.

Mayor Bruny reaffirmed that she also would like to keep everyone in the HOA.

The consultant stated that they are following the law drawing the Draft Maps. Councilmember Lewis replied that if they tried to fix the problem of non-contiguous, they haven't done that.

City Manager Kearney stated that if we can't fix the non-contiguousness in District 3, then we end up with Draft Option #2.

Councilmember Barakat stated that 10 years ago the attorney said that the road (Royal Oaks Drive North) connects the two parts of District 3. City Manager Kevin replied that that the road (Royal Oaks Drive North) in front of the Manor belongs to the County of Los Angeles. Our City Engineer double- and triple-checked this information.

Councilmember Barakat inquired about who owns the trail. City Manager Kearney stated that the trail is technically in the County. Councilmember Barakat suggested that the City annex the part of Royal Oaks Drive North that belongs to the County. Mayor Pro-Tem Lathrop inquired about how long it would take to annex that portion of the road. City Manager Kearney replied that it would not be done before the deadline to submit the new boundary map, which means the City would not have a valid City Council District map, but that he would call Supervisor Barger's Office to move forward with the annexation expeditiously.

Councilmember Hale inquired if we can move the one parcel on Deodar and the four parcels on Woodlyn Lane back, file it with the State, and see what they say.

City Attorney Reisman stated that according to the consultant, the current map does not meet legal the requirements of redistricting and opens the City up for a lawsuit. If the City loses the case, a judge will redraw the map without City input. City Attorney Reisman asked the consultant what happens next.

Mr. Andrew Westall stated that the City has to submit a map to the Registrar-Recorder, Dean Logan, by December 15, 2021. There is no State review.

PUBLIC HEARING:

Mayor Bruny opened the discussion for public comment.

Robert Jones, 620 Spring Point Drive, stated that he likes that in Draft Map Option #2 all of Gardi Street is in one district.

Ann Armstrong, 1775 Royal Oaks Drive, asked if the current map has 185 residents in every district. The consultant replied "not even close."

PUBLIC HEARING CLOSED:

There being no further public input, Mayor Bruny declared the public hearing closed.

ACTION TAKEN:

City Manager Kearney inquired if the Council was ready to adopt a map next month. The City Council replied yes – move forward with adoption by revering the one parcel on Deodar in District 1 and the four parcels on Woodlyn Lane in District 2.

Mayor Pro-Tem Lewis apologized for jumping on the consultant. The consultant, Andrew Westall, stated that he would drive the city with City Manager Kearney before the November meeting.

**CONSIDERATION OF ORDINANCE NO. 378
AMENDING THE BMC RELATING TO
FILMING PERMITS:**

Management Analyst Musa stated that at the September City Council meeting, Staff was made aware that language in the City's Municipal Code conflicts with the City's Film Policy. Section 13.02.610 of the BMC reads: *The activities of moviemaking or television production shall be conducted between the hours of 7:00 am and sunset, Monday through Friday only, but excluding legal holidays.* The current Film Policy allows *Hours of Operation from 7:00 am to 10:00 pm Monday through Friday only, excluding legal holidays. Extended hours may be considered depending on impact to the community.*

The ordinance in the Municipal Code was adopted in 1979 and the City's Film Policy is dated 1990. It appears that since 1990 the City has been operating and processing film permits based on the regulations outlined in the Film Policy. In order for the Municipal Code and the Film Policy to correspond, it is recommended that the City's Municipal Code be amended to correspond to the City's Film Policy. The allowable hours of operation will be removed from the Ordinance, but will remain in the Film Policy, which will also be reviewed by the City Council during this process.

CALIFORNIA FILM COMMISSION:

Ordinance No. 378 reflects portions of the California Film Commission's (CFC) Model Film Ordinance. The CFC is a State department that provides resources for cities, counties and special districts to ensure uniform film ordinances and permit processes throughout the State. Per Government Code 14999.21, it is required that all cities, 30 days prior to adoption of a film ordinance, submit a draft ordinance to the CFC. The CFC will then review the draft ordinance and provide comments within five working days. The Government Code also states that each local government shall provide the CFC with a copy of its adopted film ordinance.

RECOMMENDATION:

It is recommended that the City Council introduce and read, by title only, Ordinance No. 378: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE BRADBURY MUNICIPAL CODE RELATING TO FILMING PERMITS

DISCUSSION:

City Attorney Reisman made some corrections to the proposed Ordinance, which he handed out to the City Council and Staff. City Attorney Reisman advised the HOA to check their Film Ordinance and/or Policy as well.

Mayor Pro-Tem Lathrop suggested to "capitalize" Definitions in Section 13.02.600, i.e. Motion Picture, Television, Still Photography, Charitable Films, etc.

Councilmember Barakat had a comment regarding notifications of neighbors. Mayor Bruny stated that the Council should discuss the policy next month and concentrate on the ordinance this evening.

PUBLIC COMMENT:

Robert Jones, 620 Spring Point Drive, inquired if the new Ordinance would affect his son's CalArts school film project. The City Attorney replied that pre-secondary school projects are not covered under the Ordinance.

Maria Mak, 215 Barranca Road, suggested that not only residents within 500 feet of the film location, but also residents within 500 feet of off-site staging areas, should be notified.

Mrs. Mak felt that the Film Policy's requirement to submit a completed application five (5) days before filming begins is not enough time. She also inquired if film applications are subject to public inspection. City Attorney Reisman replied yes, upon filing of a public records request form with the City.

PUBLIC COMMENT CLOSED:

There being no further comments, Mayor Bruny closed the discussion for public input.

MOTION:

Councilmember Lewis made a motion to introduce for first reading, by title only, Ordinance No. 378: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE BRADBURY MUNICIPAL CODE RELATING TO FILMING PERMITS. Councilmember Barakat seconded the motion, which was carried by the following roll call vote:

APPROVED:

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

NOES: None

ABSENT: None

Motion passed 5:0

ORDINANCE ADOPTION IN NOVEMBER:

Second Reading and Adoption of Ordinance No. 378 will be on the November City Council Agenda.

STATE PARKS GENERAL PER CAPITA PROGRAM: ADOPTION OF RESOLUTION NO. 21-20 APPROVRING A PROJECT APPLICATION FOR THE LEMON AVENUE TRAIL PROJECT:

City Manager Kearney reported that the State has allocated \$178,655 to the City of Bradbury through their General Per Capita Program. City Staff has identified the creation of the Lemon Avenue Trail as a project for funding. Should the City Council desire to fund the project, City Staff would work toward submitting the application. Once the application is approved, City Staff would move forward with preparing the plans and specifications for the trail improvements. City Manager Kearney also noted that the "Lemon Avenue Trail Project" is not the same as the Lemon Trail, but refers to the South side of Lemon Avenue between Winston Avenue and the Lemon Trail.

RECOMMENDATION:

It is recommended that the City Council approve moving forward with designating the Lemon Avenue Trail Project as the recipient of the General Per Capita Program and adopt Resolution No. 21-20, which is a required document needed to apply for the grant.

MOTION:

Councilmember Barakat made a motion to adopt Resolution No. 21-20 and to move forward with designating the Lemon Avenue Trail Project as the recipient of the General Per Capita Program. Councilmember Lewis seconded the motion, which was carried by the following roll call vote:

APPROVED:

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

NOES: None

ABSENT: None

Motion passed 5:0

GENERAL DISCUSSION ON THE STATE'S HOUSING MANDATES:

Mayor Pro-Tem Lathrop reported that he met with Assemblywoman Blanca Rubio to discuss exceptions from SB 9 for properties in the High Severity Fire Zone. Assemblywoman Rubio has asked for a letter from the City Council for review. The City Council agreed to move forward with a letter.

Mayor Pro-Tem Lathrop reported another option which are Conservation Easements by creating non-profits.

MATTERS FROM THE CITY MANAGER:

City Manager Kearney stated that the picture taken this morning at the fountain in Monrovia Canyon Park will be in the next Newsletter.

MATTERS FROM THE CITY ATTORNEY:

City Attorney Reisman reported that in regards to the case *City of Bradbury v. Zhongying USA Capitals* (243 Barranca Road) the motion to dismiss the appeal is not going to work. The City Attorney will respond to the appeal.

MATTERS FROM THE CITY COUNCIL:

MAYOR:

Nothing to report

MAYOR PRO-TEM LATHROP:

Nothing to report

COUNCILMEMBER BARAKAT:

Nothing to report

COUNCILMEMBER HALE:

Councilmember Hale stated that during the photo-op this morning at Monrovia Canyon Park he was shocked to see the number of trees that were scorched by the fire. Councilmember Hale stated that it would be nice if Bradbury City Council would consider donating some money to Monrovia to plant new trees.

COUNCILMEMBER LEWIS:

Nothing to report

ITEMS FOR FUTURE AGENDAS:

None

ADJOURNMENT:

At 8:35 p.m. Mayor Bruny adjourned the meeting to a Regular Meeting on Tuesday, November 16, 2021 at 7:00 p.m.

MAYOR – CITY OF BRADBURY

ATTEST:

CITY CLERK – CITY OF BRADBURY

RESOLUTION NO. 21-21

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA,
APPROVING DEMANDS AND WARRANTS NO. 16671 THROUGH NO. 16684
(PRE-RELEASED CHECKS)
AND DEMANDS AND WARRANTS NO. 16685 THROUGH NO. 16705
(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 \$2,218.52 pre-released Checks) and \$71,588.06 at November 16, 2021 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>
16671	San Gabriel Valley City Managers' Association (10/20/21)	SGVCMA October Meeting City Manager & Management Analyst <i>Acct. 101-12-6020 (\$35.00)</i> <i>Acct. 101-16-6020 (\$35.00)</i>	\$70.00
16672	California American Water (11/3/21)	<u>Service Address:</u> 301 Mt Olive Drive Irrigation 2410 Mt Olive Lane Irrigation 2256 Gardi Street <i>Acct. 200-48-6400</i>	\$124.04 \$62.55 <u>\$71.32</u> \$257.91
16673	Molly Maid (10/13/21)	01-Sep-2021 Cleaning 08-Sep-2021 Cleaning 15-Sep-2021 Cleaning 22-Sep-2021 Cleaning 29-Sep-2021 Cleaning 06-Oct-2021 Cleaning 13-Oct-2021 Cleaning <i>Acct. 101-16-6460</i>	\$105.00 \$105.00 \$105.00 \$105.00 \$105.00 \$105.00 <u>\$105.00</u> \$735.00
16674	Delta Dental (11/1/21)	<u>Dental Insurance:</u> City Manager (family) <i>Acct. 101-12-5100</i> City Clerk <i>Acct. 101-13-5100</i> Management Analyst <i>Acct. 101-16-5100</i>	\$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>	
16675	Vision Service Plan (11/1/21)	<u>Vision Insurance:</u> City Manager (family) <i>Acct. 101-12-5100</i> City Clerk <i>Acct. 101-13-5100</i> Management Analyst <i>Acct. 101-13-5100</i>	\$61.07 \$23.66 <u>\$23.66</u>	\$108.39
16676	The Standard (11/1/21)	<u>Basic Life and AD&D:</u> City Manager <i>Acct. 101-12-5100</i> City Clerk <i>Acct. 101-13-5100</i> Management Analyst <i>Acct. 101-13-5100</i>	\$9.25 \$9.25 <u>\$9.25</u>	\$27.75
16677	Spectrum (11/9/21)	Business Internet <i>Acct. 101-16-6230</i>		\$149.98
16678	Southern California Edison (11/12/21)	Street Lights for Mt. Olive/Gardi <i>Acct. 200-48-6400</i>		\$37.93
16679	Southern California Edison (10/11/21)	City Hall Utilities <i>Acct. 101-16-6400</i>		\$266.84
16680	The Gas Company (10/16/21)	City Hall Utilities <i>Acct. 101-16-6400</i>		\$14.79
16681	Staples (11/15/21)	Office Supplies <i>Acct. 101-16-6200</i>		\$92.44
16682	Frontier (11/15/21)	Fire Alarm Line Aug and Sep 2021 <i>Acct. 101-23-7420</i>		\$110.86
16683	T-Mobile (11/18/21)	Mobile Internet (Hot Spot) <i>Acct. 113-20-8120</i>		\$32.00
16684	Dog Waste Depot (10/27/21)	Dog Waste Roll Bags 30-roll case <i>Acct. 102-42-7630</i>		\$97.44

Total Pre-Released Checks **\$2,218.52**

REGULAR CHECKS:

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
16685	Best Best & Krieger (10/15/21)	Rio Hondo-San Gabriel Watershed Advocacy Sep 2021 Professional Services <i>Acct. 102-42-7630 (UUT)</i>	\$943.59
16686	Bear Demographics and Research LLC (10/16/21)	Redistricting <i>Acct. 101-16-7435</i>	\$24,250.00
16687	Data Ticket (10/9/21)	Daily Processing <i>Acct. 101-23-6210</i>	\$0.65
16688	DUDEK (10/12/21)	Community Wildfire Protection Plan <i>Acct. 219-21-7761</i>	\$1,170.00
16689	Janus Pest Management (9/17/21)	One-time Service (Ant/Spider) <i>Acct. 101-166470</i>	\$245.00
16690	Jones & Mayer (10/31/21)	<u>City Attorney:</u> October Retainer <i>Acct. 101-15-7020</i> \$2,650.00 243 Barranca Road <i>Acct. 101-15-7070</i> \$617.50 Chadwick Ranch <i>Acct. 103-00-2039</i> \$260.00 Zoning/General Plan <u>\$275.00</u> \$3,802.50 <i>Acct. 101-15-7075</i>	
16691	Kevin Kearney (Oct 2021)	Monthly Cell Phone Allowance <i>Acct. 101-12-6440</i>	\$75.00
16692	LDM Associates, Inc. (11/8/21)	Planning Services Monthly Retainer for Oct 2021 <i>Acct. 101-20-7210</i>	\$2,500.00
16693	Michael Baker International (10/27/21)	Chadwick Ranch Estates <i>Acct. 103-00-2039</i>	\$1,920.00
16694	City of Monrovia	Transportation Services for October 2021 \$704.07 November 2021 <u>\$704.07</u>	\$1,408.14

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
16695	Pasadena Humane Society (10//31/21)	Animal Control Services for Oct 2021 <i>Acct. 101-25-7000</i>	\$954.17
16696	Post Alarm Systems (11/5/21)	City Hall Monitoring for Dec 2021 Fire & Intrusion Systems <i>Acct. 101-23-7420</i>	\$122.34
16697	Priority (11/01//21)	<u>Nov 2021 Landscape Services:</u> Bradbury Civic Center <i>Acct. 101-21-7020</i> \$204.12 Royal Oaks Drive North <i>Acct. 101-21-7015</i> \$402.40 Lemon Trail <i>Acct. 101-21-7045</i> \$134.14 Mt. Olive Drive Entryway & Trail <u>\$542.38</u> \$1,283.04 <i>Acct. 101-21-7035</i>	
16698	RKA Consulting Group (10/13/21)	Bradbury/Wild Rose Street Widening <i>Acct. 201-48-7755</i> \$1,038.45 Development Projects <i>Acct. 101-19-7230</i> \$3,444.00	
	(9/20/21)	City Engineering Services <u>\$698.25</u> \$5,180.70 <i>Acct. 101-19-7230</i>	
16699	Southern California Edison (11/1/21)	Street Lights <i>Acct. 200-48-6410</i>	\$954.22
16700	LA County Sheriff's Dept. (10/12/21)	Sep 2021 Law Enforcement Services <i>Acct. 101-23-7410</i>	\$10,578.30
16701	Stump Fence Co. (11/4/21)	Supply/Install Redwood Fence at City Hall <i>Acct. 101-21-7020</i>	\$4,980.00
16702	TeamLogic IT (11/1/21)	Computer Services <i>Acct. 113-20-8120</i>	\$842.50
16703	U.S. Bank (10/31/21)	Custody Charges for Oct 2021 Safekeeping Fees <i>Acct. 101-14-7010</i>	\$26.50

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>	
16704	U.S. Bank Corporate Payment Systems (10/22/21)	<u>Kevin Kearney Visa Card:</u> Zoom (1-year Renewal) <i>Acct. 113-20-8120</i> League of California Cities 3 booklets – Brown Act Guide <i>Acct. 101-16-6200</i> Amazon.com (tech supply) <i>Acct. 113-20-8120</i> Beenverified.com <i>Acct. 101-23-7450</i> League of California Cities City Managers’ Conference <i>Acct. 101-12-6020</i> Catamaran Resort Hotel <i>Acct. 101-12-6020</i>	\$149.90 \$105.00 \$32.82 \$52.44 \$725.00 <u>\$503.00</u> \$1,568.16	
16704	U.S. Bank Corporate Payment Systems (10/22/21)	<u>Claudia Saldana Visa Card:</u> MyFax <i>Acct. 101-16-6230</i> USPS stamps <i>Acct. 101-16-6120 (\$58.00)</i> <i>Acct. 101-20-6120 (\$58.00)</i> Aldi (City Hall supplies) <i>Acct. 101-16-6450</i>	\$10.00 \$116.00 <u>\$23.35</u> \$149.35	
16704	U.S. Bank Corporate Payment Systems (10/22/21)	<u>Sophia Musa Visa Card:</u> Amazon.com (tech supply) <i>Acct. 113-20-8120</i> Matrox International, Inc. (ham radio training) <i>Acct. 101-24-6010</i> Smart & Final (bottled water) <i>Acct. 101-16-6450</i> Broadvoice (City Hall Telephone) <i>Acct. 101-16-6440</i> CPJIA Conference Registration <i>Acct. 101-16-6020</i>	\$65.69 \$65.00 \$6.74 \$172.00 <u>\$175.00</u> \$484.43	\$2,201.94
16705	VCA Code Group (10/13/21)	<u>Sep 2021 Professional Services:</u> Plan Check Services Adjustment <i>Acct. 101-20-7720</i>	\$9,149.47 <u>(1,000.00)</u>	\$8,149.47
Total Regular Checks			<u>\$71,588.06</u>	

NOVEMBER 2021 PAYROLL:

ACH	Kevin Kearney (Nov 2021)	Salary: City Manager Acct. 101-12-5010	\$10,560.00	
		Withholdings Acct. 101-00-2011	<u>(2,464.90)</u>	\$8,095.10
ACH	Claudia Saldana (Nov 2021)	Salary: City Clerk Acct. 101-13-5010	\$5,583.33	
		Withholdings Acct. 101-00-2011	<u>(1,476.09)</u>	\$4,107.24
ACH	Sophia Freyre (Nov 2021)	Salary: Management Analyst Acct. 101-16-5010	\$4,633.75	
		Withholdings Acct. 101-00-2011	(890.87)	
		PERS Employee Share Acct. 101-16-5100	<u>(312.78)</u>	\$3,430.10
			Total June Payroll	\$15,632.44

ELECTRONIC FUND TRANSFER (EFT) PAYMENTS FOR NOVEMBER 2021:

EFT	Aetna (Nov 2021)	<u>Health Insurance for Nov 2021:</u> City Manager Acct. 101-12-5100	\$1,565.52	
		City Clerk Acct. 101-13-5100	\$961.98	
		Management Analyst Acct. 101-16-5100	<u>\$396.32</u>	\$2,983.82
EFT	EDD (Nov 2021)	State Tax Withholdings SDI Acct. 101-00-2011	\$872.22 <u>\$249.33</u>	\$1,121.55
EFT	Dept. of Treasury Internal Revenue Service (Nov 2021)	Federal Tax Withholdings Social Security Medicare (Employee's portion of Social Security and Medicare is matched by the City) Acct. 101-00-2011	\$2,120.86 \$2,576.36 <u>\$602.54</u>	\$5,299.76
EFT	California PERS (Nov 2021)	City Manager Acct. 101-12-5100	\$1,643.31	
		City Clerk Acct. 101-13-5100	\$864.46	
		Management Analyst Acct. 101-16-5100	<u>\$664.48</u>	\$3,172.25

EFT	California PERS (Nov 2021)	Unfunded Accrued Liability		
		UAL Payment (Classic)	\$783.75	
		UAL Payment (PEPRA)	<u>\$16.08</u>	\$799.83
		<i>Acct. 101-16-6240</i>		

MAYOR – CITY OF BRADBURY

ATTEST:

CITY CLERK – CITY OF BRADBURY

"I, Claudia Saldana, City Clerk, hereby certify that the foregoing Resolution, being Resolution No. 21-21, was duly adopted by the City Council of the City of Bradbury, California, at a regular meeting held on the 16th day November, 2021 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 #:
\$49.75	09/18/21	11/15/21	2929770681
PO:		Store: 100088887, WESTBORO, MA	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
TRU RED ONETOUCH EXECUTIV	207435	1.0000 EA	\$20.49	\$20.49
FALCON DUSTOFF AIR DUSTER	356652	1.0000 EA	\$36.99	\$36.99
WEIMAN ETRONIC WIPESCLOTH	49478	1.0000 EA	\$5.49	\$5.49
STAPLES 125 BINDER CLIPS	831602	1.0000 EA	\$4.29	\$4.29
HP 651A BLACK STANDARD YI	990208	1.0000 EA	\$189.89	\$189.89
COUPONDISCOUNT	558100	1.0000 ST	-\$16.77	-\$16.77
COUPONDISCOUNT	558100	1.0000 ST	-\$6.41	-\$6.41
COUPONDISCOUNT	558100	1.0000 ST	-\$25.04	-\$25.04
COUPONDISCOUNT	558100	1.0000 ST	-\$4.49	-\$4.49
COUPONDISCOUNT	558100	1.0000 ST	-\$0.30	-\$0.30
COUPONDISCOUNT	558100	1.0000 ST	-\$3.27	-\$3.27
COUPONDISCOUNT	558100	1.0000 ST	-\$155.43	-\$155.43
COUPONDISCOUNT	558100	1.0000 ST	-\$0.01	-\$0.01

Purchased by: CLAUDIA SALDANA
Order #: 9836350394

SUBTOTAL	\$45.43
TAX	\$4.32
TOTAL	\$49.75

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 #:
\$42.69	09/25/21	11/15/21	2934553721
PO:		Store: 100088887, WESTBORO, MA	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
HAMMERMILL COPY PLUS PAPE	122374	1.0000 EA	\$67.99	\$67.99
COUPONDISCOUNT	558100	1.0000 ST	-\$29.00	-\$29.00

Purchased by: CLAUDIA SALDANA
Order #: 9836643557

SUBTOTAL	\$38.99
TAX	\$3.70
TOTAL	\$42.69

see Cr # 16681

771111





P.O. BOX 6343
FARGO ND 58125-6343

ACCOUNT NUMBER 4246 0445 5575 6224
STATEMENT DATE 10-22-2021
AMOUNT DUE \$2,619.22
NEW BALANCE \$2,619.22

PAYMENT DUE ON RECEIPT



NOV 05 2021

000000458 01 SP 0.530 106481408915369 P

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

AMOUNT ENCLOSED
\$ 2,201.94

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

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

see Ch # 16704

4246044555756224 000261922 000261922

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	\$1,739.00	\$2,201.94	\$0.00	\$0.00	\$0.00	\$0.00	\$1,321.72	\$2,619.22

CORPORATE ACCOUNT ACTIVITY

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-06	10-05	74798261279000000000268	PAYMENT - THANK YOU 00000 C	1,321.72 PY

TOTAL CORPORATE ACTIVITY
\$1,321.72 CR

NEW ACTIVITY

KEVIN KEARNEY 4246-0446-0277-2711	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$1,568.16	\$0.00	\$1,568.16

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-30	09-29	24011341272000040481992	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	149.90
10-04	10-01	24493981275200747900024	LEAGUE OF CALIFORNIA CIT 916-658-8215 CA	105.00
10-11	10-08	24692161281100760892894	AMZN MKTP US*279EK6111 AMZN.COM/BILL WA	32.82
10-11	10-09	24906411282131920693309	BVD*BEENVERIFIED.COM 855-9046471 NY	52.44
10-12	10-12	24492161285000007725808	CALCITIES REGISTRATION CALCITIES.ORG CA	725.00

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER 4246-0445-5575-6224		ACCOUNT SUMMARY	
	STATEMENT DATE 10/22/21	DISPUTED AMOUNT .00	PREVIOUS BALANCE	1,739.00
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 2,619.22		PURCHASES & OTHER CHARGES	2,201.94
			CASH ADVANCES	.00
			CASH ADVANCE FEES	.00
			LATE PAYMENT CHARGES	.00
			CREDITS	.00
		PAYMENTS	1,321.72	
		ACCOUNT BALANCE	2,619.22	



Company Name: CITY OF BRADBURY
Corporate Account Number: 4246 0445 5575 6224
Statement Date: 10-22-2021

see Cr # 16704

NEW ACTIVITY					
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
10-12	10-10	24755421284732846106102	CATAMARAN RESORT HOTEL AN SAN DIEGO CA 1 ARRIVAL: 10-06-21	503.00	
SOPHIA MUSA			CREDITS	PURCHASES	TOTAL ACTIVITY
4246-0446-5320-2600			\$0.00	\$484.43	\$484.43
			CASH ADV		
			\$0.00		
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
09-27	09-26	24692161269100193023584	AMAZON.COM*2G88S1RD2 AMZN.COM/BILL WA	65.69	
09-29	09-28	24492151271852809131123	PAYPAL *QUALITYMATR 402-935-7733 CA	65.00	
10-04	09-30	24231681274837000077968	SMART AND FINAL 746 DUARTE CA	6.74	
10-15	10-14	24453511287017029671878	BROADVOICE 888-325-5875 CA	172.00	
10-21	10-20	24492151293852928611512	CJPIA 562-467-8729 CA	175.00	
CLAUDIA A SALDANA			CREDITS	PURCHASES	TOTAL ACTIVITY
4246-0470-0126-4883			\$0.00	\$149.35	\$149.35
			CASH ADV		
			\$0.00		
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
09-23	09-23	24692161266100880994363	MYFAX *PROTUS IP SOLN 866-563-9212 CA	10.00	
09-28	09-27	24137461271001201657418	USPS PO 0522740820 DUARTE CA	116.00	
10-18	10-14	24427331288710039336855	ALDI 79110 MONROVIA CA	23.35	

Department: 00000 Total: \$2,201.94
 Division: 00000 Total: \$2,201.94

City of Bradbury Monthly Investment Report for the month of October 2021

CASH ON DEPOSIT BY ACCOUNT

Bank Accounts:
Wells Fargo Bank - General Checking

Amount	Maturity	Interest Rate
\$ 1,281,938.57	n/a	0%

Investments:
Local Agency Investment Fund (LAIF)

\$ 3,360,822.18	n/a	0.20%
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Ally Bank CD
Texas Exchange Bank Crowley CD

\$ 247,000.00	9/26/2022	1.95%
\$ 249,000.00	7/9/2024	0.50%

Total \$ 5,138,760.75

CASH & INVESTMENTS ON DEPOSIT BY FUND

Funds	Amount
General Fund (101)	\$3,055,389.77
Utility Users Tax Fund (102)	\$600,176.46
Deposits Fund (103)	\$64,407.41
Long Term Planning Fee Fund (112)	\$3,328.92
Technology Fee Fund (113)	\$26,722.96
Gas Tax Fund (200)	\$8,586.50
SB 1 Gas Tax Fund (201)	\$45,471.57
Prop A Fund (203)	\$10,256.89
Prop C Fund (204)	\$24,610.82
TDA Fund (205)	\$2,911.68
Sewer Fund (206)	\$667,520.17
STPL Fund (208)	\$1,047.74
Recycling Grant Fund (209)	\$6,275.00
Measure R Fund (210)	\$71,708.14
Measure M Fund (212)	\$48,071.62
Measure W Fund (213)	(\$0.23)
COPS Fund (215)	\$365,362.55
County Park Grant Fund (217)	\$9,187.93
CWPP Grant Fund (219)	(\$650.00)
Cares Act Fund (220)	\$128,374.85
Total	\$ 5,138,760.75

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	2020-21 YTD @ 6/30/21		2021-22 Budget	2021-22 YTD @ 10/31/2021	
Property Taxes						
General Fund:						
101-00-4000	Operating Transfers In	44,815	#DIV/0!	665,476	-	0%
101-00-4010	Property Tax-Current Secured	472,351	110%	481,798	842	0%
101-00-4030	Property Tax-Current Unsecured	20,542	147%	18,000	10,443	58%
101-00-4050	Property Tax Prior Year	-	#DIV/0!	-	-	#DIV/0!
101-00-4060	Public Safety Augmentation F	11,191	112%	11,000	3,216	29%
101-00-4070	Delinquent Taxes	10,080	168%	8,000	957	12%
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	5,418	20%
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	10,920	49%
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	1,110	44%
101-00-4340	BL Website Link	-	#DIV/0!	-	-	#DIV/0!
101-00-4350	Business License	32,094	80%	40,000	10,124	25%
101-00-4360	Movie & TV Permits	34,060	#DIV/0!	-	36,470	#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	31,343	31%
101-00-4480	Building Plan Check Fees	51,245	57%	100,000	42,728	43%
101-00-4485	Landscape Plan Check Permit	9,913	283%	9,000	4,141	46%
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	36,122	36%
101-00-4600	Interest Income	6,523	13%	50,000	7,321	15%
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	331	17%
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	225,956	11%
Utility Users Tax Fund:						
102-00-4600	Interest	6,322	63%	5,000	1,838	37%
102-00-4830	Electric	2	#DIV/0!	-	-	#DIV/0!
		6,324		5,000	1,838	37%
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	1,784	45%
112-00-4600	LTP Fee Interest Income	66	22%	150	8	5%
		2,790		4,150	1,792	43%

Revenues

Acct. Number	Account Description	2020-21 YTD @ 6/30/21		2021-22 Budget	2021-22 YTD @ 10/31/2021	
Technology Fee Fund:						
113-00-4520	Technology Fee	10,182	145%	11,000	3,151	29%
113-00-4600	Technology Fee Interest Income	364	46%	500	89	18%
		<u>10,546</u>	<u>135%</u>	<u>11,500</u>	<u>3,240</u>	<u>28%</u>
Gas Tax Fund:						
200-00-4200	TCRA Funds		0%	-		#DIV/0!
200-00-4600	Interest	136	#DIV/0!	200	48	24%
200-48-4260	Gas Tax	28,435	126%	35,000	9,207	26%
		<u>28,571</u>	<u>121%</u>	<u>35,200</u>	<u>9,255</u>	<u>26%</u>
SB1 Gas Tax Fund:						
201-00-4000	Transfers In					
201-00-4260	Gas Tax	19,369	143%	30,000	1,778	6%
201-00-4600	Gas Tax Interest	412	#DIV/0!	300	131	44%
		<u>19,781</u>	<u>147%</u>	<u>30,300</u>	<u>1,909</u>	<u>6%</u>
Prop. A Fund:						
203-40-4260	Prop. A Transit Funds	21,669	86%	25,000	8,845	35%
203-40-4600	Prop. A Transit Interest	444	148%	200	18	9%
		<u>22,113</u>	<u>87%</u>	<u>25,200</u>	<u>8,863</u>	<u>35%</u>
Prop. C Fund:						
204-48-4260	Prop. C Funds	17,974	86%	23,000	7,337	32%
204-48-4600	Prop. C Interest	171	#DIV/0!	450	66	15%
		<u>18,145</u>	<u>87%</u>	<u>23,450</u>	<u>7,403</u>	<u>32%</u>
Transportation Development Act Fund:						
205-48-4260	TDA Funds	9,014	180%	5,000	1,668	33%
205-48-4600	TDA Interest	10	#DIV/0!	-	4	#DIV/0!
		<u>9,024</u>	<u>180%</u>	<u>5,000</u>	<u>1,672</u>	<u>33%</u>
Sewer Fund:						
206-00-4000	Transfers In	240,000	100%	-		#DIV/0!
206-50-4600	Sewer Fund Interest	6,319	57%	-	2,036	#DIV/0!
206-50-4606	Winston Ave. Assessment	67,433	#DIV/0!			#DIV/0!
		<u>313,752</u>		<u>-</u>	<u>2,036</u>	<u>#DIV/0!</u>
STPL Fund:						
208-00-4260	STPL Funds					
208-00-4600	STPL Interest	10	#DIV/0!	10	3	30%
		<u>10</u>	<u>#DIV/0!</u>	<u>10</u>	<u>3</u>	<u>30%</u>
Recycling Grant Fund:						
209-00-4260	Recycling Grant Funds	-	0%	5,000		0%
209-00-4600	Recycling Grant Interest	99	198%	100	19	19%
		<u>99</u>	<u>2%</u>	<u>5,100</u>	<u>19</u>	<u>0%</u>
Measure R Fund:						
210-48-4260	Measure R Funds	13,499	87%	18,000	5,499	31%
210-00-4600	Measure R Interest	561	70%	300	211	70%
		<u>14,060</u>	<u>86%</u>	<u>18,300</u>	<u>5,710</u>	<u>31%</u>
Measure M Fund						
212-48-4260	Measure M Funds	15,295	96%	16,500	6,217	38%
212-00-4600	Measure M Interest	335	112%	400	137	34%
		<u>15,630</u>	<u>96%</u>	<u>16,900</u>	<u>6,354</u>	<u>38%</u>
Measure W Fund						

Revenues

Acct. Number	Account Description	2020-21 YTD @ 6/30/21		2021-22 Budget	2021-22 YTD @ 10/31/2021	
213-48-4260	Measure W Funds	50,506	84%	50,500		0%
213-48-4600	Measure W Interest	-	#DIV/0!	-		#DIV/0!
		<u>50,506</u>	<u>84%</u>	<u>50,500</u>	<u>-</u>	<u>0%</u>
Citizen's Option for Public Safety (COPS) Fund:						
215-23-4260	COPs Funds	100,000	100%	100,000	74,262	74%
215-00-4600	COPs Interest	2,200	73%	2,500	888	36%
		<u>102,200</u>	<u>99%</u>	<u>102,500</u>	<u>75,150</u>	<u>73%</u>
County Park Grant:						
217-00-4210	County Park Grant	324				
217-00-4600	Grant Fund Interest Income	539	539%	500	28	6%
		<u>863</u>	<u>863%</u>	<u>500</u>	<u>28</u>	<u>6%</u>
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%
		<u>20,198</u>	<u>45%</u>	<u>25,069</u>	<u>-</u>	<u>0%</u>
Covid-19 Fund:						
220-00-4215	COVID 19 Revenues	177,983	#DIV/0!	100,000		0%
220-00-4600	Interest Income	38	#DIV/0!	-	392	#DIV/0!
		<u>178,021</u>	<u>#DIV/0!</u>	<u>100,000</u>	<u>392</u>	<u>0%</u>
Total Revenues		<u>2,337,661</u>	<u>115%</u>	<u>2,545,758</u>	<u>452,844</u>	<u>18%</u>

Expenditures

Account Description	2020-21 YTD @ 6/30/21		2021-22 Budget	2021-22 YTD @ 10/31/2021	
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	42,393	33%
101-12-5100 Benefits	48,927	99%	50,747	16,922	33%
101-12-6020 Meetings & Conferences	295	8%	5,000	355	7%
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	470	47%
	175,305	99%	185,967	60,491	33%
City Clerk Division:					
101-13-5010 Salaries	63,512	103%	67,000	22,333	33%
101-13-5100 Benefits	26,424	101%	30,000	9,393	31%
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	33,703	29%
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	2,129	47%
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	7,174	17%
City Attorney Division:					
101-15-7020 City Attorney Retainer	31,800	100%	31,800	7,950	25%
101-15-7070 City Attorney Special Service	24,260	970%	3,000	3,542	118%
101-15-7075 Development Code Update	2,150	#DIV/0!		375	#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	11,867	30%
General Government Division:					
101-16-5010 Salaries	49,334	102%	55,605	18,535	33%
101-16-5100 Benefits	8,736	56%	14,286	4,789	34%
101-16-6010 Seminars & Training		0%	1,000		0%
101-16-6020 Meetings & Conferences	225	113%	200	503	252%
101-16-6040 Transportation & Lodging		0%	500		0%
101-16-6050 Mileage	149	50%	300	242	81%
101-16-6120 Postage	201	29%	700	55	8%
101-16-6200 Office Supplies	3,329	333%	3,000	109	4%
101-16-6210 Special Departmental Supplies		#DIV/0!			#DIV/0!
101-16-6230 Computer & Website Services	4,475	45%	10,000	1,096	11%

Expenditures

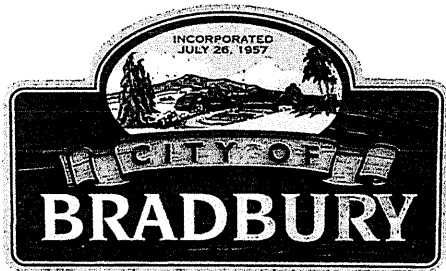
Account Description	2020-21 YTD @ 6/30/21		2021-22 Budget	2021-22 YTD @ 10/31/2021	
101-16-6240 PERS UAL Payment	6,291	140%	6,291	3,199	51%
101-16-6241 PERS Replacement Benefit Contribution	2,566	103%	2,600		0%
101-16-6242 PERS SSA 218 Annual Fee	200	100%	200		0%
101-16-6250 Copier & Duplications		0%		-	#DIV/0!
101-16-6300 Insurance	36,352	104%	39,187	39,197	100%
101-16-6400 Utilities	7,029	220%	7,380	2,285	31%
101-16-6440 Telephone	2,143	93%	2,100	340	16%
101-16-6450 Building Operations	1,153	96%	1,200	177	15%
101-16-6460 Building & Cleaning Service	4,840	151%	4,500	2,100	47%
101-16-6470 Maintenance & Supplies	4,387	877%	500	245	49%
101-16-7435 Redistricting		#DIV/0!	15,000		0%
101-16-6415 Street Signs	-	#DIV/0!	6,000		0%
	131,410	100%	170,550	72,872	43%
Engineering Division:					
101-19-7230 Contracted Engineering Services	74,148	99%	80,000	19,646	25%
	74,148	99%	80,000	19,646	25%
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	57	11%
101-20-6240 Environmental Filing Fees		0%	500		0%
101-20-7210 City Planner Retainer	46,800	100%	46,800	8,900	19%
101-20-7220 Contracted Building & Safety	80,941	90%	120,000	29,446	25%
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	38,438	21%
Parks & Landscape Maintenance Division:					
101-21-7015 Royal Oaks Trail Maintenance	7,039	70%	10,000	3,740	37%
101-21-7020 City Hall Grounds Maintenance	4,443	63%	7,000	1,392	20%
101-21-7025 Trail Maintenance	12,124	121%	10,000	-	0%
101-21-7035 Mt.Olive Entrance & Trail	10,345	86%	12,000	1,435	12%
101-21-7045 Lemon/RO Horse Trail	3,430	49%	7,000	537	8%
101-21-7060 Street Tree Trimming	560	#DIV/0!	15,000	250	2%
	37,941	82%	61,000	7,354	12%
Public Safety Division:					
101-23-6210 Special Departmental Services	11	#DIV/0!		35	#DIV/0!
101-23-7410 Contract Services Sheriff	125,120	100%	126,940	21,157	17%
101-23-7420 City Hall Security	3,537	118%	3,000	729	24%
101-23-7450 Code Enforcement	19,615	163%	12,000	252	2%
101-23-7757 AED Purchase		#DIV/0!			#DIV/0!
	148,283	106%	141,940	22,173	16%
Emergency Preparedness Division:					
101-24-6010 Seminars & Training	185	185%	110		0%
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	868	11%

Expenditures

Account Description	2020-21 YTD @ 6/30/21		2021-22 Budget	2021-22 YTD @ 10/31/2021	
Animal & Pest Control Division:					
101-25-7000 Animal Control Services	5,817	45%	11,450	2,863	25%
101-25-7010 Pest Control Services		0%	500		0%
	5,817	44%	11,950	2,863	24%
Intergovernmental Relations Division:					
101-30-6030 Memberships & Dues	10,463	100%	10,500	9,627	92%
General Fund Totals	1,193,169	92%	1,062,836	287,076	27%
Utility Users Tax Fund:					
102-15-7075 Development Code Update	-				
102-42-7630 NPDES Stormwater Compliance	91,186	124%	90,000	3,334	4%
	91,186		90,000	3,334	4%
Deposits Fund:					
103-00-2039 Chadwick Ranch Development	85,568	52%	75,000	26,477	35%
	85,568		75,000	26,477	35%
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!			
113-20-7730 Website	10,200	510%	3,000	-	
113-20-8120 Capital Equipment-Server & Copier	10,222	102%	10,000	5,956	
	21,287	152%	13,000	5,956	46%
Gas Tax Fund:					
200-48-6400 Utilities-Select System	12,878	143%	11,000	4,189	
200-48-6410 Street Lights	10,506	131%	10,000	2,827	
200-48-7000 PW Contract Services	-	0%	1,000	98	
200-48-7290 Street Sweeping	3,131	78%	4,000	313	
200-48-7750 Wild Rose Project	2,250	45%	25,097	7,591	
	28,765	107%	51,097	15,018	29%
SB1 Gas Tax Fund:					
201-48-7745 Royal Oaks North Curb Extension					
201-48-7750 Wild Rose Project			81,615		
201-48-7755 City Wide Slurry Seal					
			81,615	-	0%
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	
204-40-7325 Transit Services	8,448	94%	9,000	2,112	
204-48-7750 Wild Rose Project		#DIV/0!	36,570		
	8,826	89%	46,470	2,465	5%
Transportation Development Act Fund:					
205-48-7735 Royal Oaks & Mt. Olive Trail Rehab.	4,014		5,000		
	4,014	80%	5,000	-	0%

Expenditures

Account Description	2020-21 YTD @ 6/30/21		2021-22 Budget	2021-22 YTD @ 10/31/2021	
Sewer Fund:					
Transfer Out to GF			665,476		
206-50-7601 Mt. Olive Lane Sewer Project	253,946	38%			
206-50-7602 DUSD Message Board	35,160	88%			
206-50-7606 Winston Ave Project	51,750	129%			
	<u>340,856</u>	<u>45%</u>	<u>665,476</u>	<u>-</u>	<u>0%</u>
STPL Fund:					
208-48-6555 Citywide Slurry Seal					
208-48-7750 Wild Rose Project			1,055		
			<u>1,055</u>	<u>-</u>	<u>0%</u>
Recycling Grant Fund:					
209-35-7300 Recycling Education	<u>7,200</u>	<u>144%</u>	<u>5,000</u>	<u>-</u>	<u>0%</u>
Measure R Fund:					
210-48-7750 Wild Rose Project			88,739		
210-48-7755 City Wide Slurry Seal					
210-00-7760 Return of Funds					
			<u>88,739</u>	<u>-</u>	<u>0%</u>
Measure M Fund					
212-48-7750 Wild Rose Project			58,470		
212-48-7755 Citywide Slurry Seal					
212-48-7756 Bridge Repair					
			<u>58,470</u>	<u>-</u>	<u>0%</u>
Measure W Fund					
213-42-7630 NPDES Stormwater Compliance	<u>50,506</u>	<u>84%</u>	<u>50,500</u>	<u>-</u>	<u>0%</u>
Citizen's Option for Public Safety (COPS) Fund:					
215-23-7410 Contract Services Sheriff	-	0%	50,000		
215-23-7411 Contract CSO Services & Supplies	70,053	131%	56,500	116	
	<u>70,053</u>	<u>68%</u>	<u>106,500</u>	<u>116</u>	<u>0%</u>
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	<u>32,901</u>	<u>66%</u>	<u>30,934</u>	<u>650</u>	<u>2%</u>
Covid-19 Fund:					
220-00-5000 Operating Transfers Out	44,815	#DIV/0!	-		
220-00-6215 COVID 19 Expenses	5,223	#DIV/0!	100,000		
	<u>50,038</u>	<u>#DIV/0!</u>	<u>100,000</u>	<u>-</u>	<u>0%</u>
Total Expenditures	<u><u>2,063,640</u></u>	<u><u>78%</u></u>	<u><u>2,534,692</u></u>	<u><u>341,092</u></u>	<u><u>13%</u></u>



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: November 16, 2021

SUBJECT: Adoption of Ordinance No. 378: An Ordinance Of The City Council Of The City Of Bradbury Amending The Bradbury Municipal Code Relating To Filming Permits

ATTACHMENTS: 1) Ordinance No. 378

SUMMARY

At the September City Council meeting, Staff was made aware that language in the City's municipal code directly conflicts with the City's film policy. Since at least 1990, the City has been operating and processing film permits based off of regulations outlined in the film policy. In order for the policy and municipal code to correspond, it was recommended that the City's municipal code be amended so that it complements and does not conflict with the City's film policy. At the October City Council meeting, the City Council introduced Ordinance No. 378.

In moving forward, Staff recommends that the City Council adopt, waive reading in full, and authorize reading by title only of Ordinance No. 378, and read the title of Ordinance No. 378, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE BRADBURY MUNICIPAL CODE RELATING TO FILMING PERMITS."

BACKGROUND

The City's film policy was discussed at the City Council meeting in September. During the discussion, Staff was made aware that the municipal code addresses filming within the City and that the language conflicts with the City's film policy. The filming section in the City's municipal code was established in 1979 and the earliest film policy found was from

1990. This inconsistency appeared to have been a longstanding issue since at least 1990. Recently at the October Council meeting, Ordinance No. 378 was introduced for the first reading.

DISCUSSION

Ordinance No. 378 (Attachment #1) includes the following sections:

- Permits and exemptions
- Rules and Regulations
- Applicants and Issuance
- Liability Provisions
- Indemnification
- Violations
- Moviemaking and Television Productions

Ordinance No. 378 reflects portions of the California Film Commission's (CFC) Model Film Ordinance. The CFC is a State department that provides resources for cities, counties and special districts to ensure uniform film ordinances and permit processes throughout the State. Per Government Code 14999.21, it is required that all cities 30 days prior to adoption of a film ordinance submit a draft ordinance to the CFC. Staff has since submitted the ordinance to the CFC and has not received any feedback. Since feedback has not been received, the recommendation is to move forward with the second reading of Ordinance No. 378. Therefore, if the second reading occurs, Ordinance No. 378 is expected to be enforceable by December 16, 2021. Ordinance No. 378 will in turn replace the current language in the municipal code related to filming and point to the City's film policy.

STAFF RECOMMENDATION

Staff recommends that the City Council adopt, waive reading in full, and authorize reading by title only of Ordinance No. 378, and read the title of Ordinance No. 378, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE BRADBURY MUNICIPAL CODE RELATING TO FILMING PERMITS."

ORDINANCE NO. 378

**AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF BRADBURY AMENDING
THE BRADBURY MUNICIPAL CODE
RELATING TO FILMING PERMITS**

**THE CITY COUNCIL OF THE CITY OF BRADBURY DOES ORDAIN AS
FOLLOWS:**

Section 1. Article IV of Chapter 2 Title XIII of the Bradbury Municipal Code is hereby amended in its entirety to read as follows:

Sec. 13.02.600 - Title

This Article shall be known as the Bradbury Filming Ordinance. It is based upon the Model Filming Ordinance promulgated by the California Film Commission, in accordance with Government Code section 14999.20, and has been reviewed by the Commission prior to final adoption by the City Council.

Sec. 13.02.610 - Definitions.

- a. "Motion Picture, Television, Still Photography" shall mean and include all activity attendant to staging or shooting commercial motion pictures, television shows or programs, commercials, digital media, still photography and student films produced to satisfy a post-secondary school course requirement at an educational institution in any medium including film, tape or digital format.
- b. "Charitable Films" shall mean commercials, motion pictures, television, digital media or still photography produced by a nonprofit organization, which qualifies under Section 501(c)(3) of the Internal Revenue Code as a charitable organization. No person, directly or indirectly, shall receive a profit from the marketing and production of the film or from showing the films, tapes, or photos.
- c. "News Media" shall mean the reporters, photographers, and supporting crew members in the employ of a newspaper, news service, or similar entity engaged in on-the-spot print media, publishing or broadcasting, of news events concerning those persons, scenes or occurrences which are in the news and of general public interest.
- d. "Personal/Family Video" shall mean the recording of visual images (motion or still photography) solely for private personal use, and not for commercial use.
- e. "Studio" shall mean a fixed place of business certified as such by a local fire authority having

jurisdiction where filming activities (motion or still photography) are regularly conducted upon the premises.

f. “Studio Filming” shall mean filming activities (motion or still photography) conducted at a studio.

Sec. 13.02.620 – Permits and Exemptions.

- a. Permit required: No person shall use any public or private property, facility or residence for the purpose of taking “Motion Pictures, Television, Still Photography” as defined in this Article including charitable films, without first applying for and receiving a permit from the City Manager or designee of the City.
- b. The provisions of this Chapter shall not apply to or affect News Media, Personal/Family Video or Studio Filming,

Sec. 13.02.625 – Rules and Regulations.

The City Manager is hereby authorized and directed to promulgate rules and regulations, subject to approval by the City Council, governing the form, time and location of any film activity set forth within the City. The City Manager shall also provide for the issuance of permits. The rules and regulations shall be based upon the following criteria:

- a. The health and safety of all persons;
- b. Mitigation of disruption to all persons within the affected area;
- c. The safety of property within the City; and
- d. Traffic congestion at particular locations within the City.

Sec. 13.02.630 – Applicants and Issuance.

- a. Issuing Authority: The issuing authority shall be the City of Bradbury.
- b. Applications: Applicants shall complete all portions of the City’s Film Permit Application Form.
- c. Fee Schedule: The issuing authority may adopt a fee schedule.
- d. Change of Date: Upon the request of the applicant, the issuing authority shall have the power, upon a showing of good cause, to change the date for which the permit has been issued, provided established limitations are complied with in respect to time, location, and neighboring residents and associations have been notified at least five days prior to the filming is to occur.

Sec. 13.02.640 – Appeals

Any person may appeal issuance or denial of the application, or the permit conditions to the City Council prior to or subsequent to issuance in the manner provided in Section 13.01.130.

Sec. 13.02.650 – Liability Provisions.

- a. **Liability Insurance:** Before a permit is issued, a certificate of insurance will be required in an amount of not less than \$2,000,000 naming the City as an additional insured for protection against claims of third persons for personal injuries, wrongful deaths, and property damage. Higher liability limits or separate aerial coverage shall be required for the use of helicopters and/or drones. City officers and employees shall also be named as additional insured. The City Manager may permit lower limits for insurance in cases where \$2,000,000 is impractical such as student films. An applicant must provide evidence of insurance coverage that will not expire until the completion of all planned production activities, including the strike and restoration of all locations, and for one year thereafter. A copy of the certificate will remain on file with the City until expiration.
- b. **Worker’s Compensation Insurance:** An applicant shall conform to all applicable Federal and State requirements for Worker’s Compensation Insurance for all persons operating under a permit.
- b. **Hold Harmless Agreement:** An applicant shall execute a hold harmless agreement as provided by the City prior to the issuance of a permit under this ordinance.
- c. **Security Deposit:** To ensure cleanup and restoration of location sites, an applicant may be required to submit a refundable deposit (amount to be determined by the City). Upon completion of filming and inspection of the site by the city/county, if no verifiable damage has occurred, the security deposit shall be returned to the applicant.

Sec. 13.02.660 – Violations

- a. Any violation or failure to comply with any of the requirements of this Article, the City’s Film Policy, or a permit issued pursuant thereto, shall constitute a misdemeanor, subject to daily penalties as set forth in section 1.03.010 (d) of this Code.
- b. Notwithstanding the foregoing, at the discretion of the City Manager or designee, any such violation may be charged and prosecuted as an infraction, subject to the daily penalties set forth in section 1.03.010 (e) of this Code.
- c. Notwithstanding the foregoing, and in addition to, or in lieu of criminal prosecution, any violation of this Article, the City’s Film Policy, or a permit issued pursuant thereto, may be subject to administrative enforcement pursuant to section 1.05.070 of this Code.

- d. In addition to the foregoing, if an applicant violates any of the provisions of this Article, the City's Film Policy, or a permit issued pursuant thereto, the City may provide the applicant with verbal or written notice of such violation. If the applicant fails to correct the violation, the City may revoke the permit and all activity must cease.

Section 2. Section 13.01.340 of the Bradbury Municipal Code is hereby amended to read as follows:

Sec. 13.01.340. Moviemaking and television productions.

For every person conducting, maintaining or operating moviemaking or television production activities within the City, including all activities governed by Article IV of Chapter 2 Title XIII of this Code, there shall be a daily license fee for the conduct of such activities on private or public property, in an amount as established by the City Council from time to time. The City Clerk is hereby authorized to waive a portion of the said License Fee to an amount no less than \$500.00 per day where, because of the amount of time the activities would take, or because of the scope and/or location of the activities, a lower license fee is justified.

Section 3. 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 4. The City Clerk shall certify to the adoption of this Ordinance.

PASSED, APPROVED and ADOPTED this _____ day of _____, 2021.

Elizabeth Bruny
Mayor

ATTEST:

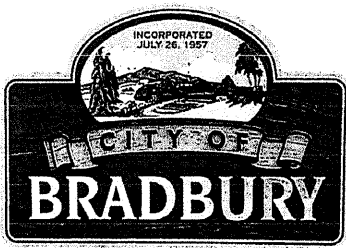
Claudia Saldana
City Clerk

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 _____, 2021, 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 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
Andrew Westall, Bear Demographics & Research
David Ely, Bear Demographics & Research

DATE: November 16, 2021

**SUBJECT: ORDINANCE NO. 379: CITY COUNCIL DISTRICT BOUNDARIES
FINAL MAP**

ATTACHMENT(S): 1) Ordinance No. 379
2) Final Map and Population Deviation
3) GIS Map

SUMMARY

The City of Bradbury held two public meetings prior to the publication of Draft Map Option #1 and Draft Map Option #2 on the City's website on October 12, 2021 for the City Council and public's consideration. The first public hearing was held by the City Council on September 21, 2021, and a public workshop was held by the consultants and City staff on October 4, 2021, prior to the publication of the Draft Map options.

After publication of the Draft Map options, the City Council held a second public hearing on October 19, 2021 to review the Draft Map options and give further direction to staff and the consultants on changes to include in a final draft map as reflected in Attachment #2.

It is recommended that the City Council field a presentation from Bear Demographics & Research on the Final Map, open the public hearing on the final map, and, introduce, waive reading in full, and authorize reading by title only of Ordinance No. 379, and set the second reading; and read the title of Ordinance No. 379, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING SEC. 2.01.040(a)(1) RELATIVE TO COUNCILMANIC DISTRICT BOUNDARIES."

PUBLIC COMMENT

Public comment was solicited during the public hearings held by the City Council on September 21, 2021 and October 19, 2021 and during the public workshop on October 4, 2021. The public was also welcomed to provide input on a draft map through the City's website and by directly emailing the City Manager. The below is a summary of comments received:

- Currently, Mount Olive Drive and Mount Olive Lane are split into two Districts (2 and 4) and those two streets should be compacted.
- In past redistricting, there had been proposals to divide parts of Woodlyn Lane and Bradbury Hills Road/Lane into separate districts. The neighborhoods should be kept intact.

Based on public comment and City Council discussion, the below is a review of the Final Map.

FINAL MAP

As previously discussed, due to the small population of the City of Bradbury, utilizing Census Blocks in the formation of Council Districts was not practical due to the size of Census Blocks being much larger than the ideal Council District population of 185 residents. Due to the same issue, it is also not practical to provide Council District information by ethnic population, voting age population, or citizen voting age population. The consultants developed a GIS map based on the parcel map of the City provided by the County of Los Angeles, and used a statistical methodology to allocate the population across the City's parcels.

The Final Map keeps the core of the current Council Districts intact, while respecting the boundaries of the Bradbury Estates HOA and the Woodlyn Lane HOA as practicable. The overall deviation of the Final Map is 9.2 percent, which is within the legally required ten percent.

Two parcels from the Bradbury Estates HOA are moved from District 1 to District 5, while maintaining the split of the HOA between the two districts, consistent with the public comment. The Woodlyn Lane HOA remains whole in District 2 as well as reflected in the public comment. The final map also addresses the public comments with respect to Mount Olive Drive and Mount Olive Lane, keeping both sides of Mount Olive Drive whole as it transitions from District 2 to District 4. Mount Olive Lane is also kept whole in District 4.

RECOMMENDATION

It is recommended that the City Council field a presentation from Bear Demographics & Research on the Final Map, open the public hearing on the Final Map, and, introduce, waive reading in full, and authorize reading by title only of Ordinance No. 379, and set the second reading; and read the title of Ordinance No. 379, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING SEC. 2.01.040(a)(1) RELATIVE TO COUNCILMANIC DISTRICT BOUNDARIES."

ATTACHMENT #1

ORDINANCE NO. 378

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
BRADBURY AMENDING SEC. 2.01.040(a)(1) RELATIVE TO
COUNCILMANIC DISTRICT BOUNDARIES**

**THE CITY COUNCIL OF THE CITY OF BRADBURY DOES ORDAIN AS
FOLLOWS:**

Section 1. (Uncodified)

A. The boundaries and identifying number of each of the five City Council districts shall be as described on the Map attached hereto as Exhibit "A", which exhibit is entitled "City of Bradbury Councilmanic District Boundaries Report 2021."

B. The City Council districts described in subsection A, above, shall continue in effect until they are amended or repealed in accordance with law. The boundaries of the City Council districts shall be reapportioned from time to time as required by the Elections Code or any other applicable law.

Section 2. CHAPTER 1. – CITY COUNCIL Sec 2.01.040(a)(1) of the Bradbury Municipal Code is hereby amended, to read as follows:

- (1) The boundaries of each district shall be as set forth in Exhibit A to the ordinance from which this section is derived, which exhibit is entitled "City of Bradbury Councilmanic District Boundaries Report 2021." Exhibit A is incorporated into this section by this reference.

Section 3. 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 4. The City Clerk shall certify to the adoption of this Ordinance.

PASSED, APPROVED and ADOPTED this ____ day of _____, 2021.

Elizabeth Bruny
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 _____, 2021, 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

ORDINANCE NO. 379

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
BRADBURY AMENDING SEC. 2.01.040(a)(1) RELATIVE TO
COUNCILMANIC DISTRICT BOUNDARIES**

**THE CITY COUNCIL OF THE CITY OF BRADBURY DOES ORDAIN AS
FOLLOWS:**

Section 1. (Uncodified)

A. The boundaries and identifying number of each of the five City Council districts shall be as described on the Map attached hereto as Exhibit "A", which exhibit is entitled "City of Bradbury Councilmanic District Boundaries Report 2021."

B. The City Council districts described in subsection A, above, shall continue in effect until they are amended or repealed in accordance with law. The boundaries of the City Council districts shall be reapportioned from time to time as required by the Elections Code or any other applicable law.

Section 2. CHAPTER 1. – CITY COUNCIL Sec 2.01.040(a)(1) of the Bradbury Municipal Code is hereby amended, to read as follows:

- (1) The boundaries of each district shall be as set forth in Exhibit A to the ordinance from which this section is derived, which exhibit is entitled "City of Bradbury Councilmanic District Boundaries Report 2021." Exhibit A is incorporated into this section by this reference.

Section 3. 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 4. The City Clerk shall certify to the adoption of this Ordinance.

PASSED, APPROVED and ADOPTED this ____ day of _____, 2021.

Elizabeth Bruny
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. 379, 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 _____, 2021, that it was duly posted and that the same was passed and adopted by the following vote, to wit:

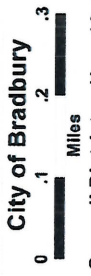
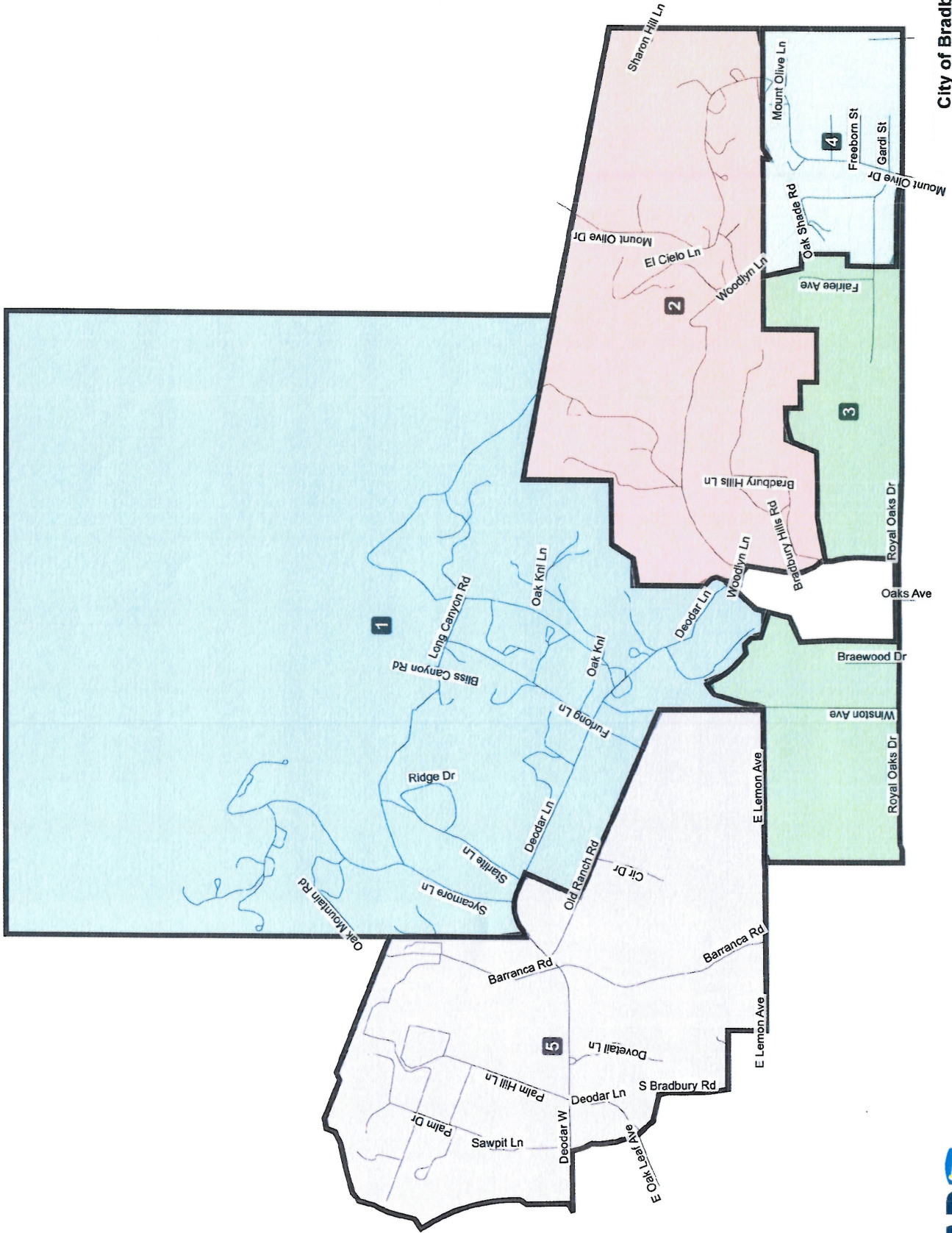
AYES:
NAYS:
ABSENT:

Claudia Saldana
City Clerk
City of Bradbury

EXHIBIT 'A'

Final Map to be attached once adopted

ATTACHMENT #2



City of Bradbury
City Council Districts - Nov. 16, 2021

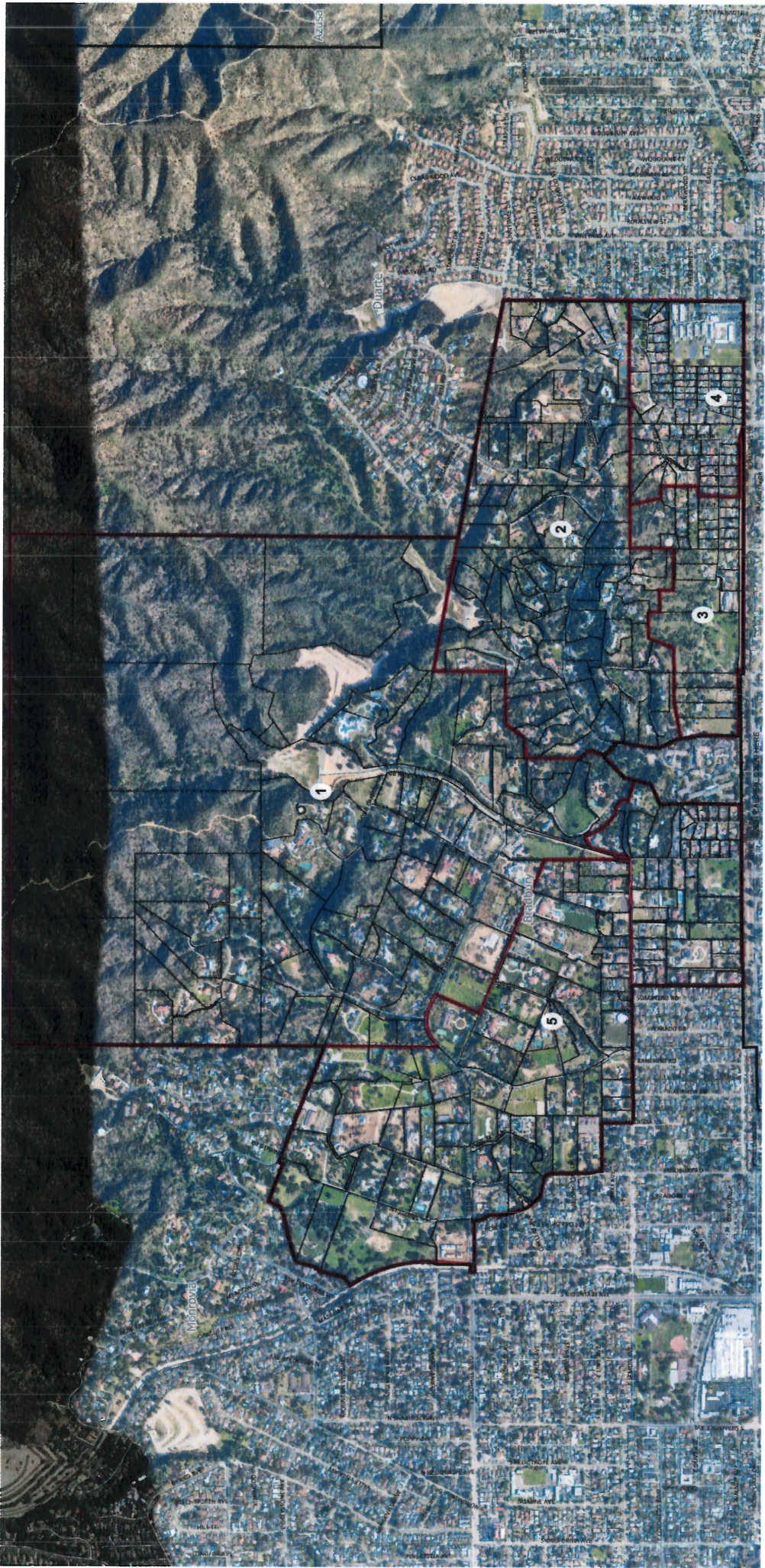
©2021 CALIPER

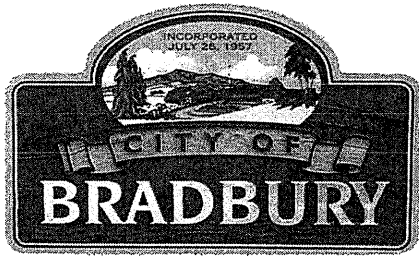


**City of Bradbury
Redistricting Profile**

City Council Districts	1	2	3	4	5	Total
Total Population (Pop)	187	190	187	188	173	925
Deviation	2	5	2	3	(12)	17
% Deviation	1.1%	2.7%	1.1%	1.6%	-6.5%	9.2%
2020 Census State Adjusted Redistricting Data						

ATTACHMENT #3





Elizabeth Bruny, Mayor (District 5)
Bruce Lathrop, Mayor Pro-Tem (District 4)
Richard 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: November 16, 2021

SUBJECT: **APPROVAL OF RESOLUTION NO. 21-22, CEQA DOCUMENTATION, AND EXPENDITURES FOR ANNEXATION OF ROYAL OAKS DRIVE NORTH**

ATTACHMENTS: 1. Resolution No. 21-22
2. CEQA Notice of Exemption

SUMMARY

To move forward with the annexation of Royal Oaks Drive North, the Local Agency Formation Commission (LAFCO) for Los Angeles County requires the lead agency, which in this case is the City of Bradbury, to file an application. Part of the application requires a Resolution of Application and a CEQA determination. There is also a processing fee of \$2,500.

It is recommended that the City Council adopt Resolution No. 21-22 and authorize the City Manager to sign the project's CEQA Notice of Exemption. It is also recommended that the City Council authorize the \$2,500 filing fee expenditure.

DISCUSSION

LAFCO is an independent public agency with county-wide jurisdiction over the boundaries of cities and certain special districts. LAFCO's jurisdiction involves proposed boundary changes to local government boundaries involving the formation, dissolution, and expansion of cities and special districts.

The City of Bradbury's proposed annexation would be reviewed and approved by LAFCO. To initiate LAFCO's process, the City must complete an application, which includes CEQA compliance documents, maps, a governing body's approved resolution, and fees, among other items. For the City to move forward with an annexation of Royal Oaks Drive North, the City must submit a City Council approved resolution and CEQA documents. For this

project, a Notice of Exemption is most applicable CEQA document since there is no possibility that the annexation would have a significant effect on the environment.

RECOMMENDATION

It is recommended that the City Council adopt Resolution No. 21-22 and authorize the City Manager to sign the project's CEQA Notice of Exemption. It is also recommended that the City Council authorize the \$2,500 filing fee expenditure.

ATTACHMENT #1

RESOLUTION NO. 21-22

**A RESOLUTION OF APPLICATION BY THE CITY OF BRADBURY
REQUESTING THE LOCAL AGENCY FORMATION COMMISSION FOR
THE COUNTY OF LOS ANGELES (LAFCO) TO INITIATE
PROCEEDINGS FOR CHANGE OF ORGANIZATION OF TERRITORY**

BE IT RESOLVED by the City of Bradbury, that:

WHEREAS, the City of Bradbury ("City") desires to initiate proceedings pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with Section 56000 of the California Government Code, for a change of organization that would annex territory into the City; and

WHEREAS, this annexation is being proposed upon a Resolution of Application to Initiate Proceedings for annexation filed by the City on behalf of the City; and

WHEREAS, the territory proposed to be annexed is uninhabited; and

WHEREAS, the boundaries of the proposed area are described in the legal descriptions, and depicted on the corresponding map, Exhibit "A" and Exhibit "B", respectively, for annexation, which are incorporated herein by reference; and

WHEREAS, the proposed annexation is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15061(b)(3), and the Categorical Exemption was adopted by the City of Bradbury, as lead agency, on November 16, 2021.

NOW, THEREFORE, BE IT RESOLVED by the City, that:

1. The proposal is hereby made to LAFCO for a change of organization as follows:
 - a. This proposal is made pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with Section 56000 of the California Government Code.
 - b. The nature of the proposed change of organization is the annexation of the territory to the City.
 - c. The affected territory proposed to be annexed is uninhabited.
 - d. The boundaries of the proposed area are described in the legal descriptions, and depicted on the corresponding map, Exhibit "A" and Exhibit "B", respectively, for annexation, which are incorporated herein by reference.
 - e. The affected territory is within the Sphere of Influence of the City.
 - f. It is desired that the proposed annexation provide for and made subject to the following terms and conditions:

- i. The negotiated exchange of property tax revenue between affected agencies resulting from said annexation to the City.
 - ii. The annexed territory shall be subject to the payment of such service charges, assessments, or taxes as the City may legally impose.
 - iii. Any taxes, fees, charges, or assessments for the City may be collected by the County of Los Angeles Tax Collector in the same manner as ad velorem property taxes or otherwise allowed by law.
- g. The description of the proposal area is as follows (i.e. existing structures, commercial, residential):

The property is fully improved street right-of-way consisting of asphalt pavement, concrete curb and gutter, landscape parkway, and walking trail.
- h. The reason for this proposal is as follows:

The street right-of-way on either side of the annexation is owned and maintained by the City. The City has been maintaining the County segment of the roadway for numerous years in the past.
2. The said City consents to waiver of protest proceedings pursuant to Government Code Sections 56662(a)(1) through 56662(a)(3), inclusive.
3. This Resolution of Application to Initiate Proceedings is hereby adopted and approved by the City of Bradbury, and LAFCO is hereby requested to initiate proceedings for the annexation of territory as authorized and in the manner provided by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.
4. The Clerk of the City of Bradbury is hereby authorized and directed to file a certified copy of this Resolution with the Executive Officer of the Local Agency Formation Commission for the County of Los Angeles.

PASSED, APPROVED AND ADOPTED this 16th day of November, 2021, by the City Council of the City of Bradbury in the State of California.

Elizabeth Bruny, Mayor

ATTEST:

Claudia Saldana , City Clerk

APPROVED AS TO FORM:

Cary S. Reisman, City Attorney

EXHIBIT 'A'

Exhibit "A"

REORGANIZATION 2021-22 TO THE CITY OF BRADBURY (Detachment from the County of Los Angeles to the City of Bradbury) Geographic Description

That portion of Lots 6 and 7 of Section 30, Township 1 North, Range 10 West, San Bernardino Meridian of the Rancho Azusa de Duarte per map recorded in Book 6, pages 80 through 82, of Miscellaneous Records, in the County of Los Angeles, State of California, more particularly described as follows:

BEGINNING at the southeast corner of Lot 17 of Tract No. 28198, as filed in Book 732, pages 58 and 59 of Maps, in the Office of the County Recorder of said County, said point also being along the northerly right of way line of Royal Oaks Drive as shown on said Tract No. 28198 and along the boundary of the City of Bradbury;

1. Thence, along the said northerly right of way line of Royal Oaks Drive, North 89°23'00" East, 720.06 feet to a point on the easterly boundary of that certain property described in Instrument 2152, recorded 9/16/55 and filed in Book 48973, Page 288, Official Records of said County, and as shown on that Record of Survey filed in Book 225, page 37, Official Records of said County, said point being along the boundary of the City of Bradbury;
2. Thence, leaving the said northerly right of way line of Royal Oaks Drive, S 00°18'39" E a distance of 40.00 feet to a line parallel with and 40.00 south, as measured perpendicularly, of the said northerly right of way line, said parallel line forming the southerly right of way line of Royal Oaks Drive, as shown on said Record of Survey;
3. Thence, S 89°23'00" W, 720.63 feet along the said southerly right of way line to a point of intersection with the southerly extension of the easterly boundary of said Tract No. 28198;
4. Thence, N 00°30'05" E, 40.01 feet along said southerly extension to the **POINT OF BEGINNING** and the northerly right of way line of Royal Oaks Drive.

"Royal Oaks Drive" as described above is more commonly known as "Royal Oaks Drive North".

Contains approximately 28,814 square feet (0.66 acres).

Prepared by:

RKA 
CONSULTING GROUP
398 SOUTH LEMON CREEK DRIVE, SUITE E
WALNUT, CALIFORNIA 91789
TEL (909) 594-9702 • FAX (909) 594-2658

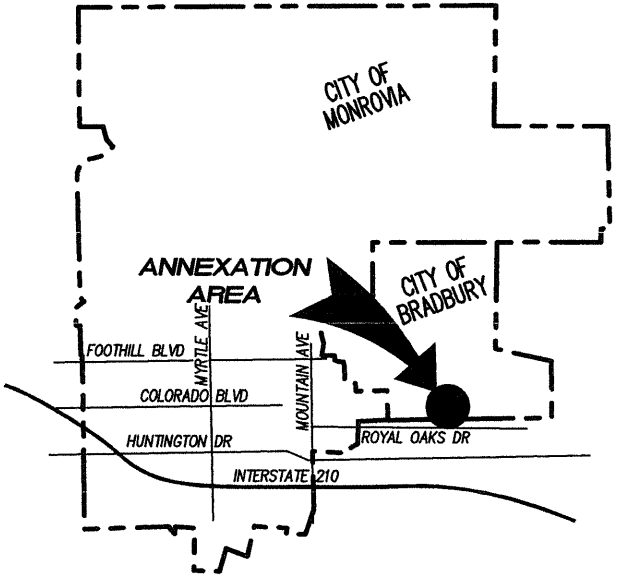
David G. Gilbertson, LS 6941



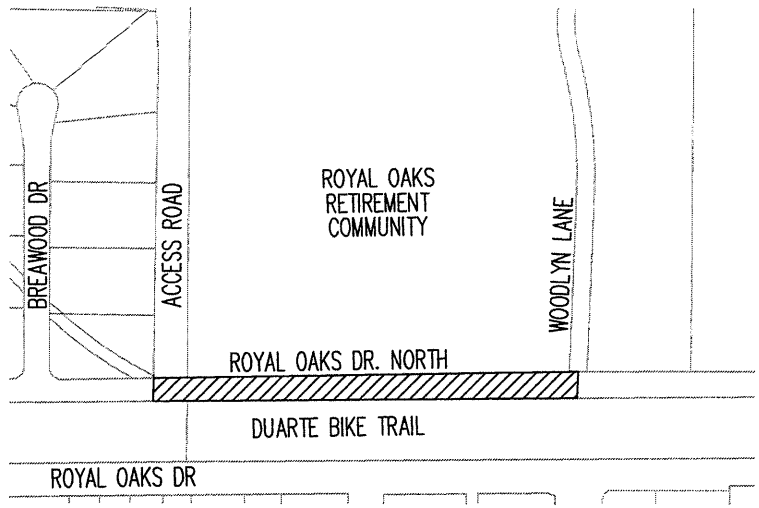
EXHIBIT 'B'



LOCATION MAP
-NOT TO SCALE-




VICINITY MAP
-NOT TO SCALE-



ANNEXATION AREA
-NOT TO SCALE-

SEE SHEET 2 FOR LINE TABLE

LEGEND:
 INDICATES PROPOSED ANNEXATION AREA
 NOTE: THIS IS NOT A SURVEY. THE INFORMATION SHOWN ON THIS EXHIBIT IS COMPILED FROM RECORD DATA.

RKAG
CONSULTING GROUP
 398 S. LEWIS CREEK DRIVE - SUITE E - WALNUT, CA 91789
 (909) 594-8702 • (626) 331-6323 • FAX (909) 594-2658
 WWW.RKAGROUP.COM

EXHIBIT 'B' SHEET 1 OF 2
PLAT
CITY OF BRADBURY ANNEXATION

ATTACHMENT #2

Notice of Exemption

Appendix E

To: County Clerk
County of Los Angeles
12400 E. Imperial Hwy.,
Room 2001
Norwalk, California 90650

From: (Public Agency): City of Bradbury
600 Winston Avenue
Bradbury, California 91008

Project Title: Annexation of an island portion of Royal Oaks Drive North

Project Applicant: City of Bradbury

Project Location - Specific: Annexation of that portion of Royal Oaks Drive lying directly south of the property located at 1763 Royal Oaks Dr. N. between Woodlyn Lane on the east and the western boundary of the property.

Project Location – City of Bradbury
Project Location – County of Los Angeles

Description of Nature, Purpose and Beneficiaries of Project: The City of Bradbury is annexing a portion of Royal Oaks Drive North from the County of Los Angeles as for years the City has been maintaining the road, trail and fencing in this location as Royal Oaks Drive North on both the east and west side of this location is within the City of Bradbury.

Name of Public Agency Approving Project: City of Bradbury

Name of Person or Agency Carrying Out Project: City Council of the City of Bradbury

Exempt Status: (check one):

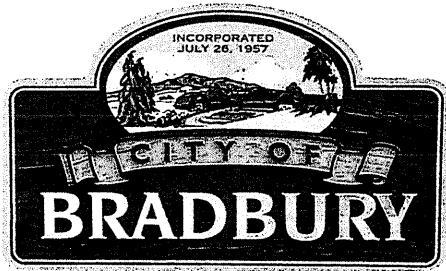
- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: § 15061(b)(3) common sense exemption
- Statutory Exemptions. State code number: _____

Reasons why project is exempt:
The commonsense exemption applies where it can be seen with certainty that there is no possibility the activity may have a significant effect on the environment. The only change is to legal ownership, going from the County of Los Angeles to the City. The road, trail and fence are already located on site and the City has been maintaining this area for years.

Lead Agency Contact Person:
Kevin Kearney, City Manager
Area Code/Telephone/Extension: 626/358-3218

Signature: _____ Date: _____ Title: City Manager

Signed by Lead Agency



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: November 16, 2021

SUBJECT: **REVIEW OF ADMINISTRATIVE POLICY NO: 12-01, FILM POLICY**

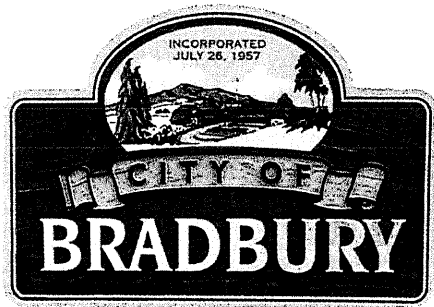
ATTACHMENTS: 1) Film Policy
2) Film Permit Application
3) Ordinance No. 378

SUMMARY

At the October City Council meeting, Ordinance No. 378 was introduced. The intention of Ordinance No. 378 is to replace the current language in the City's municipal code related to filming and point to the City's film policy. Therefore, Staff recommends that the City Council review the current film policy to make any desired changes.

DISCUSSION

The City's film policy was discussed at the City Council meeting in September. During the discussion, Staff was made aware that the municipal code language conflicts with the City's film policy. Recently at the October Council meeting, Ordinance No. 378 was introduced for the first reading. Ordinance No. 378 will in turn replace the current language in the municipal code related to filming and point to the City's film policy. Staff recommends that the City Council review the current film policy and discuss any desired changes.



Administrative Policy Manual
Policy No: 12-01
Original Date: January 17, 2012
Approved: *Kevin Kearney*

SUBJECT: **Film Policy**

PURPOSE: To outline policies relating to obtaining the necessary approvals for the issuance of film (which includes features, commercials, movies, music videos, photography, student and television) permits.

BACKGROUND

In accordance with Bradbury Municipal Code Section 13.01.340, the City of Bradbury issues Film Permits to businesses and individuals who wish to film on public or private property within the City limits. Filming activities include but are not limited to all on-site preparation (prep), filming and all breakdown (strike) activities. The City Manager has the discretion to impose additional conditions to the City Film Permits in order to protect the welfare and safety of residents. Failure to comply with any of the stated conditions shall be grounds for revoking the permit.

POLICY

Requirements to Obtain a Film Permit

A completed application must be submitted no later than 5 days before filming begins (including prep).

- ✓ The application must contain approvals from the Los Angeles County Sheriff's Department and Los Angeles County Fire Department.
- ✓ When necessary approval from the Homeowners Association must be obtained.
- ✓ Approval of residents within 500 feet of the subject location must be obtained. The approval must be in the form of a petition, signature card, facsimile or email and is subject to City verification. Approvals must be from property owners/tenants over the age of 18 for each parcel located within a 500 feet perimeter of the property where the filming is taking place.
- ✓ A filming layout diagram and parking plan must be submitted with the application. All vehicles and equipment must be parked in designated areas only. Should directional signage be required it should be minimal in both size and color and be kept to a minimum. Parking on public streets is strongly discouraged. Parking of film vehicles or the blocking of streets by vehicles belonging to the Production Company or production staff without authorization and identification will be cited by the Sheriff's Department.

- ✓ Certificates of Insurance must be attached.
- ✓ At the discretion of the City, a Community Services Officer (CSO) may be present during all filming that occurs within City limits. The City contracts with the CSO and costs may be associated with the service.

Film Production Hours of Operation

Filming activity may take place between the working hours of 7:00 am and 10:00 pm Monday through Friday only, excluding legal holidays. Extended hours may be considered depending on impact to the community.

7:00 am to 10:00 pm “working hours”

- 75% approval is required from all property owners and/or tenants, over the age of 18 for each parcel within 500 feet of the perimeter of the property on which filming is to take place with consideration of verified abstentions from the City Manager.

10:00 pm to 7:00 am Monday – Friday/ Saturday and Sunday all day: “extended hours”

- 100% approval is required from all property owners and/or tenants, over the age of 18 for each parcel within 500 feet of the perimeter of the property on which filming is to take place with consideration of verified abstentions from the City Manager.

Insurance

The Production Company shall be required to present to the City (attached to the application) a Certificate of Insurance with the following coverage:

- ✓ General Liability Insurance in an amount not less than \$2,000,000 naming the City of Bradbury, its officers, employees, agents and volunteers as additional insured for protection against claims of third persons for personal injuries, wrongful deaths and property damage and to indemnify the City for damage to City property arising out of the applicant’s Film Activity. The certificate shall not be subject to cancellation or modification until after thirty days written notice to the City. Such insurance shall be evidenced by the Standard General Liability Special Endorsement Form mandated by the California Film Commission which will remain on file with the City.
- ✓ Evidence of Worker’s Compensation Insurance for all persons operating under a City Film permit shall be provided as required by State Law.

Fees

The Production Company shall pay to the City all applicable fees and deposits prior to issuance of a City Film Permit. Any cancellation of the Film Activity after a City Film Permit has been issued will result in a forfeiture of 50% of the permit as a processing

fee. All refund requests must be made in writing and can take up to six weeks for processing.

The permit fee is \$1,030 per day (private or public property). The City Manager may reduce this fee to an amount to no less than \$500 per day; however, the City Council normally expects non-profit filming to pay the full \$1,030. Examples for possible reduction include still self-contained photo shoots, student films for college course work, or public service announcements.

Any negotiations or arrangements for filming activity on private property shall be the concern of the Production Company and the private property owners. The City disclaims any involvement in or responsibility for those negotiations or arrangements.



City of Bradbury

FILM PERMIT APPLICATION FORM

Today's date: _____

Name of Film Company: _____

(Contact person) (Address) (Phone number)

Filming location: _____
(Address) (Property owner) (Phone number)

Date of filming: from _____ to _____

Hours of filming: from _____ to _____

Name of film/commercial: _____

Specify number and size of vehicles: _____

Where will vehicles be parked? _____

(Parking on public streets is discouraged)

Size of Crew: _____

Will signs be posted? If so, how many? _____

(Signs shall be no larger than 4sq. feet and shall be inoffensive in color, preferably white or off-white and the number of signs shall be kept to a minimum.)

Requirements

Have you provided a certificate of liability insurance in the amount of at least \$2 million, naming the City of Bradbury as an additionally insured? _____

Have you provided a certificate of workers compensation insurance for a minimum of \$1 million? _____

Have you obtained clearance with both the Los Angeles County Fire Department and the Los Angeles County Sheriff's Department? _____ (please attach proof)

Has the Homeowners Association been notified? (if applicable) _____

Is the City's Community Services Officer needed for the filming? _____

City Manager Approval _____ Date _____

ORDINANCE NO. 378

**AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF BRADBURY AMENDING
THE BRADBURY MUNICIPAL CODE
RELATING TO FILMING PERMITS**

**THE CITY COUNCIL OF THE CITY OF BRADBURY DOES ORDAIN AS
FOLLOWS:**

Section 1. Article IV of Chapter 2 Title XIII of the Bradbury Municipal Code is hereby amended in its entirety to read as follows:

Sec. 13.02.600 - Title

This Article shall be known as the Bradbury Filming Ordinance. It is based upon the Model Filming Ordinance promulgated by the California Film Commission, in accordance with Government Code section 14999.20, and has been reviewed by the Commission prior to final adoption by the City Council.

Sec. 13.02.610 - Definitions.

- a. "Motion Picture, Television, Still Photography" shall mean and include all activity attendant to staging or shooting commercial motion pictures, television shows or programs, commercials, digital media, still photography and student films produced to satisfy a post-secondary school course requirement at an educational institution in any medium including film, tape or digital format.
- b. "Charitable Films" shall mean commercials, motion pictures, television, digital media or still photography produced by a nonprofit organization, which qualifies under Section 501(c)(3) of the Internal Revenue Code as a charitable organization. No person, directly or indirectly, shall receive a profit from the marketing and production of the film or from showing the films, tapes, or photos.
- c. "News Media" shall mean the reporters, photographers, and supporting crew members in the employ of a newspaper, news service, or similar entity engaged in on-the-spot print media, publishing or broadcasting, of news events concerning those persons, scenes or occurrences which are in the news and of general public interest.
- d. "Personal/Family Video" shall mean the recording of visual images (motion or still photography) solely for private personal use, and not for commercial use.
- e. "Studio" shall mean a fixed place of business certified as such by a local fire authority having

jurisdiction where filming activities (motion or still photography) are regularly conducted upon the premises.

f. "Studio Filming" shall mean filming activities (motion or still photography) conducted at a studio.

Sec. 13.02.620 – Permits and Exemptions.

- a. Permit required: No person shall use any public or private property, facility or residence for the purpose of taking "Motion Pictures, Television, Still Photography" as defined in this Article including charitable films, without first applying for and receiving a permit from the City Manager or designee of the City.
- b. The provisions of this Chapter shall not apply to or affect News Media, Personal/Family Video or Studio Filming,

Sec. 13.02.625 – Rules and Regulations.

The City Manager is hereby authorized and directed to promulgate rules and regulations, subject to approval by the City Council, governing the form, time and location of any film activity set forth within the City. The City Manager shall also provide for the issuance of permits. The rules and regulations shall be based upon the following criteria:

- a. The health and safety of all persons;
- b. Mitigation of disruption to all persons within the affected area;
- c. The safety of property within the City; and
- d. Traffic congestion at particular locations within the City.

Sec. 13.02.630 – Applicants and Issuance.

- a. Issuing Authority: The issuing authority shall be the City of Bradbury.
- b. Applications: Applicants shall complete all portions of the City's Film Permit Application Form.
- c. Fee Schedule: The issuing authority may adopt a fee schedule.
- d. Change of Date: Upon the request of the applicant, the issuing authority shall have the power, upon a showing of good cause, to change the date for which the permit has been issued, provided established limitations are complied with in respect to time, location, and neighboring residents and associations have been notified at least five days prior to the filming is to occur.

Sec. 13.02.640 – Appeals

Any person may appeal issuance or denial of the application, or the permit conditions to the City Council prior to or subsequent to issuance in the manner provided in Section 13.01.130.

Sec. 13.02.650 – Liability Provisions.

- a. **Liability Insurance:** Before a permit is issued, a certificate of insurance will be required in an amount of not less than \$2,000,000 naming the City as an additional insured for protection against claims of third persons for personal injuries, wrongful deaths, and property damage. Higher liability limits or separate aerial coverage shall be required for the use of helicopters and/or drones. City officers and employees shall also be named as additional insured. The City Manager may permit lower limits for insurance in cases where \$2,000,000 is impractical such as student films. An applicant must provide evidence of insurance coverage that will not expire until the completion of all planned production activities, including the strike and restoration of all locations, and for one year thereafter. A copy of the certificate will remain on file with the City until expiration.
- b. **Worker’s Compensation Insurance:** An applicant shall conform to all applicable Federal and State requirements for Worker’s Compensation Insurance for all persons operating under a permit.
- b. **Hold Harmless Agreement:** An applicant shall execute a hold harmless agreement as provided by the City prior to the issuance of a permit under this ordinance.
- c. **Security Deposit:** To ensure cleanup and restoration of location sites, an applicant may be required to submit a refundable deposit (amount to be determined by the City). Upon completion of filming and inspection of the site by the city/county, if no verifiable damage has occurred, the security deposit shall be returned to the applicant.

Sec. 13.02.660 – Violations

- a. Any violation or failure to comply with any of the requirements of this Article, the City’s Film Policy, or a permit issued pursuant thereto, shall constitute a misdemeanor, subject to daily penalties as set forth in section 1.03.010 (d) of this Code.
- b. Notwithstanding the foregoing, at the discretion of the City Manager or designee, any such violation may be charged and prosecuted as an infraction, subject to the daily penalties set forth in section 1.03.010 (e) of this Code.
- c. Notwithstanding the foregoing, and in addition to, or in lieu of criminal prosecution, any violation of this Article, the City’s Film Policy, or a permit issued pursuant thereto, may be subject to administrative enforcement pursuant to section 1.05.070 of this Code.

- d. In addition to the foregoing, if an applicant violates any of the provisions of this Article, the City's Film Policy, or a permit issued pursuant thereto, the City may provide the applicant with verbal or written notice of such violation. If the applicant fails to correct the violation, the City may revoke the permit and all activity must cease.

Section 2. Section 13.01.340 of the Bradbury Municipal Code is hereby amended to read as follows:

Sec. 13.01.340. Moviemaking and television productions.

For every person conducting, maintaining or operating moviemaking or television production activities within the City, including all activities governed by Article IV of Chapter 2 Title XIII of this Code, there shall be a daily license fee for the conduct of such activities on private or public property, in an amount as established by the City Council from time to time. The City Clerk is hereby authorized to waive a portion of the said License Fee to an amount no less than \$500.00 per day where, because of the amount of time the activities would take, or because of the scope and/or location of the activities, a lower license fee is justified.

Section 3. 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 4. The City Clerk shall certify to the adoption of this Ordinance.

PASSED, APPROVED and ADOPTED this _____ day of _____, 2021.

Elizabeth Bruny
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 _____, 2021, 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