

**MINUTES OF A REGULAR MEETING OF THE
CITY COUNCIL OF THE CITY OF BRADBURY
HELD ON TUESDAY, JULY 18, 2017**

- MEETING CALLED TO ORDER:** The Regular Meeting of the City Council of the City of Bradbury was called to order by Mayor Lathrop at 7:00 p.m. Mayor Lathrop led the Pledge of Allegiance.
- ROLL CALL:** PRESENT: Mayor Lathrop, Mayor Pro-Tem Pycz, and Councilmember Hale
ABSENT: Councilmembers Barakat and Lewis
STAFF: City Manager Kearney, City Attorney Reisman, City Clerk Saldana and Management Analyst Parker-St John
- COUNCILMEMBERS BARAKAT AND LEWIS EXCUSED:** Mayor Pro-Tem Pycz made a motion to excuse Councilmembers Barakat and Lewis from the meeting. Councilmember Hale seconded the motion which carried.
- APPROVAL OF AGENDA:** Councilmember Hale made a motion to approve the agenda to proceed with City business. Mayor Pro-Tem Pycz seconded the motion which carried.
- 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 that he was aware of none.
- PUBLIC COMMENT:** Police Chief Jim Hunt, Monrovia PD, introduced Derek Hensel, the new Community Services Officer (CSO) who is going to work for both Monrovia and Bradbury. Officer Hensel is currently in training.
- 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 City Council Meeting of June 20, 2017
B. Resolution No. 17-13: Demands & Warrants for July 2017
C. Monthly Investment Report for the month of June 2017
- CORRECTION TO JUNE MINUTES:** Mayor Lathrop had a correction to the minutes of June 20 stating that he had to resign from the LA County Sanitation District and to delete the words "due to a conflict of interest."

MOTION TO APPROVE CONSENT CALENDAR:

Mayor Pro-Tem Pycz made a motion to approve the Consent Calendar, as amended. Councilmember Hale seconded the motion, which was carried by the following roll call vote:

AYES: Mayor Lathrop, Mayor Pro-Tem Pycz, and Councilmember Hale

NOES: None

ABSENT: Councilmembers Barakat and Lewis

Motion passed 3:0

PUBLIC HEARING FOR ORDINANCE NO. 348:

City Manager Kearney stated that Senate Bill 415 requires that all municipalities that are not currently consolidated with one of two established statewide elections to change to either to the June Primary or November General Elections cycle by January 1, 2018. In order to comply with SB 414, the City Council needs to adopt an Ordinance to cancel the City's current General Municipal Elections held in even-numbered years and consolidate with the June statewide election, and thereby extending Councilmember terms by two months and push the reorganization to June.

FINANCIAL REVIEW:

The County Registrar-Recorder/County Clerk anticipates that election costs for consolidated elections will be a little bit lower than stand-alone elections.

RECOMMENDATION:

It is recommended that the City Council take public testimony and introduce for first reading, by title only, Ordinance No. 348:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, AMENDING CHAPTER 1, SECTION 1.01.040 OF THE BRADBURY MUNICIPAL CODE AND ADOPTING PROCEDURES TO CONSOLIDATE ITS GENERAL MUNICIPAL ELECTIONS WITH STATEWIDE JUNE ELECTIONS PURSUANT TO SENATE BILL 415 BEGINNING IN 2018, AND TO EXTEND THE TERMS OF EXISTING COUNCILMEMBERS AS A RESULT OF THE MANDATED CHANGE IN THE CITY'S GENERAL MUNICIPAL ELECTION DATE

PUBLIC HEARING OPENED:

Mayor Lathrop opened the public hearing and asked those wishing to speak in favor or opposition to come forward and be heard.

PUBLIC HEARING CLOSED:

There being no public comment, Mayor Lathrop declared the public hearing closed.

MOTION:

Councilmember Hale made a motion to introduce for first reading, by title only, Ordinance No. 348. Mayor Pro-Tem Pycz seconded the motion, which was carried by the following roll call vote:

AYES: Mayor Lathrop, Mayor Pro-Tem Pycz, and Councilmember Hale

NOES: None

ABSENT: Councilmembers Barakat and Lewis

Motion passed 3:0

Second Reading and Adoption of Ordinance No. 348 will be on the August 15, 2017 Agenda.

**ADOPTION OF THE JOINT
TAX TRANSFER RESOLUTION
FOR THE ANNEXATION:**

City Manager Kearney stated that the City of Bradbury has been working with the City of Monrovia and the Local Agency Formation Commission (LAFCO) on the annexation of four parcels located near the entrance gate to the Bradbury Estates. With the annexation progressing, the next step is for the cities of Bradbury and Monrovia and the County of Los Angeles to complete a Joint Tax Transfer Resolution.

BACKGROUND:

At the August 2016 meeting, the City Council discussed reimbursing the City of Monrovia for the loss in tax revenues relating to the annexation. During this discussion, the Council decided to pay Monrovia a one-time fee of \$59,000 upon the completion of the annexation. The Monrovia City Council agreed to this amount at their September meeting.

Once the resolution has been signed by all parties, the County will send the completed application and resolution to LAFCO for final approval. Once approved by LAFCO, the annexation should be complete. It is currently expected that the annexation should be finalized by December 2017.

RECOMMENDATION:

It is recommended that the City Council approve the Joint Tax Transfer Resolution between the City of Bradbury, the City of Monrovia, and Los Angeles County.

MOTION:

Councilmember Hale made a motion to approve the Joint Tax Transfer Resolution between the City of Bradbury, the City of Monrovia, and Los Angeles County. Mayor Pro-Tem Pycz seconded the motion, which was carried by the following roll call vote:

AYES: Mayor Lathrop, Mayor Pro-Tem Pycz,
and Councilmember Hale

NOES: None

ABSENT: Councilmembers Barakat and Lewis

Motion passed 3:0

**DISCUSSION – BRADBURY'S 60TH
ANNIVERSARY AND
NATIONAL NIGHT OUT:**

City Manager Kearney stated that at the June 20, 2017 meeting the City Council directed staff to organize Bradbury's 60th Anniversary in conjunction with National Night Out on Tuesday, August 1, 2017. This is a follow-up report on the status of this event.

RECOMMENDATION:

It is recommended that the City Council receive this report and provide feedback, if needed.

During the past few weeks, staff has been working diligently to organize this event. Postcards announcing this event have been mailed to residents. The In-N-Out food truck, ice cream vendor, and a DJ have been reserved and Anniversary souvenir glasses ordered. Also, local vendors and service providers were contacted to set up information booths.

City Manager Kearney stated that staff met with an In-N-Out representative and it was determined that their food truck is too big to make the turn into the City Hall parking lot. Unfortunately, because of the slope of Winston Avenue, the truck cannot be parked on the street. Staff is exploring other food vendors. Mayor Lathrop stated that the Duarte Unified School District has a culinary program staff might want to look into.

City Manager Kearney informed Council that Councilmember Barakat expressed concern about the celebration being on a Tuesday instead of on a weekend and suggested to reschedule the event. The City Council did not wish to reschedule the event and the postcard have already been mailed.

Mayor Lathrop asked if the event, which is scheduled for 6 pm to 8 pm, could be extended if necessary. City Manager Kearney replied that it would be no problem.

**DISCUSSION – HALF-DAY JOINT
CITY COUNCIL AND PLANNING
COMMISSION RETREAT:**

City Manager Kearney stated that during the June 20, 2017 meeting the City Council decided to hold a half-day joint City Council and Planning Commission retreat on September 23 at the Monrovia Canyon Park Cabin to review general policies and practices related to development.

Shortly after the meeting staff contacted Monrovia Canyon Park Cabin to discuss scheduling and found out that the cabin is closed during the months of August and October as it is undergoing a significant remodel. Additionally, all Saturdays are booked until the beginning of the new year.

Currently, every Saturday in January is still available. This includes January 6, 13, 20 and 27, 2018. All Saturdays in February are still available. Recognizing that this availability could quickly change, staff reserved January 13th to ensure that the City at least had a potential date.

RECOMMENDATION:

It is recommended that the City Council discuss the retreat and decide which date would work best for scheduling the event.

DIRECTION TO STAFF:

Looking at the calendar it was determined that January 13 is a long weekend with MLK Day on Monday, January 15th, so the City Council chose Saturday, January 20th for the retreat. The City Manager was directed to notify Councilmembers Barakat and Lewis and the Planning Commissioners of the new retreat date.

**DISCUSSION REGARDING
HIRING A FACILITATOR
FOR THE RETREAT:**

City Manager Kearney stated that it might be beneficial to hire a facilitator for the retreat. Councilmember Hale thought it was a good idea and directed the City Manager to get some quotes. Mayor Pro-Tem Pycz agreed with Councilmember Hale, depending on cost. Mayor Lathrop stated that the COG sometimes uses facilitators and to get some names from them. The City Manager was directed to get quotes for a facilitator for Council's consideration at the August meeting.

DISCUSSION – LEAGUE OF CALIFORNIA CITIES PLANNING COMMISSIONERS ACADEMY:

City Manager Kearney stated that every year, the League of California Cities holds a Planning Commissioners Academy. The Academy is spread over three days and alternates between Northern and Southern California. In March 2017 the Academy was held in Los Angeles. The next Academy will be held in Monterey on April 4-6, 2018. At this point in time, registration is not open yet but will be soon, and space is usually limited to the first 370 registrants.

The Academy agenda varies every year. Nonetheless, it is pretty standard for such events to have ethics training, planning commission fundamental courses, roles of Commissioners, legislative updates, new laws and regulations, information on CEQA, and courses on leading an effective meeting. and

FINANCIAL ANALYSIS:

The cost estimate per Commissioner to attend is \$1,805. This includes registration, airfare, parking, transportation, hotel and meals. The cost to send the entire Commission to the Academy would be approximately \$9,025.

RECOMMENDATION:

This item serves as a discussion topic only so that the Council is aware of such training. It is recommended that the City Council review this report and provide direction to staff.

DISCUSSION:

Councilmember Pycz felt that the academy was not geared enough towards our (residential only) community.

Mayor Lathrop stated that it was not a bad idea but would prefer to spend money to hire a facilitator similar to the retreat, so everybody could benefit.

ACTION:

The City Council would like to see the program for 2018 before making any decision.

MATTERS FROM THE CITY MANAGER:

City Manager Kearney stated that the City has a new City Planner, Jim Kasama, who recently retired from Arcadia. The transition from Anne McIntosh to Jim Kasama will take place over the next 2-3 weeks and Jim Kasama will lead the Planning Commission Meeting on Wednesday, July 28th.

MATTERS FROM THE CITY ATTORNEY:

Nothing to report

MATTERS FROM THE CITY COUNCIL:

MAYOR LATHROP:

Mayor Lathrop suggested that we put a link to the Duarte Unified School District on the City's website. Mayor Lathrop also inquired if the City could allocate its recycling funds to the school district (currently the City contributes \$1,500 to the City of Duarte for Earth Day).

The Council discussed this and directed staff to amend the item.

Mayor Lathrop stated that there is an uptick in the use of the City Credit Card and suggested establishing a policy regarding the use of the City Credit Card.

MAYOR PRO-TEM PYCZ: Nothing to report

COUNCILMEMBER BARAKAT: Not present

COUNCILMEMBER HALE: Nothing to report

COUNCILMEMBER LEWIS: Not present

ITEMS FOR FUTURE AGENDAS:

- Policy for use of City Credit Card
- Use of Recycling Funds

ADJOURNMENT: At 7:50 p.m. Mayor Lathrop adjourned the meeting to a Regular Meeting at 7:00 pm on Tuesday, August 15, 2017.



MAYOR – CITY OF BRADBURY

ATTEST:



CITY CLERK – CITY OF BRADBURY